Regional Oversight Committee
Wednesday, May 13, 2020
3:00-5:00pm
Zoom Meeting

Members Present: Danene Brown, Sunny Cooke, Michelle Fischthal, Margie Fritch, Martha Garcia, Sean Hancock, Tina Ngo Bartel, Will Olmstead, Sharon Sampson, Christina Sharp, Denise Whisenhunt
Regional Staff: Molly Ash, Sally Cox, Mollie Smith
Guests: John Edwards, Claudia Estrada-Howell, Ben Gamboa, Diana Arredondo

Minutes

S. Cooke called the meeting to order at 3:05pm

1. **Welcome and Introductions**

2. **Approve Minutes from 1.8.20**
   - Motion to approve by M. Fritch, second by D. Brown, **unanimously approved.**

3. **SWP Implementation** (80 min)
   a) Career Pathways: M. Smith shared the following updates:
      - Despite the disruption being experienced by the K12s and the community colleges, the goal of this workgroup remains the same; to build and strengthen the career pathways pipeline.
      - The regional team has begun meeting with the San Diego County Office of Education to determine where collaboration can occur.
      - The first Pathway Coordinator has been hired by Grossmont Union High School District and the region is helping with the onboarding process.
      - The Adult Education and Noncredit workgroup is working on implementing a student survey that would help to increase awareness of adult education and noncredit programs at institutions and for students. The workgroup also began the discussion of a process for sharing articulation agreements.
   b) Pathway Navigation: C. Estrada Howell shared that the 5.1.20 Community of Practice (CoP) event was held virtually and was very successful. Southwestern, MiraCosta, Cuyamaca and Palomar presented on their 'problems of practice' and CoP members workshopped possible solutions. The next workgroup meeting will be held on 5.21.20. M. Smith shared that nine colleges have had their year two plan approved and their funding has been released. The region is working with the tenth college to clearly define the goals, strategies and outcomes.
   c) Retention, Success & Support
      - SWP Faculty Institute: T. Ngo Bartel shared that the Strong Workforce Faculty Institute project team is currently working on the follow-up learning event scheduled for 9.25.20. Given the current situation, the learning event will most likely be held in a digital or virtual

format. The San Diego-Imperial COE met with the college teams and received positive feedback regarding the Institute. In the monthly check-in meetings, deans and researchers demonstrated how Zoom could be used to engage faculty by setting up breakout rooms and conducting live polls/surveys. Faculty got direct experience in learning in a remote environment and could use those practical examples in their courses.

d) Data/Research: T. Ngo Bartel shared the following updates:

- Labor Market Briefs: The Labor Market Briefs section on myworkforceconnection.org has been updated to showcase LMI reports by sector.
- Regional program recommendations: She reminded the group of the regional program recommendation process which is: 1). concept development, 2). endorsement through LMI, 3). regional discussion, and 4). local curriculum development. She shared that the region has been adhering to the process and requiring that LMI drive the need for new programs.
- Perkins V Comprehensive Needs Assessment: Between 3.25.20 and 4.27.20, the UC San Diego Extension Center for Research and Evaluation conducted 22 stakeholder consultation interviews for the San Diego and Imperial Counties Community Colleges Career Education Perkins V Local Comprehensive Needs Assessment. Results from this report will enable all colleges to submit the same data for the region. Key takeaways include that students from special populations need help with financial support and wrap around services, reliable transportation, and access to clear and concise information. M. Smith noted everyone in the state was required to do a regional comprehensive needs assessment. San Diego-Imperial was organized and efficient in this effort and produced an exemplary product.
- K12- CC Pathway Mapping: T. Ngo Bartel shared that two pathways mapping tools are being developed that will connect K12 to CC CTE courses through the use of a crosswalk. One tool will be public facing for use by students and parents, the other is a practitioner's tool that will be used by K12 and college staff. To develop the data for the tools, WestEd collected CDE data to create a K12 inventory. The high school districts validated the inventory data, and the COE created a beta tool to be vetted by K14 practitioners. Once the vetting is completed, the refined data will be uploaded into both the public facing tool and practitioner's tool.
- M. Smith shared that the upcoming Board of Governor's agenda includes increased funding for the Centers of Excellence to have an expanded role in program approval and evaluating program performance.

e) Employer Engagement: M. Fritch shared the following updates:

- Each of the Regional Directors is making progress toward the goal of validating the labor market information for their sectors, as well as collecting the knowledge, skills, and abilities needed for the region's fastest-growing jobs.
- The first sector strategy RFA will be for the alignment of Software Developer, and will be released this week. This occupation profile is the result of information gathered by the Regional Director and the Advancing Cities grant project. The RFA is open to all colleges in the region.
- The second phase of Advancing San Diego was released last Friday, focusing on Engineering. Colleges interested in applying to become Preferred Providers are able to apply now through 6.1.20. More information can be found here.
- Regional Directors have been coordinating with colleges in the region to collaborate with the Healthcare industry and Office of Emergency Services to address the need for Personal Protective Equipment (PPE). Community Colleges donated PPEs and loaned 18 ventilators (valued at $400,000) to local hospitals. Hospitals and federally qualified health centers requested 2,500 face shields, 2,587 have been donated so far.

f) Marketing: D. Brown noted that the marketing committee met on 5.7.20 and had great

engagement from the PIOs. She shared that upcoming digital advertising and email blasts will be updated to include social distance sensitive imagery. She also announced that colleges were asked to submit stories of their faculty and students who are assisting on the front-lines during this on-going pandemic. Numerous inspiring stories were received and will be highlighted in an upcoming social media series.

g) WBL and Job Placement: B. Gamboa shared the following updates:

i. Technology Update: The technology report was completed in December 2019 and has been vetted by workgroup members and deans. The intent was to start engaging the career centers and IT directors in March 2020, but with sensitivity to the current workload required by transitioning courses online, that will be done at a later date.

ii. Community of Practice – college processes: The workgroup continues to provide support and guidance to the WBL Coordinators and Job-Placement Case Managers as they dig into the process maps. WestEd has provided worksheets for them to use as they determine where the strengths, weakness and gaps are on their campuses.

iii. 21st Century Employability Skills: The COE prepared a 21st Century Employability Skills report which compiles the most commonly requested skills and grouped them into categories. The report will be used to inform the region's implementation efforts. The report can be found here.

h) Outcomes by region and by college: B. Gamboa and M. Smith shared the following updates:

- Regional: Outcome data for 15-16, 16-17 and 17-8 showed the region had an increase in students who attained a noncredit workforce milestone; CE students who earned a degree, certificate, or apprenticeship journey status; CE students who transferred to a four-year postsecondary institution; and median annual earnings for exiting students.

- College: The trends across three years, show which colleges demonstrate positive outcomes for each metric. The colleges with positive outcomes will be interviewed in order to identify and share promising practices.

i) RFAs:

- S. Cox shared that 19 proposals have been received for both the Retention, Success and Support Augmentation and Internal Marketing. The proposals that have been submitted are creative and innovative and funding is quickly being released to the colleges to begin their work.

- M. Smith announced that the ICT- Software Development RFA was released on 5.13.20. This is the first sector strategy RFA and the goals of this investment are to align curriculum with the employer needs for Software Development workforce; improve retention, completion, and success of students in Software Development pathways; and to develop interventions that improve equity in Software Development pathways.

- M. Smith announced that in response to the CEO request to cultivate resources and best practices for moving courses online, the region is looking for faculty members across all disciplines who are skilled in delivering on-line instruction to include laboratory instruction and authorization of competencies. The regional chair is asking the deans to forward names of faculty members who meet the above described qualifications.

j) Budget: S. Cox presented on the region's current budget details. With both current and projected expenditures, the region is on track to meet the investment expectations from the Chancellor's Office for round three funding. She noted that round four funding is being rolled-out and includes both on-going and new projects. She reminded the group that the on-going projects are Job Placement Case Management (permanent positon), Work-based Learning Coordinators (in year 2 of 3), Pathway Navigation (in year 2 of 3), Faculty Institute (in year 1 of 3), and Improving the Student Enrollment Experience (coming to an end). S. Cox's final update was that 22 projects were funded for the 2019-20 round of K12 SWP.

k) ROC calendar (FY 2020-2021): M. Ash presented the FY 2020-2021 calendar for discussion and noted that the 11.11.20 meeting fell on Veteran's Day. The group authorized the change to

11.4.20. **ACTION ITEM:** M. Ash will send outlook invites with the new dates.

l) Communication to constituents: M. Garcia commended the region on their consistent effort and organization. She reminded ROC members of their responsibility to share information presented in these meetings with the constituents at their colleges.

Next Meeting: September, 9, 2020; 3:00-5:00pm; location TBD

Archived meeting minutes and handouts can be found at https://myworkforceconnection.org/resources/?params=#roc