

# SAN DIEGO MESA COLLEGE

## Strong Workforce AdHoc Group

Meeting Minutes

3/1/2018

4:00 pm – 5:00 pm, LRC 435

**Attendees:** Alicia Lopez, Amanda Horner, Amanda (Mandy) Johnston, Amara Tang, Ben Sims, Claudia Estrada-Howell, Danene Brown, Danielle Lauria, Ed Henschler, Hai Hoang, Johanna Aleman, Larry Horsman, Mariam Kushkaki, Meegan Feori, Monica Romero, Nick Johnson, Rachel Russell, Raquel Sojourner, Robert Wong, Sahar (Mona) King, Shawn Fawcett, Tara Maciel, Tina Recalde, Vanndaro Chhum

- **SW Allocation process presentation (Meegan Feori)**

In an effort to condense and simply the SW Allocation form Meegan Feori presented a 6 step process. It can be viewed at the link below. Please review and comment. Additionally, Meegan, Ed and Kelsey would be happy to meet with anyone to provide further input.

[https://docs.google.com/presentation/d/11pOSDn7AsgYwuZbYK7oJgD4r6GPvaubzPC0oKT\\_tRR8/edit?usp=sharing](https://docs.google.com/presentation/d/11pOSDn7AsgYwuZbYK7oJgD4r6GPvaubzPC0oKT_tRR8/edit?usp=sharing)

Notes:

- **SOC Code:** The Standard Occupational Classification system is a federal statistical standard used by federal agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data.
- **TOP Code:** The Taxonomy of Program codes are used to identify the discipline area for a course or program which is specific to California Community Colleges.

- **NOVA System Demonstration (Monica Romero)**

The NOVA state reporting system was shared to help gather feedback on the campus SW application process. Much of the information is essential and required by state regulation to facilitate the request for these funds to include: Project name, simple description, rationale and the motivator of how it will address different needs for a respective program. Uploading LMI reports from the Center of Excellence and regional approvals including valid supply and demand assessments for the region, establishing metrics link to the 25 Strong Workforce state outcomes. For example: If the Fashion department is requesting wearable equipment for their new program, they must identify how those items will increase enrollments, retention, completion, persistence, graduation, transfer and job attainment. There must be a direct correlation on how the allocated funds will improve these metrics.

A recommendation was made to only make available the metrics that the campus can actually track. This would simply the respective section.

More feedback is requested and Monica is available to further demo the NOVA site to anyone.

- **17.5% Incentive Funding (Monica Romero)**

In the Strong Workforce funding model for Round 2 we will receive 17.5% incentive funding. The District received \$1,768,557.00 which is the second largest in the state of California. This is based on the increase of course enrollments and graduates from the previous year. We are skeptically optimistic that these figures are accurate as they haven't been approved yet by the Board of Governors and there are still lingering concerns in regard to TOP code alignments.

San Diego Mesa College will receive 27.5% of the \$1,768,557.00 awarded to the District which is roughly around \$486,000.00. A portion of this figure will be allocated to the marketing department which will result in an estimated net allocation for Mesa College of \$467,647.00.

- **Career Peer Ambassador Program (Claudia Estrada-Howell, Alicia Lopez, Amara Tang)**

The Career Peer Ambassador Program is a new program funded by the SW regional allocation. One of the first projects the Career Peer Ambassador Program will support will be the Employment Readiness and Job Placement Project. This project will serve to help students identify and secure internships and supplemental training to become competitive candidates in their respective job fields. The Career Center has hired its Project Assistant, Amara Tang, and is currently in the process of hiring the student career ambassadors. A main component of this project will be the Career Peer Ambassadors (students) who are trained experts in facilitating resources through the career center. These ambassadors will conduct one on one peer advising and go into classrooms and deliver informative presentations and actively engage with students and faculty to promote career awareness and help gear students into being enthusiastically engaged in their career planning. Peer ambassadors will share guidance on internship preparation and readiness, integration of learning, resume building, job seeking and interview skills. The goal is to essentially create a learning community amongst themselves and their peers here at San Diego Mesa College in which students and ambassadors establish a support network to exchange ideas, knowledge and resources.

**How will the Career Peer Ambassador Program meet Strong Workforce metrics?**

As a foundation, the Career Peer Ambassador Program will implement Donald Super's Theory of Career Development. This is a holistic career development model that encompasses four major stages

Please see the attached PowerPoint presentation to learn more.

- Allocation Rubric – sub group needed (Carried over to the next meeting)
- Roundtable (N/A)
- Meeting Dates from 4:00 – 5:00, in LRC 435
  - 3/15 (\*Meeting will tentatively start at 4:10pm)
  - 4/5
  - 4/19
  - 5/3
  - 5/17