

SAN DIEGO MESA COLLEGE

Strong Workforce Committee

Meeting Minutes

02/14/19

3:00 pm – 4:00 pm, LRC 435

Attendees: Ailene Crakes, Amanda Horner, Amanda (Mandy) Johnston, Aracely Bautista, Blythe Barton, Claudia Estrada-Howell, Danene Brown, Donna Duchow, Johanna Aleman, Karla Trutna, Katlin Choi, Mark Manasse, Melanie Davidson, Monica Romero, Pavel Consuegra, Robert Wong, Shawn Fawcett

- **Introductions:** Around the room introductions (new faces) joining the group *Karla Trutna*, acting Outreach Coordinator and *Melanie Davidson*, new adjunct Job Development/Placement Coordinator at Work-Based Learning (WBL).
 - Reminder of the 0.20 CTE Reassigned Time position- Strong Workforce. Announcement was sent by President Luster via email to all faculty. Deadline to submit letters of interest is Feb 28th, 2019.
- **Fall Campus Activities:**
 - Program Review integration: First time BARC process with CTE questions integrated. We have learned what we can do better for next year. Blythe Barton from Exercise Science-Dance shared that now that she has gone thru the entire Program Review experience, she understands more how everything works/links together.
 - Hiring / Moving: The ILT for Allied Health will be the last contract position to be hired from Strong Workforce.
 - Amanda Horner requested clarification on the roles of the WBL team (see below) Note: the WBL task breakdown will be communicated to the campus and posted on WBL website.
 - Work-Based Learning
 - Service Learning: Katlin Choi, WBL Coordinator presented the different activities/events.
 - Faculty are talking to partners to help integrate to classroom. Will be collecting more data (Example with ENGL 101). There will be another event on the 22nd with community partners (Salvation Army).
 - ELAC 45 in collaboration with Donna Duchow (CTE emphasis) will like to partner with CTE / supporting other classes. 'Learn English and learn to apply skills they are learning.'
 - Art Gallery – in collaboration with Alessandra Moctezuma, Fleet Science Center tour exhibit, student fieldtrip. Will have ready an internship
 - Presented a Service Learning video: Maria Pandolfo (Eng 101) Mesa student fall 2018.
 - Internships: Pavel Consuegra, Internship Coordinator spoke about Community partners (Not-For profit) for internships.
 - STEM Core, Promise Student (refugee student national conference, full time internship)
 - Veteran's internship – Ten (10) veterans to place. Working very close with partners (with agency)
 - Reaching out to more student (8) different workshops, soft skills summer internships
 - Also meets with students on a one on one basis
 - Announce the Career Week (Internship Fair) is coming soon.
 - Aileen Crakes commended for working with our student Veterans.
 - Work Experience: Shawn Fawcett, WBL Coordinator spoke about the student world of work.
 - 21st Century skills DCP (Workshops). Students enjoy the exposure to companies.
 - Work Experience has (3) Academic components to Internships: 1) General Work Experience 272; 2) Occupational Work Experience 270; and 3) Discipline Specific Work Experience 270 (ex. NUTR 270)
 - Work Experience collaborates with City and Miramar for improvements and Mesa is piloting online forms..

- WE is also implement the 21st Century Skills evaluation in coordination with the site Supervisor.
 - SP19 there are 100 students enrolled in WE: 66% unpaid, 33% paid (125 hours per semester. Working with 74 companies.
 - Last semester there was a survey of how many students were already working. Several were already working, why not get college credit?
 - Job Development/Placement: Melanie Davidson, Job Development Coordinator just started with this assignment here at Mesa.
 - Melanie is working on creating two surveys: Employer Engagement with the College and Faculty Engagement with Employers
 - Acknowledge she working with the Career Center and Faculty closely
 - Amanda asked regarding providing extra credit to her students if attending this type of events. WBL learning explained that have an activity in which students had a “passport” that was stamped by the tables the students visited; they are thinking of having it again this time.
- **Budget** (Monica Romero)
 - Three year graph of Strong Workforce campus allocations was presented.
 - SW is a 30 month budget cycle and recently closed (12/31/19) the first round of funds.
 - Along with the annual budget which included activity such as: Salaries and Benefits, Program Review/BARC processes, Construction (estimates), new program supplies, operating expenses, a salary summary of all the assignment in support of the different programs; an operating summary of the marketing.
 - Conference & Travel: Strong Workforce has allocated funds to the The Conference & Travel committee (CAT) in support of CTE programs. \$40,000 for Faculty and Classified Professionals. One thousand (\$1,000) per request per year. Request for CAT funds is located on the LOFT website @ www.sdmesa.edu/LOFT under the requests section.
- **Regional Activities** (c/o to the next meeting)
 - Workgroups / RFAs (Recalde)
 - Pathway Navigation (Estrada-Howell)
 - Marketing (Brown)
 - Retention, Success, and Support (Romero)
 - COE Tableau Dashboard
- **New Items:** (c/o to the next meeting)
 - Committee Outcomes
- **Program Updates / Round Table: Quick round table**
 - Claudia: Career Fair is coming up;
 - Johanna: Farmer’s Market next week
 - Mark: Partnered with Allied Health for Tutoring. Eventually will also partner with Architecture.
 - Donna: Outreach WBL
 - Karla: Outreach has been working closely with WBL on various events; CalWORKs (next steps), Health Academic and working on Spanish speaking presentations for Cont. Ed.
 - Aracely: Reminded that she’s available for assistance with processes, etc.
 - Mandy: Excited for Allied Health to have partnered with Tutoring
 - Amanda: Commented on maybe creating a video/link (request) general information for those online students. Career Center mentioned those online resources/services are available, also, WBL mentioned that all events are posted on various social media platforms.
- Meeting Dates for Spring 2019 from 3:00 – 4:00, in BT 101
 - March 14th
 - April 11th
 - May 9th