

San Diego Mesa College Strong Workforce Committee Meeting Minutes

November 14, 2019
3:00 p.m. – 4:00 p.m., BT-201

ATTENDEES	In Attendance	Absent
	Ailene Crakes	Amanda Horner
	Aracely Bautista	Amanda Johnston
	Claudia Estrada-Howell	Blythe Barton
	Hai Hoang	Cynthia Purnell
	Jeaneal Davis	Danene Brown
	Johanna Aleman	Danielle Lauria
	Karla Trutna	Janue Johnson
	Larry Horseman	Katlin Choi
	Megan Boquet	Leticia Lopez
	Melanie Baeza-McCray	Mark Manasse
	Monica Romero	Raquel Sojourner
	Pavel Consuegra	Sahar King
	Rachel Russell	Tina Recalde
	Shawn Fawcett	
	Robert Wong	
	Tara Maciel	
	Tasha Frankie	
	Toni Parsons	

CALL TO ORDER: By M. Romero at 3:00 p.m. in BT-104

- Welcome / Review and Approval of Minutes
 - Minutes 10/10/19 – The correction to the vote M/S/C will be updated. Committee approved minutes.

ACTION ITEM:

- Aracely will make the correction to minutes and the final version will be posted to the website.

CONTINUING BUSINESS:

- Committee Outcomes / Goals and Workgroups
 - Quick update that all workgroups would be meeting beginning in the spring.
- Presentation: Employer Engagement Report (Baeza-McCray)
 - Melanie presented on the Employer Engagement Report, found [HERE](#)
 - Handouts from the presentation: [Glossary of Terms](#), [Recommendations](#)
 - The committee found the presentation informative, asked insightful questions and recommended that it be shared with the rest of the campus.
 - Melanie and Monica will be taking this presentation on the road to share with the campus

ACTION ITEM:

- Melanie and Monica will develop a timeline for campus presentations

NEW BUSINESS:

- Master Planning Taskforce – Strong Workforce Rep
 - The Master Planning Taskforce requested a representative from the Strong Workforce Program. The Committee was presented with a description of the Taskforce and pertinent information:
 - Charge: The Task Force will guide the development, review, and college-wide vetting of the plan, to include the analysis of data and discussion of key findings and recommendations. The recommendations will be presented to the PIE Committee and ultimately submitted to President’s Cabinet ([click here for full description](#))
 - Commitment: Through Fall 2020 or until the plan has been approved by the Board
 - Meeting times: 1st and 3rd Tuesday from 3:45-5:45 pm.
 - Meetings: 2 hours long and will include our consultants
 - Workload: First read on all drafts coming from the consultants, review of external scans, review of other data, regular feedback loop with constituency group
 - After a short discussion Rachel Russell volunteered to be on the Taskforce, but had concern regarding her future class schedule and time commitment. It was agreed and approved by the Committee that Rachel and Monica would “tag-team” service on the Taskforce.
- Increase to SW Committee meeting time
 - Monica brought forward a recommendation to expand the SWC meetings from one hour to one and a half hours. Originally the SW Workgroup convened for 1 ½ hours. Once the SWC was approved, it was reduced to one hour so that the Academic Senate could hold its CTE meeting the preceding half hour. Since the Academic Senate has not established their CTE Committee and the SWC meetings have an abundance of agenda items the recommendation for the expanded time was brought forward. The SW Committee approved the extension of item to 1 ½ hours for the meetings starting in the Spring.

ACTION ITEM:

- Monica to inform Taskforce of representation from Strong Workforce.
- Full SW Committee will be notified of the increase of meeting time for the Spring.

REGIONAL WORKGROUP UPDATES:

- Data/Research - Hai:
 - The workgroup is working with West Ed on a K-12 project to inventory all the CCTE programs in the county
- Pathways Navigation – Claudia:
 - Student Onboarding was the focus of year one and the \$50,000 grant. Now it is time to work on the year two plan for the \$100,000 grant. There is a template required by the Region by December 20th. The workgroup will also be collaborating with the Mesa Pathways implementation team for Onboarding and Career Exploration.
- Work-Based Learning/Job Placement – Shawn:
 - All campuses in the Region have now hired WBL Coordinators
 - The Region’s community of practice (COP) for WBLC and Job Placement / Case Managers is meeting on a monthly basis.
 - The COP for WBLC/JP-CM have developed draft of process maps for the Region

- Marketing - Danene:
 - Noncredit information has been added to the careered.org website
 - They are collecting Google Analytics data from all of the institutions
 - They are working on Public Relations pieces that will highlight outstanding CTE faculty
- Student Success & Retention – Tasha:
 - SWP Faculty Institute orientation will be held on Friday 11/15 from 10-12 in BT-101. She will present on the project and how faculty can participate.

ACTION ITEM: NONE

PROGRAM UPDATES/ROUND TABLE

- Rachel reported that many of her students in GIS are obtaining jobs in their fields!!!
- Pavel reported that he will be presenting at the Alliance of Hispanic Serving Institution Educators in March.

ADJOURNMENT

- Meeting was adjourned at 3:55 PM

Meeting Dates for 2019-2020 from 3:00 pm – 4:30 pm, Room LRC-435

- February 13
- March 12
- April 9
- May 14

Submitted by: Monica Romero

Approved on: December 12th, 2019