Central Mother Lode Regional Consortium

Agenda
Central/Mother Lode Regional Consortium Steering Committee Meeting
August 3, 2016 - 9:00 a.m. – 2:00 p.m.
Clovis CC-Herndon Campus, 390 W. Fir, Bldg. B, Rm 305, Clovis, CA 93611

1. Welcome and Introductions
2. June 6-8, 2016 Annual Meeting Minutes
3. Receive and File: Program Endorsement Approvals, FY 2015-16 & FY 2016-17 (6/9/16-7/31/16)

2015-2016		
Program name	College name	Approval Due Date
Electron Microscopy - Biological AS Degree	San Joaquin Delta College	6/10/2016
Electron Microscopy - Materials AS Degree	San Joaquin Delta College	6/10/2016
2016-17		
Agricultural Mechanics COA	Reedley College	7/5/2016
Agricultural Mechanics AS Degree	Reedley College	7/5/2016
Medium/Heavy Duty Truck Service and Repair COA	Reedley College	7/8/2016
Early Childhood Paraprofessional COA	Fresno City College	7/12/2016
Infant Toddler Specialist COA	Fresno City College	7/12/2016
Special Education Assistant COA	Fresno City College	7/12/2016
Special Education Paraprofessional COA	Fresno City College	7/12/2016
Health Science AS Degree	San Joaquin Delta College	7/13/2016
LVN-RN 30 Unit Option COA	Porterville College	7/25/2016

4. Strong Workforce Program Goals/Local & Regional Planning Process (Hammerstrom) (40 min)
    a. Overview
        - M:\CRC\200M Allocation and Regional Planning\2016_07 Flow of $200M v3.pptx
        - http://doingwhatmatters.cccco.edu/Portals/6/docs/SW/Strong%20Workforce%20Taskforce%20Flowchart%207_15_2016Version14.pdf
        - Regional Share Template
        - M:\CRC\200M Allocation and Regional Planning\SWPOverview200M.docx
    b. Fiscal Agent Consideration
    c. Upcoming All-Stakeholder Regional Planning Meetings
    d. Resources:
        - CCCCO's website with newly launched slides, flowchart and timeline:
          http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx
        - SN/DSN resources: http://getthejobdone.info
        - GIS Partnership Map: http://partnershipgis.cccco.edu/maps/labs/
5. Center of Excellence/CTE Data Unlocked (Nora Seronello) (15 min)
6. Chair Updates (*see written report*) (15 min)
    a. CRC CIO-Focus Regional Planning Meeting, July 27, 2016
    b. Roadshows –COS, August 31st; who's next?!?!?!
    c. Streamline the Curriculum Approval Process, Pilot Project N/FN RC Status
    d. CCCCO Update
7. Steering Committee Roundtable (35 min)
8. Strategic Plan – Status Report of Strategic Area Updates (15 min)
    a. Communication & Leadership (Champions: S. Vargas, K. Hammerstrom)
        - CRC CTE Dean Leadership Modules (during working lunch)
    b. Curriculum, Programs & Pathways (Champions: P. Mendez, J. Preston)
    c. CTE Student Support Services (Champions: J. Andersen, R. Pimentel)
    d. Research & Data (Champions: N. Seronello, D. Mohle)

9. CTE Counselors Conference, September 9th, 2016 (5 min)
   a. Recruitment of CTE Deans to conduct two breakouts sessions
      - Community College Programs Lead to Jobs
      - Student Outreach and Recruitment related to CCPT grant
   b. "Administrators' Track" Status

10. DSN Updates (*see written reports*) (10 min)

11. TAP Updates (*see written reports*) (10 min)

12. Old Business (15 min)
    a. CTE Enhancement Program & Funding Status (Hammerstrom)

    b. CTE Enhancement Fund Program FINAL Reports to CCCCO (Hammerstrom)
       - Final Reports Due 12/31 or as completed; Linnie Bailey: report narratives contact
       - Reminder: **CCCCO Quarterly Due Thurs., August 15 (expense through 6/30/16)**

    c. Upcoming 2016-17 Meetings
       <u>Steering Committee Meetings</u>
       - **September 26, 2016**, prior to CCCAOE Fall Conference Rancho Mirage, 4:00 pm - 8:00 pm
       - **November 17, 2016**, Modesto Junior College, 9:00 am - 1:00 pm
       - **February 9, 2017**, Columbia College, Sonora, 9:00 am - 2:00 pm
       - **Date TBD**, prior to CCCAOE Spring Conference, 4:00 pm - 8:00 pm
       - **June 12-14, 2017**, CRC Annual Planning Conference, Monterey
       - **Standing Steering Committee Conference Calls**, 2nd Monday of the Month, 9:30 am, *as needed*

       <u>Additional Meetings/ CEOs & Steering Committee</u>
       - **Date TBD**, CVHEC Fall Board Meeting
       - **Date TBD**, CVHEC Spring Board Meeting

       <u>CRC Regional Planning Meetings</u>
       Pre-Regional Meetings - Internal
       - **July 27, 2016, CRC CIO Regional Meeting,** Clovis CC/Herndon Campus, 390 W. Fir, Bldg. B, Rm 305, 9:30am-12:00pm
       - **Aug. 2016, CRC CEO/CVHEC Regional Meeting,** TBD
       All Stakeholder Meetings:
       - **September 16, 2016**, Clovis CC/Herndon Campus, 390 W. Fir, Bldg. B, Rm 308, 11:00am-2:00pm
       - **October 20, 2016**, Bakersfield College, 11:00 am – 2:00 pm
       - **October 25, 2016**, San Joaquin Delta College, 11:00 am – 2:00 pm
       - **November 3, 2016**, in conjunction with WHCCD Essential Elements series, Harris Ranch, Coalinga, time TBD
       - **November 17, 2016**, in conjunction with Steering Committee Meeting, Modesto JC, 1:00-3:00 pm

LUNCH BREAK (15 minutes)

13. Working Lunch Presentation - <u>CRC CTE Dean Leadership Modules</u> (90 min)
    o **Sierra College CTE Committee Model** (Best Practices) – Michael Kane, Cerro Coso CTE Dean
    o **Career Advising for the CTE Student** (Best Practices) - Julie Lynes, FCC CTE Counselor

14. Announcements

15. Adjournment

Next Meeting: **Monday, September 26, 2016**, prior to CCCAOE Fall Conference,
Rancho Mirage, 4:00 pm - 8:00 pm

Minutes
Central/Mother Lode Regional Consortium
Annual Planning Conference
June 6-8, 2016   Monterey, CA

Meeting Attendees:

Steering Committee: Salvador Vargas (San Joaquin Delta), Thad Russell (COS), Pedro Mendez (Modesto JC), Jim Andersen (Merced College), Jacob Jackson (Fresno City College), Klaus Tenbergen (Columbia), David Clark (Reedley College), Linda Thomas (Clovis Community College), Cindy Collier (Bakersfield College), Tony Cordova (Taft College), Sam Aunai (Porterville College), Robert Pimentel (West Hills College, Coalinga), Michael Kane (Cerro Coso), Dave Bolt (for James Preston, West Hills College, Lemoore), Karri Hammerstrom (Regional Chair (RC)/SCCCD)

DSNs/TAPs: Dennis Mohle (ICT/DM DSN), Lorinda Forrest (Small Business DSN), Shelley Attix (Retail, Hospitality, Tourism DSN), Gurminder Sangha (Advanced Manufacturing DSN), Jeanette Benson (Global Trade and Logistics DSN), Linda Zorn (SN, for Valerie Fisher – HWI DSN), Nancy Gutierrez (SN, for Lori Marchy - Ag, Water and Environ. Tech. DSN), David Teasdale (Prop 39 Project Director TAP), Nora Seronello (Centers of Excellence TAP), Bob Hawkes (K-14 Pathways Director)

Guests: See last page

Monday, June 6, 2016

1. Welcome, introductions and conference overview
2. Presentation on the evolution of CTE at CA Community Colleges - Walter Di Mantova
3. Presentation on the collaboration between Central Valley Higher Education Consortium (CVHEC) and Central Regional Consortium - Dr. Sandra Caldwell, Dr. Benjamin Duran, Karri Hammerstrom
4. Panel on Dean's Leadership Academy module - Jim Andersen, David Clark, Salvador Vargas
5. Discussion of CCCCO directives in relationship to $200M Guidance - Walter Di Mantova, Karri Hammerstrom

Tuesday, June 7, 2016

1. M/S/A April 19, 2016 Meeting Minutes
2. M/S/A Receive and File: Program Endorsement Approvals, FY 2015-16 (*4/16/16-6/3/16*):

Program name	College name	Approval Due Date
Police Science AS Degree	San Joaquin Delta College	5/9/2016
Automation Technician - Mechatronics COA	San Joaquin Delta College	5/10/2016
Automation Technology - Mechatronics AS Degree	San Joaquin Delta College	5/10/2016
Computer Network Security Technology AS Degree	San Joaquin Delta College	5/10/2016
Electrical Technology - General Electrician Trainee COA	San Joaquin Delta College	5/10/2016
Electrical Technology AS Degree	San Joaquin Delta College	5/10/2016
Machining Technology AS Degree	San Joaquin Delta College	5/10/2016

Solar Photovoltaic Installation Technician COA	San Joaquin Delta College	5/10/2016
Fire Fighter Academy I COA	Bakersfield College	5/12/2016
Executive Chief Fire Officer COA	Bakersfield College	5/12/2016
Cyber Security Technician COA	Cerro Coso	5/13/2016
Cyber Security Technology AS-T Degree	Cerro Coso	5/13/2016
Advanced Information Systems AS Degree	Porterville College	5/25/2016
Business Information Systems AS Degree	Porterville College	5/25/2016
Computer Information Systems AS Degree	Porterville College	5/25/2016
Public Safety AS Degree	Porterville College	5/25/2016

3. Regional Chair report highlights:
   a. Regional plan must be approved by January, 2017. A series of planning meetings will be held for all stakeholders; a pre-planning meeting targeted to CIOs held on July 27, 2016. More details will follow.
   b. Vice Chancellor Van Ton-Quinlivan will be hosting a briefing for the CRC regarding the $200M Strong Workforce Program:

Conference Call Details: June 22, 2016; 10:00 am – 11:00 am
Phone: 888-886-3951
Passcode: 9849864

   c. A webinar on the new Dual Enrollment Toolkit will be taped and available for viewing. The toolkit can be found at http://www.careerladdersproject.org/ccccode/.
   d. A goal for next year would be to identify a program(s) to pre-approve curriculum for multiple colleges; LA/OC has a model to review.
   e. Linnie Bailey has been contracted to compile the narrative portion of CTE EF Final Reports. She will be contacting all CRC colleges in the near future. RC reminded all colleges that project reports can be submitted as soon as the project is completed.

4. CRC Strategic Planning (see attached slides)
   Eric Ryan reviewed the strategic planning process, asking steering committee members for feedback on what has worked or not worked during the last year. Highlights from strategic area champions included:
   a. Communication and Leadership
      i. The importance of getting the consortium's 'house' in order before involving other entities.
      ii. CRC marketing focus should first be colleges.
   b. Curriculum, Programs and Pathways
      i. Program approval process is working well. Items to consider: when does the area reach saturation with programs? Are programs portable, scalable?
      ii. It would be helpful to have a complete inventory of CTE programs in the CRC Region.
      iii. Example - Workplace Internship regional project has held two meetings discussing strategies and best practices.
      iv. How do community colleges become strong partners with K-12? Tulare/Kings Linked Learning is an excellent model.
      v. A comment was made to add 'tutoring' to this section of the strategic plan
   c. CTE Student Support Services

        i. Necessity of documenting what the region look like in terms of embedded CTE counselors.

   d. Research and Data

        i. Necessity of ongoing solicitation of reports concerning the region and notification when those reports are posted.

5. Presentation on Labor Market Information
   Nora Seronello discussed Demand and Supply Data Tools from the COE. These excel tables are an excellent source for regional LMI, and are updated twice a year. The tables can be accessed at http://coeccc.net/supply-demand/.

6. Presentation on the State of Perkins in CRC Region - JeanClaude Mbomeda
7. Presentation on Managing Perkins Funds - Robin Harrington

Wednesday, June 8, 2016

1. Presentation of Regional Updates by DSNs and TAPs
2. Additional Reports and Announcements
   a. Discussion of SW Contract Education Task Force - David Teasdale
   b. Discussion of Counselor Conference, September 9, 2016 – Lorinda Forrest
3. Breakout Sessions
   a. Track A: Deep Dive-Informal Roundtable Discussion on $200M Regional Planning
   b. Track B: Lean Canvas Model
4. Presentation on LaunchBoard 2.0 – Renah Wolzinger
5. Conference Adjournment

Standing Steering Committee Conference Calls

2nd Monday of the Month, 9:30am, as needed
- June 13
- July 11
- August 8
- September 12
- October 10
- November 14
- December 12
- January 9
- February 13
- March 13
- April 10
- May 8

Upcoming CRC 2016-2017 Meetings

August 3, 2016; 9:00am-2:00pm
Clovis Community College, Herndon Campus

September 26, 2016; 4:00pm-8:00pm
Omni Ranch Las Palmas Hotel, Rancho Mirage
(Pre-CCCAOE)

November 17, 2016, 9:00am-2:00pm
Modesto Junior College

February 9, 2017, 9:00am-2:00pm
Columbia College, Sonora

Date TBD, 4:00pm-8:00pm
Pre-Spring CCCAOE

June 12-14, 2017
CRC Annual Planning Conference, Monterey

Additional Meetings
Date TBD
CVHEC Fall Board Meeting
CVHEC Spring Board Meeting

Pre-Regional Plan Meeting – CIO focus
SAVE THE DATE – JULY 26 & 27, 2016
Clovis Community College, Herndon Campus

Central / Mother Lode Regional Consortium Planning Conference

Monterey, CA
June 6-8, 2016

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Getting Started

- **Introductions**
- **9:00- 12:00; Break at 10:15-10:30ish**
- **Agenda**
    - -- **Debrief of What Has and Hasn't Been Working**
    - -- **Reporting Out of Progress from Last Year**
    - -- **Review of Draft of Revised Plan**
- **Outcomes**

2

Outcomes of This Session

1. **You'll Have Greater Clarity Regarding Our Overall Strategic Planning Process**

2. **A Refined Strategic Plan**

3. **Opportunities for Your Involvement in Executing the Plan**

3

Strategic Planning Efforts Since March, 2015

March – June, 2015

- A draft strategic plan created at a Tenaya Lodge, revised by a strategic planning team, and finalized at June retreat

- A clear focus on execution of the plan

June 2015 – April 2016

- Goals accomplished by goal teams led by goal champions

- Progress measured and plan updated

April 2016 – Today

Plan *and* the overall process have been reviewed and updated

4

What's Been Working?
What Hasn't Been Working?

What's Been Working in Our Overall Strategic Planning Process Over the Last Year?

- **The plan has had champions different components of the plan; has provided people with a contact for more information**
- **Summary of progress; color-based measurement to indicate progress; tracking our level of progress**
- **Functioning of the group to provide feedback; people have been engaged**
- **Catalyzes our "best practice" conversations**
- **Deliberate and focused conversations with key constituents**
- **Guidance regarding goals;**
- **CRC distribution of forms/templates**
- **CTE Enhancement organization and follow-through has been good**

5

What's Been Working?
What Hasn't Been Working?

What *Hasn't* Been Working in Our Strategic Planning Process Over the Last Year?

- Time; difficult to focus on this when we have so much on our plate; can make it harder to create quality work due to lack of time
- Dispersed region makes it difficult
- Sometimes conf calls don't do merit to process
- Not clear how each goal is directly related to the consortium's purpose and overall effectiveness of our efforts; how is that measured
- How to overlay impact on students; connect to more well-defined metrics
- Could use more support, regionally, regarding how we access/use funding
- Overall good direction, but there's barriers, perhaps ongoing, that we need to overcome; sometimes there are things that aren't in our control to change – be more realistic on what we can change
- New people to the team with a lot on their plates
- Looking at the one page it can be difficult to see what has been completed regarding each of the goals
- Could be improved upon – getting key stakeholders engaged in this process

6

Vision and Mission

Vision: The Central/Mother Lode Regional Consortium is the premier regional collaborative that supports education and training to develop a skilled workforce in the Central/Mother Lode Region.

Mission: The CRC facilitates and supports regional initiatives for its member colleges and key stakeholders. Through professional development, curriculum development, and collaborative communication and implementation, we collectively provide education and training to create a highly skilled workforce. The Consortium enhances workforce development in priority industry sectors by facilitating discussions and providing leadership.

8

Five Strategic Areas

1. **Communication and Leadership**

2. **Curriculum Program and Pathways**
3. **CTE Support Services**
4. **Research and Data**

5. **Regional Plan**

9

The Consortium's Annual Three-phase Strategic Planning Cycle

April

3. Implement (All Year)

1. Assess

May - June

November

2. Plan

September

🔴 = Stop, Measure Progress & Revise Goals/Plan as Needed
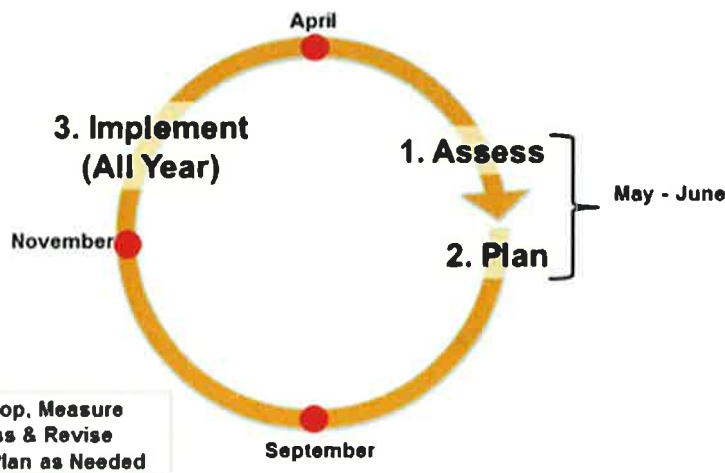
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The Process Going Forward

1. **Karri Facilitates Ongoing Process**

2. **Goal Teams Accomplish Goals**

3. **Measure Progress in August, December, and Next March**

4. **Revise and Adjust Plan as Needed**

11

Strategic Planning Process Roles and Responsibilities

Overall Champion (Karri)
- Catalyze a supportive environment for our ongoing strategic planning process
- Provide support to Goal Champions
- Ensure that progress is measured and documented
- Ensure that plan is updated and revised as needed

Goal Champions
- Play a critical support role in helping to reinforce our overall strategic planning process
- Ensure that progress is made on goals in "your" strategic area
- Report out at quarterly steering committee meetings

Goal Team Members (TBD)
- Commit to being on a team that works together to complete a goal

12

Next Steps

1. **All:** If you haven't done so already, be sure to let Karri know if you have any input to the goals on the strategic plan.
2. **All:** If you haven't done so already, be sure to let one of the goal champions know if you'd like to engage in completing one of the goals on the strategic plan.
3. **Goal Champions, Eric, Karri:** ASAP, set up conference calls to review the goals within each respective strategic area.
4. **Karri (with input from others):** Clarify what key, practical projects can be a focus of the consortium this year, with the objective of sharing these throughout the network and deep into the colleges
5. **Karri:** Consider facilitating a more in-depth conversation with the regional steering committee (or a subset therein) regarding the overall strategic planning process, direction, strategies, etc.

13

Thank You!

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14

	Annual Planning Conference Attendees			
1	Allyson	Adams	Admin. Aide	CRC
2	Jim	Andersen	Dean	MCCD
3	Bobby	Anderson	Dean	MCCD
4	Shelley	Attix	DSN	RHT
5	Sam	Aunai	Dean	Porterville
6	Diane	Baeza	Program Director	KCCD
7	Stephanie	Baltazar	Specialist	Bakersfield
8	Janet	Barbeiro	Assistant to VC	SCCCD
9	Colby	Barker	Adult Ed Coord.	CCOE
10	Jeanette	Benson	DSN	GTL
11	Patrick	Bettencourt	Dean	MJC
12	Dave	Bolt	VP	WHCCD
13	Sandra	Caldwell	President	Reedley
14	David	Clark	Dean	Reedley
15	Cindy	Collier	Dean	Bakersfield
16	Shelly	Conner	Dean	MCCD
17	Tony	Cordova	Director	Taft
18	Kris	Costa	Manager	TCOE
19	Clint	Cowden	Director	WHCCD
20	Walt	Di Mantova	Dean	CCCCO
21	Benjamin	Duran	Exec. Director	CVHEC
22	Lorinda	Forrest	DSN	Business
23	Autumn	Gardia	Director	MCCD
24	Leticia	Garza	Program Manager	KCCD
25	Sean	Glumace	TAP	
26	Araceli	Gonzalez	Counselor	MCCD
27	Jennifer	Hamilton	Dean	MJC
28	Karri	Hammerstrom	Regional Chair	CRC
29	Bob	Hawkes	TAP	K-14
30	Rozanne	Hernandez	Program Manager	Bakersfield
31	Barbara	Hioco	Vice Chancellor	SCCCD
32	Jacob	Jackson	Dean	FCC
33	Michael	Kane	Dean	Cerro Coso
34	Julie	Lynes	Counselor	FCC
35	JeanClaude	Mbomeda	CRC Grant Monitor	CCCCO
36	John	Means	Associate Chancellor	KCCD
37	Pedro	Mendez	Dean	MJC
38	Dennis	Mohle	DSN	ICT
39	Lori	Morton	Business Engagement	FCOE

40	Gillian	Murphy	Dean	SJDC
41	Audrey	Newsom		Workability
42	Robert	Pimentel	Dean	WHCCD
43	Martha	Robles	Dean	MJC
44	Thad	Russell	Dean	COS
45	Gurminder	Sangha	DSN	Adv. Manuf.
46	Nora	Seronello	TAP	Coe
47	Giselle	Simon	Pathway Director	WHCCD
48	Lorraine	Smith	Dean	FCC
49	David	Teasdale	TAP	Prop 39
50	Klaus	Tenbergen	Dean	Columbia
51	Brenda	Thames	VPI	MJC
52	Linda	Thomas	Dean	SCCCD
53	Garrett	Thomas	Program Manager	Porterville
54	James	Todd	VPSS	MJC
55	Kara	Tolbert	Manager	Cerro Coso
56	Salvador	Vargas	Dean	SJDC
57	Louann	Waldner	Provost	COS
58	Tim	Woods	Dean	FCC
59	Linda	Zorn	SN	

Web • Site   Search

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Workforce Outcomes

Task Force on

to eUpdates
🐦 Follow

Strong Workforce Program 2016-17 Planning Calendar

	2016-17							
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb

LOCAL SHARE PLANNING

Districts/Colleges previews their Local Share Allocation (7/31) pending Board of Governors approval (9/19)

	7/31		9/19					

Districts/Colleges preview Local Share Template (8/31). Final Local Share Template made available 9/19

		8/31	9/19					

Districts reports on uses of Local Share via Local Share Template. Final deadline of 1/31

							1/31	

Districts/Colleges access support resources: CTE Data Unlocked experts; Labor Market Research Ctrs of Excellence 'supply and demand tables' & curated reports; 'wishlist' by Sector Navigators/Deputy Sector Navigators, etc.

Local Share Summary Reports made viewable. Uses of Local Shares Summary Report posted to the web after 1/31

REGIONAL SHARE PLANNING

CTE Regional Consortia enlist external partners for regional planning. Preschedule Fall dates. Post dates to web

CTE Regional Consortia facilitate establishment of regional priorities through Fall regional planning meetings. Vet with regional partners. Post to web

CTE Regional Consortia facilitate decision-making amongst districts to finalize use of Regional Share along regional priorities. Districts submit proposals as appropriate. Post to web for comments

CTE Regional Consortia report on uses via Regional Share Template

							1/31	

LABOR MARKET INFORMATION - SUPPORT FOR DISTRICTS/COLLEGES

Links to "standard" sources of labor market research posted to doingwhatmatters.cccco.edu/strongworkforce.aspx website for ease of reference

Sector Navigators publish "wishlist" of CTE programs at getthejobdone.info. Deputy Sector Navigators evangelize "wishlist" to colleges/districts/CTE Regional Consortia

Centers of Excellence and Regional Consortia resolve uses of Local Share that trigger a 'red flag'

Centers of Excellence field requests for help by colleges/districts

CTE Data Unlocked experts field requests for help by colleges/districts

CCCCO RESPONSIBILITIES: ALLOCATIONS, TEMPLATES, SUMMARY REPORTS

CCCCO publishes allocations of Local Shares and Regional Shares (7/31). Board of Governors approval (9/19)

	7/31		9/19					

CCCCO develops beta of the Local Share Template. Launches final Local Share Template

			9/19					

CCCCO develops beta of Regional Share Template. Launches final Regional Share Template

				10/19				

CCCCO develops beta of Local Share Summary Reports (sortable by TOP, College, Region). Launches Local Share Summary Reports

				10/31				

CCCCO develops beta of Regional Share Summary Reports. Launches Regional Share Summary Reports. Publishes final submissions after 1/31

					11/19			

The Opportunity
For community colleges to become essential catalysts to

FEEDBACK

Frequently Asked Questions for $200M Budget Rollout

Q: When will Local Share and Regional Share allocations be known?

A: Preliminary allocations will be published by the CCCCO by 7/31/16 and made final upon approval by the Board of Governors at its 9/19/16 meeting.

Q: What is the data source for modelling the allocations?

A: The trailer bill language (link to trailer bill) specifies the factors and the weighting of the factors in determining the Local Shares and Regional Shares. The CCCCO has had EMSI 5-year projections is the source for 'projected job openings'. ESRI by zipcode is the source for 'unemployment'. 'CTE FTES' is from 2014-15, which is the latest year of data provided by colleges to the CCCCO MIS system. The CCCCO does not need any data from colleges/districts to model the allocations.

Q: Will non-credit be included in the 'CTE FTES' calculations for allocations?

A: Yes, both non-credit and credit 'CTE FTES' are included.

Q: Will the local Strong Workforce funds come to the college as categorical?

A: Yes

Q: Is this on-going funds?

A: Yes, every year, $200M in funds will be made available as a categorical to our system.

Q: Can we collect apportionment on these CTE programs when funded by Strong Workforce Program dollars?

A: Yes. There is nothing in the trailer to prohibit.

Q: How long do we have to spend the funds?

A: The 2016-17 allocations will be available for Local Share spending through December 31, 2018. Note: Each year, you will get another year's allocation of Local Share.

Q: What if I can't figure out enough ways to use my 2016-17 Local Shares?

A: Your use of Local Share will be reviewed in year 2 and we will start a discussion with you to return funds halfway through year 2 if any still uncommitted.

Q: With the development of new programs comes substantive change applications with the ACCJC. Not only is it time consuming for someone to prepare the substantive change documents, but they also have to pay a fee to ACCJC to process it. Can the Strong Workforce funds be used to pay for this?

A: It is your decision on how to use the funds as long as you are meeting the multiple measures of CTE outcomes and adhering to the requirements of the trailer bill language.

Q: Can I hire (e.g., CTE faculty, CTE Deans, coordinators, job developers, counselors for CTE counseling, etc.) using the Strong Workforce Program funds?

A: It is your decision on how to use the funds as long as you are meeting the multiple measures of CTE outcomes and adhering to the requirements of the trailer bill language.

Two things to consider if you are incurring on-going cost such as this. 1) Note that these are 3-year funds which is shorter than than your commitment when you make permanent hires. 2) In a few year's time, your CTE programs may need Local Share to aid w retooling/upgrading to keep them relevant and so if you commit all your Local Shares to on-going personnel cost, you may find yourself lacking the flexibility to invest in retooling/upgrading these programs.

Strong Workforce Program Overview 0.2   DRAFT

Background: State's Interests in Workforce Development

Governor and Legislature find Workforce Development is critical to
- Providing middle skills workforce essential to industry productivity and competitiveness. 1M additional industry-valued credentials needed 2017-2027
- Providing pathways to middle skills wages for youth, un- and underemployed adults
- Meeting needs of demand and supply sides of labor market are critical to vibrant, healthy California economy

State making substantial ongoing investments, with significant recent increases
  - CCs: $2B ongoing, Strong Workforce Program adds $200M
  - K-12: $900M CTE Incentive Fund
  - AEBG: $500M
  - WDB:

State has also invested in developing policy direction for these investments
- California Unified Strategic Workforce Development Plan
  - Provides framework for public policy, fiscal investment, and the operation of all workforce education, and training programs specifically including CTE in the Community College, Adult Ed, and K-12 systems
- Strong Workforce Task Force
  - Internal/external stakeholders make 25 recommendations for strengthening CTE
  - Makes case for additional funding for CTE in Community Colleges

Strong Workforce Program Goals

- MORE - Increase the amount of CTE instruction delivered (FTES, Headcount)
- BETTER - Continuously improve CTE outcomes (Success, Completion, Job Placement, Job Retention, Wages, Employer Engagement) with a particular focus on completion of industry valued credentials, job placement, and wage advancement
- ALIGNMENT
  - **Sector strategies**: Engage with industry to align CTE programs with leading and emergent sectors
  - **Career pathways**: Align services across multiple providers to enable progressive skills development within a career pathway that has multiple entry points, and multiple exit points that each deliver labor market gains
  - **Regional partnerships**: Build partnerships of industry, labor, education, workforce and economic development entities and civic leaders to develop workforce and education policies that support economic growth
  - **Workforce Development Systems**: align efforts (CC, WDB, AEBG, K-12) to provide comprehensive regional career pathways that align with industry sectors
- EQUITY - close equity gaps in program access, completion, and earnings of underserved demographic groups
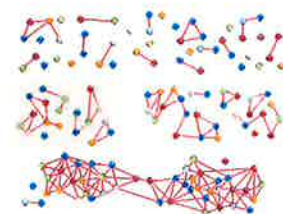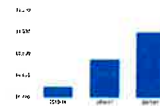
Strong Workforce Program Funding

$200M per year

- 5% off the top for statewide activities to improve and administer the SWP including alignment of system, programs, and data at state and regional levels and to support implementation of the Strong Workforce Task Force recommendations
- Remaining
  - 60% Local - Direct from Chancellor's Office to Districts to meet goals of SWP
  - 40% Regional - to Regional Consortia to be allocated by vote of member colleges to meet goals of SWP
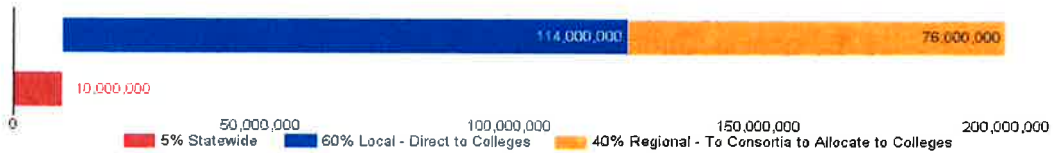
Performance Period

- Funds must be spent by December 31 of second year following year allocated.

Allocation Model - direct funds according to capacity of college (CTE FTES), needs of labor market (Unemployment/Job Openings), and ability to address needs (Outcomes)

Factor	2016-17	2017-18 & beyond
Proportion of CTE FTES	1/3	1/3
Unemployment	1/3	1/3
Projected Job Openings	1/3	1/6
Successful Workforce Outcomes*		1/6

* Formula based on Common Measures data tracked in Launchboard (aligned with WIOA)
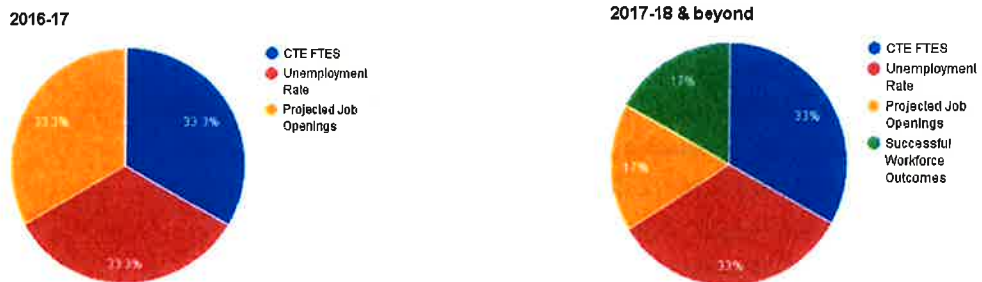
Strong Workforce Program Framework

Continuously improving our success at preparing more students to better meet the needs of local and regional labor markets

- Creating career pathways that serve local and regional labor markets with emphasis on industry sectors critical to California's regional economies
- Productive partnerships between colleges and with workforce development stakeholders to improve outcomes
- Using outcomes data to focus and inform investments efforts

Building Capacity to Use Data: CTE Data Unlocked

- Provide colleges and regions with the data necessary to guide their efforts to improve outcomes.
  - Identification of common measures
    - MORE: FTES (quantity of instruction delivered), Headcount (# of students served)
    - BETTER: Student Success, Completion, Job Placement, Job retention, Wage Advancement, Employer Engagement, with demographic breakdowns
  - Development of Launchboard and training in its use
- Resource colleges to improve quality of data and capacity to use data
  - $50k grants and Technical Assistance

Regular cycles of planning, investment, evaluation to continuously improve outcomes
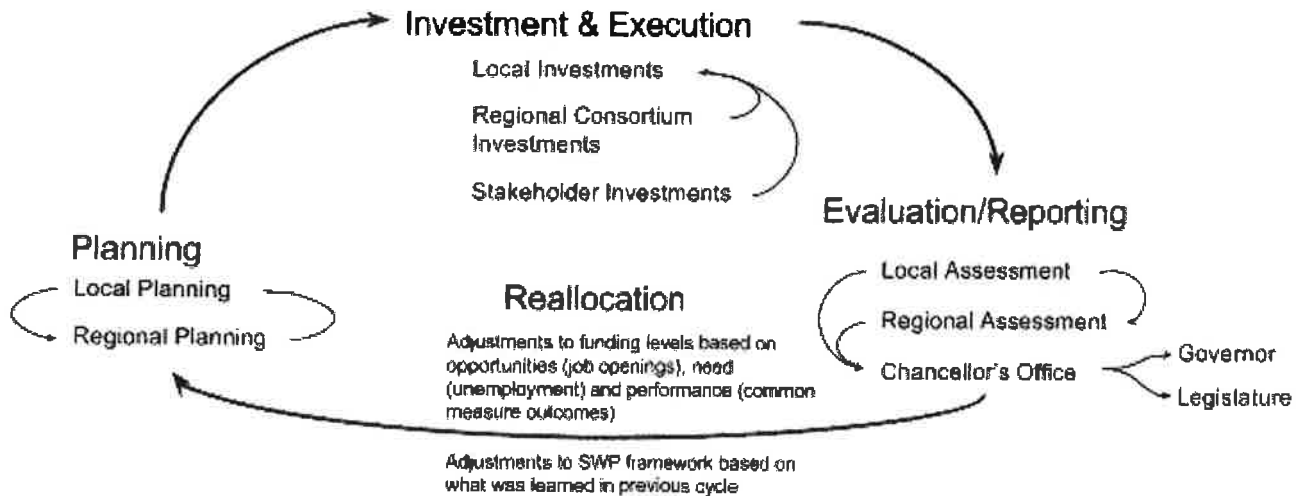
Planning

Local Planning

- Review and analyze
  - Strong Workforce Task Force, and Regional Plan recommendations
  - Local and regional LMI, Industry advisement
  - College performance on Common Measures
  - College FTES committed to CTE
- Identify and prioritize opportunities to strengthen CTE portfolio's outcomes
  - Ways to increase # of students in CTE programs leading to employment/wage advancement
  - Potential new programs to meet local and regional labor market gaps
  - Ways to expand existing programs and improve outcomes in programs targeting labor market gaps
  - Implementation of Strong Workforce Task Force Recommendations including those calling for student services that improve outcomes
  - Engagement of employers and labor in assessment, planning, development of CTE courses, programs and pathways
  - Work with public and private organizations to provide pathways to employment for young adults with autism and other developmental disabilities
- Participate in regional planning
  - Provide local performance data and LMI to inform regional planning
  - Identify opportunities to improve local outcomes through regional collaboration and investments

Regional Planning

- Convene colleges, stakeholders (industry, labor, WDBs, AEBG Consortia, K-12s, UC/CSU, civic leaders, economic development agencies)
- Research, gather, and analyze
  - Strong Workforce Task Force recommendations, California Unified Workforce Development Plan, and other regional workforce development plans
  - Regional LMI to identify middle skills workforce gaps on both the demand and supply side
  - Regional performance on common measures to identify areas of strength and areas for improvement
  - Inventory local and regional programs across stakeholders that address labor market gaps to identify opportunities for alignment
- Set priorities, goals
  - Most important labor market demand and supply side gaps
  - Best opportunities for improved outcomes through improved alignment of efforts across stakeholders and across existing programs
  - Strategies, programs and projects best suited to addressing gaps, improving outcomes
  - Guidance to colleges to avoid unproductive duplication of effort and optimize regional CTE portfolio's offerings to the benefit of students, colleges and employers
  - Measurable regional goals for improving common measures

Investment & Execution

- Local Investments
  - Local investments determined by each college
  - Each college certifies:
    - Investments will increase CTE enrollments, courses, programs, pathways
    - Targeted program areas will prepare students for occupations that have documented labor market demand not exceeded by existing supply. (Documentation to come from validated source or to be reviewed by Center of Excellence and Regional Consortium.)
    - Investments address recommendations from the Strong Workforce Task Force including provision of student services related to career exploration, job readiness and job placement, and work-based learning
    - Expenditures will not supplant existing funding of CTE programs
    - College will maintain or exceed % of FTES that is devoted to CTE as compared to % CTE in 2015-16.
- Regional Investments
  - All investments to community college districts and all determined by vote of member colleges
  - Investments build capacity of region's colleges to meet regional labor market needs, build regional, sector & occupational cluster focused pathways, improve Common Measure outcomes
  - Co-investments may be made with stakeholder partners to achieve greater impact

Evaluation/Reporting & Reallocation

- Local Evaluation/Reporting
  - Evaluate investments and outcomes and use what is learned to inform next round of investments at local and regional level
  - Report outcomes to region and state
  - Verify that % of FTES that is CTE meets or exceeds % in baseline year 2015-16
- Regional Evaluation/Reporting
  - Identify and disseminate what is working locally to inform next cycle
  - Evaluate regional investments and outcomes and use what is learned to inform next round of investments
  - Identify barriers/opportunities best addressed at state level and recommend to Chancellor's Office
- Chancellor's Office
  - Integrate outcomes/evaluations from colleges/regions
  - Report outcomes and demographic data to Governor and Legislature
  - Prioritize and address barriers and opportunities
  - Adjust Strong Workforce Program framework as needed to better support goals of more and better CTE
  - Determine funding distribution for next round based on funding formula and recalculation of factor relating to successful workforce outcomes

Local Share Template Flowchart (DRAFT)

START — Local Share Template

→ Complete Contacts Worksheet

→ Read Trailer Bill Language, CCCCO Guidance, Planning Overview, FAQs and Useful links

→ Identify CTE programs for Local Share Investments (Note: 2.5 years to spend your FY 16-17 Local Share and then renew thereafter if Districts so chooses)

→ **Targeting In-Demand Occupation?**
- Identify geography and occupations targeted
- Identify demand and supply and gap
- Identify source of Labor Market Information

→ Is there an over supply? — **Yes** → Ineligible. Go back to Start

No ↓

Using a standard labor market information source?

Identify which of these Standard Sources for Labor Market Information:
A) PRIORITY/EMERGENT SECTORS selected by your region using data provided by your Deputy Sector Navigators/Sector Navigators
B) SUPPLY AND DEMAND TABLE for your region provided by the Labor Market Research Centers of Excellence
C) Library of CURATED MARKET LABOR RESEARCH created by Centers of Excellence
D) MORE THAN 50% OF STUDENTS ATTAINED A LIVING WAGE as evidenced within the LaunchBoard
E) REGIONALLY PRE-APPROVED by your CTE Regional Consortia
F) OCCUPATIONAL PRIORITIES already identified in prior regional plans as published by CTE Regional Consortia

No, but I already have the supporting data →

Submit Custom Data for Regional Approval: 3 person review team comprised of
1) Center of Excellence Director
2) Regional Consortia Chair or Designee
3) Designee (preferably an external partner)

No, I need help validating and justifying →

Solicit help from your Labor Market Research Center of Excellence or Deputy Sector Navigator — **Yes** →

Approved? — **No** → Ineligible. Go back to Start
— **Yes** →

Yes →

Provide Projection (Funding must improve quantity and/or quality of CTE. See Trailer Bill language):
(1) to expand enrollment in an existing CTE program or create new CTE program,
(2) to improve Strong Workforce Program metric(s)
(3) both?

Submit projections in 2016-17, 2017-18 & 2018-19, compared to 2014-15 base line year for (select at least one from the following):
- CTE enrollment at census
- Skills gains
- Completion
- Transfer
- Employment rates
- Earnings
- Employment in field of study
- Median change in earnings
- Proportion of students who attained living wages

Provide a brief explanation of investments you will make and how these will result in improved performance (300 character limit)

If an Existing Program → Run CTE Funding Calculator. Complete Budget Template A

If a New Program → Complete New Program Budget Template B

→ Districts Certifies **APPROVAL TO PROCEED**

IMPLEMENTATION

Districts Certifies APPROVAL TO PROCEED → Is curriculum new or "substantive change"?
— **Yes** → Obtain local, regional and state approval → Approved? — **Yes** → IMPLEMENT PROGRAM
— **No** → IMPLEMENT PROGRAM

START — Collaborative Regional Planning

→ **Complete Contacts Worksheet**
- CTE RC
- Fiscal Agent
- Voting Reps

→ **Read Trailer Bill Language; CCCCO Guidance; Useful Links (Including GIS); FAQs; Planning Over Regional Share Allocation**

→ **CTE RC Facilities college decision. Making on how it will determine how to spend Regional Share.**

→ **-Establish Priorities for 15% Share**
-Up to 15% can be spent on:
- CTE RC Capacity
- REC's 17B
- Other SWP REC

Post to Web

Required Regional Planning Partners (WIOA)

Under the State Plan, the required regional partners for developing and implementing the regional plans are as follows:

- Industry sector leaders, including associations, business organizations, and organized labor from the region's priority industry sectors
- Regionally organized local workforce development boards
- Local economic development agencies
- Regional consortia of community colleges
- Regional consortia of adult basic education providers, (including both WIOA Title II and other state-funded basic education programs)
- Representatives of k-12 CTE program funded by either federal Perkins funds or various state-specific CTE funding streams, when relevant county offices of education and other local educational agencies determine that participation will benefit the students participation in regional CTE programs

Additional regional partner may also include the Employment Training Panel (ETP), the Department of Rehabilitation (DOR), County Welfare agencies, as well as Community groups with experience representing and saving individuals with barriers in employment.

Recommended list of Regional Partners
Enlistment with AEBG QWIBS, Business and Industry Partners, & Local Colleges.
1. Do we still agree on the same priority and emergent sectors as previously selected?
2. What is missing from our region's sector pathways?
3. How do we organize to secure job/internship placement?

Enlist External Partners for Collaborating Regional Planning:
SWP (CCDistricts)
- LWIBS
- Adult Education
- Local Ed Agencies
- Interested Public 4 Year Universities
- Econ Development and Industry Leaders
- Local Civic Reps

Coordinate with LWIBS
- Summarize Local Share Investments in Sectors
- Consolidate and Analyze Regional/Sub Regional Labor Market Information

Establish Questions & Agenda for Regional Planning
Affirm priority and emergent sections for the region.
- Are they still the same?
- What remains missing in the Region's Sector Career Pathways?
- How job placement and internships will be coordinated?

Set Dates for the following:
- Regional Planning
- Hold Calendar
- Publish to Website

-CTE Facilities setting Regional Priorities for Reg SWP Share

-85% must be spent on more and/or better CTE Programs

- RC Solicit Interest from Colleges
- Award Investments
- RC Complete Regional Templates

LWDB Establish their Priorities

CWDB Consolidates State Plan

**Regional Share Template
to report on uses of funds by districts**

**Flowchart
(DRAFT)**

Green = CCCCO
Blue = WIOA

Labor Market Data Support

For Strong Workforce Local Planning

To assist community colleges in filling out the LMI portion of the applications for local funding, the following resources will be made available:

1. **"Data for Planning"** page. This resource inventory is currently being set up on the Doing What Matters website. It will contain relevant LMI reports from the COE as well as reports/research submitted to the Chancellor's Office by Sector Navigators. The resources will be sortable by sector and type of resource/data provided. Page will be located under the "Strong Workforce" dropdown menu of the DWM website.
   a. **Input requested – what other criteria for filtering resources would be helpful?**

2. **Demand & Supply Tools** on COE website. Community colleges can utilize these data tools to assess projected occupational demand and the supply of graduates from a program(s) of study. Data can be filtered by county if needed.

   Data tables and video tutorials on using the data can be accessed at
   http://www.coeccc.net/supply-demand/index.asp
   a. **What support do you need from the COE to help you utilize these tables?**

3. **Regional COE webpage** that contains a variety of labor market reports for the Central Valley/Motherlode region: http://www.coeccc.net/central.asp

4. **LaunchBoard 2.0** Snapshot Report "What are the projected job openings in the region?"
   https://www.calpassplus.org/Launchboard/

For any additional technical assistance with labor market data, contact your regional Center of Excellence:

Nora Seronello
Director, Center of Excellence, Central Valley/Motherlode Region
209.575.6894 (office)
seronellon@mjc.edu

Strong Workforce Program Metrics

Background

Per the Strong Workforce Program legislation, performance accountability measures shall "to the extent possible, align with the performance accountability measures of the federal Workforce Innovation and Opportunity Act (Public Law 113-128). Outcome measures shall include, to the extent possible, demographic data, to allow policymakers and the general public to evaluate progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.... Recommendations for future allocations to consortiums [should be] based upon program outcomes, including, at a minimum, the number of certificates granted to, and wage increases of, students who have completed a career technical education program."

Metrics

All metrics are disaggregated by race, gender, and age grouping, and are available in the LaunchBoard.

- *Skills gains*: Course success rate for credit courses*

- *Completion:* Unique individuals who completed a credit or noncredit local certificate, credit or noncredit Chancellor's Office approved certificate, associate degree, applied bachelor's degree, or third-party credential*

- *Transfer:* Unique individuals who transferred to a four-year institution

- *Employment rates:* Employment rate for exiting students at two and four fiscal quarters after leaving the community college system, with disaggregated data provided on outcomes for completers and skills-builders (based on a match to the state unemployment insurance wage file)*

- *Employment in field of study:* The proportion of students who reported that their current job is close or very close to their field of study, with disaggregated data provided on outcomes for completers and skills-builders (based on responses in the CTE Outcomes Survey)

July 21, 2016

- *Earnings:* Earnings for exiting students at two fiscal quarters after leaving the community college system, with disaggregated data provided on outcomes for completers and skills-builders (based on a match to the state unemployment insurance wage file)*

- *Median change in earnings:* Percentage change in earnings for exiting students, one year before and one year after exiting the California community college system, with disaggregated data provided on outcomes for completers and skills-builders (based on a match to the state unemployment insurance wage file)**

- *Proportion of students who attained living wages:* Earnings among exiting completer and skills-builder students, compared to the Living Insights Center data for a single individual in the college's Doing What Matters region

* WIOA metrics

** additional metrics flagged in the legislation

Questions

Please contact launchboard@cccco.edu

July 21, 2016

CRC Regional Chair Update
June-July 2016
Karri Hammerstrom, Regional Chair and CTE Enhancement Fund Grant Coordinator
karri.hammerstrom@reedleycollge.edu; 559.324.6444

NOTABLE MEETINGS & CONFERENCES
- **CRC Annual Planning Meeting,** *June 6-8, Monterey.* Confirmation of Strategic Plan, Regional Planning discussions, focus on $200 Million TBL, Perkins training.
- **CTE Unlocked Key Talent Training,** *June 28, Sacto*
- **Statewide Slingshot & Accelerator Meeting,** *June 28-29, Sacto*

NOTABLE ISSUES & ACTIVITIES
NOTABLE ISSUES & ACTIVITIES
- **Regional Consortia Systems:** Roles increased from originally just Program Approval, Professional Development and Regional Coordination & Marketing
- **Regional Planning Process:** Regional Collaborative Planning Process produces Regional Labor Market Priorities and a set of Shared Workforce Development Initiatives which inform and are embedded in the individual system's planning processes – **Comprehensive Regional Planning Process** (April-Nov); **Community College Regional Planning Process** (April-Jan)

ADDITIONAL NOTABLE MEETINGS
June
6/1/16 CCCCO DWM All Hands-on Conference Call
6/2/16 University Advisory Board
6/2/16 SJV Mfg Alliance Quarterly meeting
6/2/16 Eric Ryan conf call meeting re: CRC Strategic Plan & Planning Conference
6/3/16 SVEI meeting
6/5-8/16 CRC Annual Planning Conference, Monterey, CA
6/15 Sperling conf call re pathways
6/17/16 CA Partnership for the SJV-2016 2Q BOD meeting, Tulare
6/21/16 DSNs Bi Weekly Conference Call
6/21/16 Mid Valley Slingshot Sub Region Meeting, Fresno
6/21/16 Jim Lancaster/multi-college curriculum pre-approval process conference call
6/22/16 Central/Mother Lode Regional Briefing: Preparing for $200M Strong Workforce Program cc
6/22/16 Maxey cc re: Lean Process for Program Review
6/23/16 Linnie Bailey-CRC consultant meeting re: CTE EF final reports
6/28/16 CTE Unlocked Key Talent Training, Sacto
6/28-29/16 Statewide Slingshot & Accelerator Meeting, Sacto
6/30/16 Parnell & Hioco meeting re: regional efforts

July
6/1/16 Vice Chancellor Van Ton-Quinlivan-all-hands briefing on Gov's proposed budget
6/2/16 University Advisory Board meeting
6/2/16 SJV Manufacturing Alliance meeting
6/2/16 Eric Ryan conf call meeting re: CRC Strategic Plan & Planning Conference
6/5-6/8/16 CRC Annual Planning Conference & Steering Committee meeting, Monterey
6/13/16 CRC Steering Committee Conference Call (scheduled)
6/15/16 CCCCO Regional Chairs conference call (scheduled)
6/17/16 CA Partnership for the SJV-2016 2Q BOD meeting, Tulare
6/17/16 SC Ad Ed Consortium meeting
6/21/16 DSNs Bi Weekly Conference Call (scheduled)
6/21/16 Mid Valley Slingshot Sub Region meeting
6/23/16 CIO Regional V Conf Call (scheduled)
6/28/16 CTE Data Unlocked Key Talent training, Sacramento
6/28-29/16 Statewide Slingshot Accelerator mtgs/CA Workforce Development Board Full Board Meeting, Sacramento

NORTH FAR NORTH REGIONAL CONSORTIUM
PILOT PROJECT PROJECT CHARTER

DRAFT: Based on input from 6/16/16 meeting. Presented to Project Team for review, questions and input. Response due no later than August 1.

Project Identification

Project Name:	Curriculum Approval Process	**Phase:**	Initiation
Project Number:	NFN/RC/1	**Date:**	7/18/16
Project Sponsor	Doug Houston	**Version:**	8.0
Project Manager	Barbara Maxey		

ROLES AND RESPONSIBILITIES

NORTH FAR NORTH APPROVAL TEAM (Coordinating Council)	RACI (Responsible, Accountable, Consent, Inform)
Doug Houston, Chancellor Yuba Community College District	Consent
Scott Thomason, CEO College of the Siskiyous	Consent
Virginia Guleff, CIO Mendocino	Consent
Mary Turner, CIO Sacramento City College	Consent
Jamey Nye, Vice Chancellor Los Rios District/ Co Chair North	Consent
Jodi Ausland, Co Chair Far North	Consent
Linda Zorn, Statewide Sector Navigator	Consent

NORTH FAR NORTH REGIONAL CONSORTIUM
PILOT PROJECT PROJECT CHARTER

North Far North Team Members - Roles and Responsibilities		
Name / Title	**RACI**	**Primary Responsibilities**
Doug Houston **Chancellor Yuba District**	Consent	Validates the Project Charter. . Acts an an Ambassador for the Project Communication Commitment: Regional Consortium Members, All NFN Regional CEOs, Chancellor's Office; CIOs: Yuba District; CTE Deans: Yuba District; Curriculum Chairs: Yuba District; Academic Senate: Yuba District; NFN Coordinating Council; Regional Consortium Members; EDPAC/WEDPAC;
Virginia Guleff Vice President, Education and Student Services-Mendocino College; Region 1 CIO Board Representative; CIO Representative to the Systemwide Advisory Committee on Curriculum; NFN Coordinating Council	Champion: Project Team, Implementation Team	Validates the Project Charter. Has a vested interest in the successful outcome of the project. Provides overall approval on project. Vocal champion for the project throughout the System. Keeps abreast of major project activities. Ultimate decision maker for issues that impact the process. Provides final approval for all major scope changes. Acts as a representative for the NFN Coordinating Council. Acts as an Ambassador for the Project and communicates with peers and campus community. Communication Commitment: CEO: Mendocino; CIOs: All NFN Regional CIOs;CTE Dean: Mendocino; Faculty: Mendocino; Curriculum Chairs: Mendocino; Academic Senate: Mendocino; NFN Coordinating Council; Regional Consortium Members; Statewide Academic Senate
CSO	Implementation Team	

Financial Aid	Implementation Team	
Jodi Ausland: NFN Regional Co-Chair	Accountable	Validates the Project Charter. Hires Project Manager and Consultant. Approves the Project Schedule. Provides information, as needed, to ensure that the project stays on track and meets the intended goals and deliverables Communication Commitment: Regional Consortium Members; NFN Coordinating Council; DSNs/Key Talent; Chancellor's Office; Regional Consortia
Dolores Davison & Ginni May Statewide Academic Senate Executive Committee	Consent	Validates the Project Charter. Partners with the Project Manager to ensure that all recommendations to the "Best Practice Templates" are in alignment with the Statewide Academic Senate guidelines. Acts as an Ambassador for the Project and communicates with peers and campus community. Communication Commitment: Statewide Academic Senate and Local Academic Senates and Faculty through ASCCC
Regional CTE Leadership Academic Senate Delores/Ginny what is the exact wording for this?		
Bargaining Unit	Implementation Team	
Eva Jimenez EWD Dean-Shasta College; CCCAOE President-Elect	Consent	Validates the Project Charter. Ensures alignment with CCCAOE goals and objectives to avoid duplication of effort.Acts as an Ambassador for the Project and communicates with peers and campus community. Communication Commitment: CEO: Shasta; CIO: Shasta; CTE Dean Shasta; Faculty: Shasta; Curriculum Chair: Shasta; Academic Senate: Shasta; DSNs/Key Talent; CCCAOE; Chancellor's Office; Regional Consortium
Jamey Nye North Regional Co-Chair	Consent	Validates the Project Charter. . Acts an an Ambassador for the Project and communicates with Regional Consortium Partners. Communication Commitment:

		CEOs: Los Rios District; CIOs: Los Rios District; CTE Deans: Los Rios District; Faculty: Los Rios District; Curriculum Chairs: Los Rios District; Academic Senate: Los Rios District;; Coordinating Council; DSNs/Ke Talent; Regional Consortia; EDPAC/WEDPAC
Daren Otten CTE Dean/Voting Member Yuba College Responded	Consent	Validates the Project Charter. Represents Voting Members. Acts as an Ambassador for the Project and communicates with peers and campus community. Communication Commitment: CEOs: Yuba District; CIO: Yuba District; Voting Members (CTE Deans) All NFN Voting Members; Faculty: Yuba District; Curriculum Chairs: Yuba District; Academic Senate: Yuba District; DSNs/Key Talent; Chancellor's Office;
Myron Curtis, Butte College Faculty/DSN Responded	Consent	Validates the Project Charter. Makes recommendations from faculty/DSN perspective. Communication Commitment: CEO: Butte; CIO: Butte; CTE Dean:Butte; Faculty: Butte
Boyd Trollinger Curriculum Committee Chair	Consent	Validates the Project Charter. Recommends interactions with local curriculum chair. Acts as an Ambassador for the Project and communicates with peers and campus community. Communication Commitment: CEO: Butte; CIO: Butte; CTE Dean: Butte; Faculty: Butte; Curriculum Chairs: All NFN Curriculum Chairs; Academic Senate: Butte
Linda Zorn Lead Sector Navigator Responded	Consent	Validates the Project Charter. Recommends role of Sector Navigators in streamlining the process. Communication Commitment: CEO: Butte; CIO: Butte; CTE Dean: Butte; NFN Coordinating Council; DSNs/Key Talent; Regional Consortium Members; Chancellor's Office; Statewide Sector Navigators; Regional Consortia; EDPAC/WEDPAC
Barbara Maxey Project Manager	Responsible	Provides regular feedback to the project team. Responsible for ensuring that the project is completed within time, scope and budget. Has ownership for all Project Management tasks and activities. Responsible for development and management of the overall project plan. Gathers approval for deliverable from Project Champion. Responsible for managing project risks.

		Responsible for communication to stakeholders. Responsible for ongoing status reporting, including project health. Responsible for overall management of the vendor relationships. Responsible for addressing issues with resource constraints. Responsible for identifying need for escalation of issues
		Analyzes and develops an understanding of the current state processes to ensure that the context and implications of change are understood by the team. Develops an understanding of how present and future goals will impact the solution. Helps to define acceptance criteria for completion of the solution.
		Identifies and partners with the Subject Matter Expert who provides, expertise in process Definition, Measurement, Analysis, Improvement, and Control.

STEP ONE: DEFINE

Purpose

To respond to the Board of Governors' Recommendation Number 8:

Evaluate, revise and resource the local, regional, and statewide CTE curriculum approval process to ensure timely, responsive, and streamlined curriculum.

The Project Team addressed both positive and negative impacts to the Project. Each Team Member will be gathering more data for the August meeting.

POTENTIAL POSITIVE IMPACTS	POTENTIAL NEGATIVE IMPACT
Industry: Meets industry needs; quicker response; support for CTE curriculum development; improve image with industry;	Oversteps faculty authority in curriculum process
Addresses BOG Recommendation 8	Potentially focuses on speed at the expense of quality
Funding: Increase funding opportunities	Too many variables to process. Out of control of curriculum committee
Students: Increases job opportunities	Yet another mandate
Best Practices: Improves local processes by sharing ideas regionally	Resources for faculty input and expedited work not defined
DSNs can collaborate with faculty	

Clarifies processes for those working with industry	
Possibilities of approval of curriculum model across region	
Clearly identifies roles and responsibilities of regional endorsement process	

Scope

IN SCOPE:

      Local CTE Curriculum Process
      Regional CTE Curriculum Process

OUT OF SCOPE:

      Everything else

The Project Team addressed both positive and negative impacts to the Project. Each Team Member will be gathering more data for the August meeting.

POTENTIAL POSITIVE IMPACTS	POTENTIAL NEGATIVE IMPACT
Removes local barriers & bottlenecks	Creates a separate curriculum process for CTE vs other
Creates a systematic process	Oversteps local control
Creates a regional understanding of curriculum processes	One size model will not work for all our diverse districts
Advisory committees have a voice	Need a Statewide process

Deliverables

1. As noted on the Trailer Bill:
    a. One streamlined approval process that enables community colleges to develop a course or program within one academic semester and to offer that course or program the subsequent academic semester.

The Project Team addressed both positive and negative impacts to the Project. Each Team Member will be gathering more data for the August meeting.

NORTH FAR NORTH REGIONAL CONSORTIUM
PILOT PROJECT PROJECT CHARTER

POTENTIAL POSITIVE IMPACTS	POTENTIAL NEGATIVE IMPACT
Quick response to Industry	Oversteps local authority
Support faculty in understanding and using LMI	Support for faculty input and expedited work must be considered
Deliver curriculum within lifecycle of technology being taught	Faculty push-back
Best Practices to share among region	Too many layers to approval process to meet timeline
Formation of regional curriculum chair group	10+1 concern
Provides a guide/best practices for local curriculum committees to consider	Onboarding of new process
	Pathways are complex
	Separate process for CTE is a bad idea
	Tahoe on quarter system
	Quality of curriculum jeopardized for speed
	Incomplete/under-reviewed curriculum
	Student Services: no consideration regarding posting guidelines or financial aid requirements

Project Team	Stakeholder Requirements
CIO	Certify that faculty have been instrumental in development
	Certify that local approval processes were followed
	Certify that courses can be offered for apportionment
	Certify that curriculum meets appropriate standards
	Ensure that courses and programs are aligned to College Mission and Educational Master Plan/Strategic Plan

NORTH FAR NORTH REGIONAL CONSORTIUM
PILOT PROJECT PROJECT CHARTER

ASCCC	Curriculum written by local faculty
	Curriculum approved by local faculty/discipline
	Curriculum approved by local curriculum approval process
	All processes comply with Title 5 and Ed Code
	10+1 is honored by College and District
	Adequate resources are provided for expedited expectations
	Ensure that this project is to provide collaborative best practices and not a requirement for Colleges
NFN REGIONAL CHAIRS	Meet industry needs
	Comply with industry standards
	Provides portability
	Create Regional/State programs
	Adheres to valid LMI data
CTE DEAN (VOTING MEMBER)	Speed
	Faculty support/involvement
	Valid LMI data
	Industry driven
	High quality/rigor
	Pathway driven
	Faculty workload/expectation/professional development
CURRICULUM CHAIR	Must be guidance not prescriptive
	Owned by faculty
	Supported by Administration
	Opportunity for Regional collaboration
	No timeline restraints
	End-to-end involvement: Advisory/Industry involvement

	Applicable to all curriculum	
DSN/FACULTY	Timely	
	Continuity across campuses	
	Clarity of roles and responsibilities at each step of the process	
	Process requirements clearly communicated	
SECTOR NAVIGATOR	Rapid response to industry	
	Portability	
	Process requirements clearly communicated	
	Regionally shared programs	
	Process to engage faculty in development of emerging curriculum	
	Process to include SME in curriculum development	

Risk

TOPIC	Risk	POSSIBLE SOLUTION
Scope	Too broad	Project Team will finalize at August meeting
Deliverable	The Deliverable may be interpreted as being a mandate instead of a regional collaborative Best Practice	Project Team will determine wording to ensure the message is clear at August meeting.
Website Exploration	Colleges may not have processes available via website	Project Team will revisit "Next Steps" methodology at the August Meeting.
Campus Visits	Curriculum Chair/Committee may not be available	Project Team will revisit "Next Steps" at the August Meeting.

Curriculum Chairs/Committees	The project may be miscommunicated	Project Team communicates to each Member Group.
Curriculum Chair Workshop	May be interpreted as a mandate to adhere to a prescribed regional curriculum approval process	August Meeting: Team will determine how to ensure communication is clear that the workshop is a Professional Development to provide Curriculum Chairs/Committee another methodology to analyze curriculum processes.

STEP TWO: MEASURE

The Project Team documents will serve as North Far North Regional Consortium Member perspective data for the Curriculum Chairs Team and the Regional Endorsement Team.

These documents will be finalized at the August Project Team Meeting

STEP THREE: ANALYZE

Curriculum Chair Meetings: The Lean Consultant will create a process map based upon the information on each of the 15 Member College's websites. He will then meet with each Curriculum Chair/Committee to share his perception of the process and then revise as appropriate in preparation for the Curriculum Chairs Workshop.

The Project Team has identified the the face-to-face meetings as a major risk to the project in terms of timing and availability. Next Steps will be explored in more depth at the August meeting.

STEP FOUR: IMPROVE

NORTH FAR NORTH REGIONAL CONSORTIUM
PILOT PROJECT PROJECT CHARTER

Curriculum Chairs' Workshop/Professional Development/Regional Collaboration:
Because the data collection step has been identified as a major risk to the project. The Project Team will determine how to go forward.Current process: The Lean Consultant will finalize the 15 revised process maps based upon the face to face meetings. The project maps will be presented to each Chair who will then analyze his/her process map based upon Stakeholder Requirements and Value Stream Principles. Collectively the Curriculum Chairs will then create a Best Practice(s).

Regional Chairs' Workshop: The Lean Consultant will provide draft process maps for each region based on website information..The project maps will be presented to each Chair who will then analyze his/her process map based upon Stakeholder Requirements and Value Stream Principles. Collectively the Chairs will then create a Regional Endorsement Best Practice(s).

Preliminary Milestones		
INITIATION	North Far North Interim Chair	
	Draft Project Charter	Completed
	Present Draft Project Charter to Sponsor.	Completed
	Present Draft Project Charter to Coordinating Council for validation. Revise as necessary	Completed
	Present Draft Project Charter to Regional Chair Consortia	Completed
	Funding Granted	Completed
	PHASE ONE: PROJECT TEAM	
PLANNING	Workshop Design	Completed
EXECUTION	Workshop Delivery	Completed
DELIVERABLE	Project Charter Revised	Completed
EXECUTION	Project Charter Presented to Project Team	June 18
	Project Charter Revised	June 28
	Project Charter Presented to Approval Team (Jodi)	June 30

NORTH FAR NORTH REGIONAL CONSORTIUM
PILOT PROJECT PROJECT CHARTER

	Project Charter revised	
DELIVERABLE	Revised Project Charter (if necessary)	June 22
	Project Team Meeting 2	August 24
	PHASE TWO:NORTH FAR NORTH CURRICULUM CHAIRS	
PLANNING	Determine who should accompany Lean Consultant on site visits (local team member, voting member?)	Aug meeting--may revise strategy
PLANNING	Local Curriculum Approval Practices (15) explored via Websites and Process Maps Created	August meeting--may revise strategy
	Workshop Design	September
EXECUTION	Process understanding validated (15) to avoid assumptions (face to face) and Process Maps (15) revised	August Meeting--may revise strategy
	Workshop Delivery	October 13, 14
DELIVERABLE	Best Practices created	October 14
EXECUTION	Present to North Far North Approval Team, Project Team and Regional Consortium Members	TBA
	PHASE THREE: STATEWIDE REGIONAL TEAM	
PLANNING	Workshop Design	July
EXECUTION	Workshop Delivery	TBA
DELIVERABLE	Regional Curriculum Endorsement Best Practice Created	TBA
EXECUTION	Present to North Far North Approval Team and Project Team	TBA
	PHASE FOUR: CLOSE OUT	
NEXT STEPS	Final Deliverables	TBA

LESSONS LEARNED

Project Team Meeting June 16, 2016

1. **Participants:** The current Project Team demonstrated both knowledge of their Member Group and a spirit of collaboration. While most of the Member Groups were represented (CIOs, Statewide Academic Senate, CCCAOE, Voting Members, DSNs/Faculty, Curriculum Chairs, Sector Navigators, Regional Consortium Chair) it became clear that representatives from additional Member Groups (CEO, CSO, Financial Aid, Regional CTE Academic Senate and Bargaining Unit) need to be included as Project Team Members to ensure comprehensive Stakeholder representation. The Project Manager will work with the Project Team Members to reach out to these additional Member Groups, share the work that has been completed, and invite them to participant in the August meeting.

2. **Purpose:** The Purpose was clear and all Participants were familiar with the BOG Recommendations.

3. **Scope:** While it is agreed upon that the Project will only deal with the Curriculum Approval Process (including the Regional Endorsement Process), the Project Team will revisit and finalize this Section of the Project Charter at the August meeting.

4. **Deliverable:** The Project Team has several concerns about the Deliverable as it is written. The Project Team Members will be gathering input from their Member Groups to assist in finalizing this Section of the Project Charter at the August meeting.

5. **Impact:** Each Project Team Member identified draft *Benefits and Concerns* regarding the Purpose, Scope, and Deliverable. The Project Team Members will be gathering input from their Member Groups to validate/add/delete to further understand the impact from all Stakeholders' perspectives. The Project Team will finalize this Section of the Charter at the August meeting.

6. **Stakeholder Requirements:** Each Project Team Member identified draft *Stakeholder Requirements* that his/her Member Group would encourage faculty to consider in the Curriculum Approval Process. Project Team Members will be gathering input from their Member Groups to validate/add /delete their *Stakeholder Requirements* and will finalize this Section of the Project Charter at the August meeting.

7. **Risks:** Each Project Team Member identified draft *Risks* to the Project. Project Team Members will be gathering input from their Member Groups to validate/add/delete potential *Risks* and will finalize this Section of the Project Charter at the August meeting.

8. **Project Team Meeting:** Project Team Members agreed that the Define Phase of the Lean process will require two Project Team Meetings.

9. **Next Steps:**
    a. **Schedule follow up Project Team Meeting.** To ensure that the Project Charter represents all Stakeholders' perspectives, the Project Team agreed that more data was needed from their

individual Member Groups. The Team agreed that another Project Team Meeting was needed to be scheduled in late August to allow time to gather additional data and be prepared to finalize and validate the Project Charter.

   i. The Project Manager will: Revise and disperse the Project Charter to reflect the work completed at the Project Team meeting.

b. **Regional Endorsement Process.** The Regional Endorsement Process Workshop was scheduled for August 2-3. The Project Team requested that this Workshop be rescheduled to early September after the Project Team finalizes the Project Charter at the August meeting.

c. **Curriculum Chairs Workshop:** The Project Team identified major risks to the data collection portion of the currently stated process. The Team will consider various options at the August Meeting.

The Project Team agrees that at the time the October 13 and 14 scheduled Workshop for Curriculum Chairs is appropriate.

Central / Mother Lode Regional Consortium Strategic Plan Summary 2016-17

I. VISION AND MISSION

Vision: The Central/Mother Lode Regional Consortium is the premier regional collaborative that supports education and training to develop a skilled workforce in the Central/Mother Lode Region.

Mission: The CRC facilitates and supports regional initiatives for its member colleges and key stakeholders. Through professional development, curriculum development, and collaborative communication and implementation, we collectively provide education and training to create a highly skilled workforce. The Consortium enhances workforce development in priority industry sectors by facilitating discussions and providing leadership.

II. STRATEGIC AREAS AND GOALS | III. IMPLEMENTATION

Strategic Areas	Goals (One-year or Less Actionable Items)	Co-Champions	Teams	Due Date	Progress Check 9/26/16	11/17/16	April '17
I. Communication and Leadership (Strong Workforce Recommendations: 8,9,11,13,15,16,17,19,20,21,25)	**A. Consortium Communication – Internal:** Implement & refine documented communication plan.	Karri & Salvador					
	B. Consortium Communication – External: Implement & refine documented communication practices; align external stakeholders per $200M state guidance & create master list.						
	C. CTE Regional Marketing Collateral: Finalize draft pieces, print & distribute; continue to reate CTE regional marketing collateral including success stories. (Utilize any existing regional marketing materials and marketing resources from the Chancellor's office.)						
	D. Leadership Development: Continue to implement leadership modules (i.e. Leadership Academy / CTE CRC 101).						
	E. Website Improvement: Revise web site when funding is available. Develop an RFA and seek bids; secure funding.						
	Future Goal:						
II. Curriculum, Programs and Pathways (Strong Workforce Recommendations: 1,2,3,7,8,9,10,11,12,18)	**A. Program Alignment:** Continue to identify best practices (i.e., C6); develop summary sheets of pilot programs.	Pedro & James					
	B. Course and Program Approval: Assess multiple-college approval process (e.g. LA/OCRC; C-ID); participate in CCCCO's "Lean Review" as avaialble; address curriculum portability; target 100% use of COE LMI data for programs.						
	C. Best Practices -- Student Outcomes: Identify and communicate best practices in program scheduling options, credit for prior experience, industry apprenticeships, career advancement academies, and program of study pathways.						
	D. Skills-Builder Strategy: Identify/provide training for tracking; continued advocacy; continue work with Launchboard 2.0 to caputre Skills-Builder credit.						
	E. Career Pathways: Support Career Counselor Conference 2016; work with State TAPs and GIS mapping for crosswalk of grants; engage with more K-14 groups; identify best practice career pathway models for regional participation.						
	Future Goal:						
III. CTE Student Support Services (Strong Workforce Recommendations: 1,2,3,12,21)	**A. Dedicated CTE Counselor:** Identify & communicate best practices for sustainable, dedicated CTE counselor implementation at all colleges.	Jim A. & Robert P.					
	B. Internship Placement: Provide regional support to achieve 100% partcipation of CRC colleges of Internship/Workplace Development programs.						
	Future Goal:						
IV. Research and Data (Strong Workforce Recommendations: 2,3,4,6)	**A. Training Program:** Offer trainings for colleges to address regional plan requirements and tracking; support continued Data Unlocked trainings.	Nora & Dennis M.					
	B. Internal Advocacy: Support COE efforts to document student success and equity advocacy approach; CRC needs assessment; keep colleges informed of changes; target 100% use of COE LMI data for programs endorsement applications.						
	C. Resource Page: Exhance & maintain CRC web site resources and links pages.						
	Future Goal:						
V. Regional Plan (Strong Workforce Recommendations: all + $200 TBL + CCCCO Guidance)	**A. Preliminaries:** Selection of fiscal agent; COE/CIO meetings; internal & extenral stakeholder meetings; development of a working group.	Karri					
	B. Planning Process: Meetings; crosswalking of stakeholder plans/directives.						
	C. Plan Adoption: January 31st.						
Overall Champion		Karri					

Rubric for Tracking Progress on Goals

Blue = Goal has been completed &/or progressing as anticipated.
Green = Goal is on track to be completed by due date.
Yellow = There are slow downs and we may not complete this goal by the due date.
Red = You've got to be kidding! There's no way we'll meet this goal by the due date!
Grey = Goal on hold; due date hasn't been set or work on goal hasn't begun.

Lorinda Forrest
Small Business Deputy Sector Navigator
Sector Update for P/E: 5/31/2016

Date: May 31, 2016

Professional Development and/or Student Events & Opportunities:

- Provided sponsorship and was a judge at Modesto Lemonade Day Student Entrepreneur Event

SB1402 EWD Sector Activities:
- Judge for San Joaquin Entrepreneur Challenge Pitch Competition Finals, Stockton, CA
- Partnership with SBDC to provide business consulting services and workshops for small business (Alliance SBDC, Stockton SBDC, Fresno SBDC, Bakersfield SBDC
- Calaveras County Educator/Economic Development/Chamber Meeting

SB858 Career Pathway Activities:
- Provided sponsorship funds for West Hills College-Lemoore 5C Student summer boot camp
  - Will provide professional development for high school teachers for 5C at Lean Canvas Workshop – see below
- Patino Entrepreneur High School Advisory Board Meeting, monthly
  - Judge at the Patino Marketing/Social Media Competition for 10th Graders
- Continued Event Planning: CVML Counselor Conference (9-9-16)
  - Send email blast to 1082 Counselors and 580 High School Administrators in region
  - Created EventBrite registration and info page
  - Updated website for event
- Lean Canvas Workshop preparations, content development, planning and event announcements
- Supported Visalia Student Pitch Competition
- Contextualized Entrepreneur Curriculum Collaborative (CECC) planning team activities – workshop will be held Sep 2016
- AB86 meeting with Delta Sierra Regional Alliance
- Co-hosted webinar with Molly Anderson of the CDE Business Education Leadership Project to discuss 21st Century Workforce needs and educator resources
- Registered for Digital Media Educators Conference
  - Submitted proposal to teach "Freelancing Trends in Digital Media"
  - Prepared presentation

Statewide Collaborative Activities:
- Planning Committee Member for the NACCE (National Association of Community College Entrepreneurs) Annual Convention which will be held October, 2016 in Sacramento, CA
- Planning lead for Contextualized (for CTE) Entrepreneur Curriculum Collaborative (to be held Sep 2016)
- Co-hosted webinar with Molly Anderson of the CDE Business Education Leadership Project to discuss 21st Century Workforce needs and educator resources
- Lead in continued development of the EshipEducator.com entrepreneur curriculum resources sharing website
- Get A Taste of Success statewide High School and Community College Student Business Pitch Competition Statewide Finals
- Small Business Sector Strategic Planning Meeting, Sacramento, CA
- CCCAOE Spring Conference
- Monthly Small Business Sector Phone Meetings

Other Activities
- Received $43,000 mini-grant to implement the Ice House Entrepreneur Mindset Student Success Program as an Innovative Student Success Programs at San Joaquin Delta College
  - Collaborated with faculty to create curriculum
  - Meetings to begin implementation planning process
- Member of Selection Committee for City of Stockton business grant program
- San Joaquin Partnership & Business Council Annual Meeting
- Speaker at NACCE Leadership Summit, Chicago, IL
- Attended AACC Convention, Chicago, IL
- Continued work on CVML Marketing/Outreach efforts
  - Worked with Gillian Murphy to create marketing piece for the region
- Co-planned and prepared nation-wide webinar presentation regarding best practices for presenters at the upcoming NACCE National conference (webinar will be held 6/2/16)

Central ⬙ **Mother Lode**
Regional Consortium

Doing What MATTERS ⁓
FOR JOBS AND THE ECONOMY

Advanced
Manufacturing
CENTRAL VALLEY

Name: Gurminder Sangha

Title: Deputy Sector Navigator

Industry Sector: Advanced Manufacturing

Region: Central Valley and Mother Lode Regions

Host College: College of the Sequoias

Mailing Address: 4999 E Bardsley Ave, Tulare, CA 93274

Email Address: GurminderS@cos.edu

Desk Phone: 559-688-3047

Cell Phone (Personal): 559-901-2368

What do I do?

- Assist by working with regional stakeholders in creating an ecosystem where Career Technical Education (CTE) is a priority, thus creating a heightened awareness to sustain and create growth in the Manufacturing and other related industry sectors for the Central region, and for California
- Assist the regional stakeholders evaluating and understanding the skills requirements of the Manufacturing and related industry sector employers
- Assist in developing short and long term solutions to develop the supply chain of skilled labor for the Manufacturing and related industry sectors based on the industry needs
- Serve as the one point of contact for regional employers to learn and connect the CTE & EWD programs offered by regional community colleges
- Provide professional development opportunities for teachers and connect employers with college CTE & EWD programs administrators and faculty
- Assist regional colleges on as needed bases to conduct the skills gap analysis and support faculty in the development of the curriculum that meets the Manufacturing Sector employer needs by working in collaboration with the Centers of Excellence
- Assist in organizing workshops and externships for faculty/teachers to learn the needs of the Manufacturing Industry Sector employers
- Organize workshops for faculty/teachers/administrators to learn about emerging technologies and tools that can enhance student experience
- Create opportunities for students to obtain knowledge about the occupations and skill requirements of the Manufacturing Sector employers
- Connect employers and assist regional contract educational practitioners to provide customized training to Manufacturing and related industry sector employers
- Provide opportunities to faculty and colleges to learn about emerging technologies
- Provide an online resource to regional stakeholders to learn more about manufacturing and related resources: www.centralvalleymfg.com, www.makingitincalifornia.com

What I have done?
- Assisted in Manufacturing Industrial Forum
- Industry tours for student
- Organize workshop for NCSIMUL, Career Coach
- Manufacturing Month Proclamation
- CTE Counselor Conference
- IMCP Designation for the region

What could be done for college?
- Evaluate existing programs and based on the review of existing courses/programs develop a Maintenance Mechanic program with the focus on skills used in Advanced Industries ("Skill Standards for Maintenance Mechanic: Food Manufacturing" can be used a as a reference and a starting point)
- Evaluate, develop and implement a course on Lean Principles into all Manufacturing related programs
- Evaluate and build a strong short term training (fee based) portfolio for the Manufacturing Sector employers
- Develop competencies based assessments for CTE programs that are approved by the local employers (or meet existing national standards i.e. Work Keys, NIMS, AWS, NCCER, MSSC etc.) that are part of the program review process (Continuous improvement process)
- Evaluate the option to institutionalize Manufacturing Day (first Friday of month of October)
- Identify existing organization or develop a new organization that can serve several functions for the Delta College and other San Joaquin County stakeholders (WIB, EDC etc.), i.e. "Manufacturing Council of the San Joaquin County"
  - Serves as the advisory group to Manufacturing and related programs
  - Validates the Labor Market Data
  - Keep employers and other stakeholders engaged with college, programs, faculty, students, and alumni
  - Industry tours, internship and employment opportunities for students
  - Externship opportunities for faculty
  - Assist or lead an annual summit or conference to promote college programs and industry in general
- Explore the technology driven solutions that provides a real time solution to connect and engage employers, students, faculty, administrators, alumni and other stakeholders to increase awareness and employment/internship opportunities for students. For example, Launch Path, WorkHands etc.
- Upgrade existing or develop a new website for all CTE & EWD programs with embedded labor market information (LMI) that can be used by the current and potential students, parents, counselors and other internal and external customers to make informative and data driven decisions
- Plan and institutionalized the CTE faculty professional development/exchange opportunities amongst immediate K-12, regional community college and four year universities etc. to strengthen the pathways related to Manufacturing

Butte College HWI
3536 Butte Campus Drive
Oroville, CA 95965
530-879-9049
fax: 530-879-0179
www.ca-hwi.org

Health Workforce Initiative

Health Workforce Initiative Deputy Sector Navigator
Valerie Fisher (Submitted by Linda Zorn)
June 1, 2016

Regional Activities
- Actively participated in Central/Mother Lode Regional Consortium's DSN bi-weekly conference calls.
- Presented at the second DSN Road Show at San Joaquin Delta College, January 12, 2016.
- Participated in the regional DSN planning of the 2nd annual Counselor's Conference to be held next year. Title is Pathways to Paychecks.

Community College Activities
- Actively participated in all required meetings at Host College: Management Council, meetings with Dean, and the monthly Nursing and Allied Health Division meetings.
- College of the Sequoias has now restarted a Quarterly Workforce Development meeting with administration (CTE Dean, 2 DSNs, VP-CIO & President) to increase communication between parties and strategically plan for local workforce needs.

Industry/SB 1402 Sector Activities
- Continued to serve as the Co-Chair the Central San Joaquin Nursing Leadership Coalition Academic/Service Partnership Committee which meets monthly & serves as a conduit between education and the regional healthcare industry.
- Remain active on the NLC Board of Directors which meets monthly.

Participated in the following Allied Health & Nursing Advisory Committees:
- San Joaquin Delta Adult Education Consortium Health Care Committee (January 12, 2016).
- State Center Community College District - CTE strategic Planning Charrette (January 28, 2016).
- Clovis Community College OTA IDRC Grant - Employer Forum for new program (March 1, 2016); San Joaquin Delta College Speech Language Pathology Assistant Program (March 30, 2016).

Provided in-depth technical assistance and occupational labor market data:
- Clovis Community College for the development of a new Occupational Therapy Assistant program (IDRC grant) Lead the new CTE Dean and the new OTA Director through the grant process.

Name: Lori Marchy
Title: Deputy Sector Navigator
Industry Sector: Agriculture, Water & Environmental Technology
Region: Central Valley and Mother Lode Regions
Host College: Modesto Junior College
Mailing Address: 435 College Ave. Modesto, CA. 95350
Email Address: marchyl@mjc.edu
Desk Phone: 209-575-6449
Cell Phone (Personal): 209-678-1265

Job Description: Serve as in-region contact for a sector, working with the region's colleges and employers to create alignment around and deliver on workforce training and career pathways.

What I am doing and or capable of doing?

- Assist in hosting CATA (California Agriculture Teachers Association) conferences including: summer conference, Student Teacher Conclave, Fall and Spring Regional meetings, and Community college Entrepreneurship Pathway
- Developing faculty collaboration and strengthening curriculum. Activities included identifying key faculty from the regions' 13 colleges and conducting a curriculum inventory of agriculture courses and programs.
- Determine workforce gaps and strengthen community college programs.
- Work with business, labor and trade association representatives to develop and implement courses and programs to train incumbent workers in the sector.
- Host numerous Career Development Events at colleges throughout the region.
- Organize workshops for faculty/teachers/administrators to learn about emerging technologies and tools that can enhance student experience in the Agriculture, Water and Environmental Technology Sector.
- Create opportunities for students to obtain knowledge about the occupations and skill requirements of the Agriculture, Water and Environmental Technology Sector employers.
- Industry tours for students.
- Developing a Career Expo.

What I have done?

- Cross –sector partnership activities this quarter included interaction with Health, Small Business, and Advanced Manufacturing and Agriculture, Water and Environmental Technologies
- Attended Regional Advisory meetings
- Addressed workforce gaps with professional development. Key faculty members from the region were sent to professional development trainings.
- Hosted County –wide industry related professional development event with local farm bureaus.
- Hosted Teacher Candidate Conclave

ICT/Digital Media DSN Report to CTE Consortium Steering Group

June 8, 2016

Submitted by Dennis Mohle, ICT/Digital Media DSN, Central/Mother Lode Region

Identification, verification, alignment and promotion of pathways:

a. K-12
i. Various DSN 1070 activities including C-STEM, CyberPatriot
ii. Support for West Hills College Lemoore 5c Experience CyberPatriot MiniCamp June
iii. CyberPatriot Information Day at Fresno Unified May
iv: CyberPatriot Information Day at West Hills College Lemoore May

b. Short Term Entry Level Pathways
i. Business Information Worker brochures handed out at CCCAOE April
ii. Created Business Information Worker II pathway for Fresno City College and posted on state-wide ICT/Digital Media website
iii. Presented new Regional/Statewide Branded Pathways IT Technician to Delta College
iv. Entry-level pathways for IT-Healthcare, Ag, Logistics and Entertainment in progress.
v. Planned CyberPatriot Mini Camp

c. Model Curriculum
i. The ICT/Digital Media industry sector team is supporting the 2 yr. Model ICT Curriculum to maximize industry relevant Certification acquisition.
ii. Model curriculum was presented to Clovis Community College April
iii. Used ICT model curriculum (now published at c-id.net) for CTE enhancement funding discussion – collaborated with Merced, Delta, Modesto and West Hills for regional project

d. Incumbent/ FastTrack/Professionally Displaced Certification support
i. Collaboration with Cisco Academy to increase course enrollment and job placement
ii. Cisco courses and NetLab+ discussed for CTE enhancement collaboration funds – COS, Delta, Columbia, Modesto
iii. IDRC coding grant support – West Hills, Delta, Modesto, COS
iv. Completed certificates for relevant CCC courses – Information and Communication Essentials, Computer Networking Fundamentals, Systems and Networking Administration, Intro to Info Security Systems, Intro to Server Technology, and Certified Ethical Hacker.

Accelerate Student Outcomes:

a. Communication
i. West Hills Lemoore adopted Business Information Worker conceptual pathway
ii. Regional curriculum inventory on regional website updated and verified.

b. Certification Support
i. Discounted Vouchers for Certification to be offered from XVoucher website, sponsored by ICT-DM and promoted to faculty at Fresno City College

c. Economic Support
i. NetLab+ User group participation
ii. NetLab+ will be a regional lab for the CTE Enhancement Funds collaboration – Columbia, West Hills, COS, Delta
iii. NetLab+ adopted by Fresno City College for its new ITIS 160 (Introduction to Information Security) course

d. ICT & Digital Media Digital Badge Review
i. Following pilot efforts regarding Digital Badges: Pearson Acclaim and the CCC Foundation solution.

e. Career prep
i. Presented CyberPatriot Information to high school teachers and community college faculty

f. Curriculum Assets

i. Linking to entertainment videos developed by the IDEAS Center for use throughout the state in Digital Media.

Recent conferences, workshops, key meetings, and other events included Central Region Consortium meeting, Consortium Steering Group meeting, IDRC regional grant meeting. Cross-sector partnership activities this quarter included interaction with Small Business sector and purchase of a smart board for the new Fresno City College Entrepreneurship Center. BIW II adopted by Fresno City College. The CompTIA certification path that corresponds to the IT Technician Pathway is A+, Network+, Security+. Upcoming ICT/Digital Media events: **1) CyberPatriot Information Day**, May 26, 2016, West Hills, Lemoore was a success. 2) **WASTC NorCal Faculty Development Conference** scheduled for June 27-July 1, at Sierra College campus – few seats open. http://www.wastc.org/events/conferences/faculty-development-weeks Of particular interest to ICT/Digital Media faculty is the workshop titled "CyberPatriot – Engaging High School and Community College Students," where details on developing a vibrant cybersecurity competition strategy in the Central/Mother Lode region will be covered. **3) Cyber Patriot Summer Camps.** Camp 1 is at capacity. Few seats remain for July 18-22. DMEC is Jun 9-10 in Santa Clarita. Presenting on hidden digital media jobs.

1. Fiscal year 2016/17 Program Improvement Funds will be distributed in a "mini-grant" format. Funds are not guaranteed for each college. Colleges can get more (or less) funding depending on the merits of their project.
   - $60,000 max per college or $100,000 for multiple college proposals.
   - Packets available today. **Due August 5th, 2016**
   - Term is September 1, 2016 through April 30, 2017.

2. Launched Faculty Expert Networks in HVAC, Lighting Controls and Automation, Building Science and Energy Auditing and Analysis at CCCAOE pre-conference in April. We will start having conference calls in August and another pre-conference September on 9/26 in Ranch Mirage. More faculty welcome.

3. **OSHA 500 – Trainer Course in OS&H Standards for the Construction Industry** August 2-5 in Bakersfield.
   a. Five CVML faculty will be certified to offer OSHA 10 and OSHA 30 classes and/or embed OSHA 10 and 30 in their courses.

4. There are portable trainers available for borrowing for:
   a. PLC (Allen Bradley) http://trainingpanels.com/product/allen-bradley-plc-training-portable/
   b. VFD (Allen Bradley) http://trainingpanels.com/product/1453/
   c. Electric Motor Controls http://trainingpanels.com/product/portable-electrical-motor-controls-training-system/

5. Get in to Energy Week is in October and there are college and HS contests. I can assist colleges who want to participate or partner with their pathways high schools.

6. Looking for Colleges which may wish to pilot an Energy Industry Fundamentals class
   a. Great as a career exploration or summer bridge type class.
   b. Existing curriculum.
   c. Funded by Prop 39.

7. Energy, Construction, and Utilities Sector is in the process of creating pre-packaged solutions for Strong Workforce local and regional share projects (that is where Dave is). These will include solutions for:
   a. HVAC (new and expansion)
   b. Light Controls and Automation
   c. Sustainability (including Building Science and Energy Auditing and Analysis)

Dave Teasdale
Prop 39 Project Director
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661-477-5447 Cell   dteasdal@kccd.edu

Electrical Motor Controls Flight Case System

Learn Lab's new Flight Case Series provides a solution for easy storage and mobility. Designed for on road use these heavy duty yet light weight training systems are ideal for traveling instructors, vocational trades teachers, human resources departments, and in house safety training and testing. These Flight Cases feature:

ABS and aluminum outer case construction
Aluminum and welded steel inner panel construction
Fold up frame with locking device
Industrial quality butterfly latches keep lids on longer and operate correctly every time
Long life, low maintenance, road proof construction
Carry handle
Gasket sealed lids for maximum protection against dust, moisture and other unwanted agents
Stores units away and out of sight

Electrical Controls Training System Components

1. Connection Strip
2. Limit Switches
3. Stop Start Station
4. Transducer
5. Selector Switch
6. Timer Controller
7. General Purpose Contactor
8. Ice Cube Relays or Control Relays
9. Motor Starters
10. Indicator Lamps
11. Power Supply

Our new Allen Bradley Variable Frequency Drive Training System

has all the same features as our original VFD Training System but includes the Allen Bradley PowerFlex VFD unit.. This Variable Frequency Motor Drives Training Class and System is designed for working on real powered electrical circuits that include a Variable Frequency Drive to control the three phase motor (included). This one of a kind training tool is also known as adjustable-frequency drives (AFD), variable-speed drives (VSD), AC drives, microdrives or inverter drives.

Using the methods learned in this class, the students will use their meters and instruments to find, and actually be able to diagnose problems. Real failures, real results, and real Variable Frequency Drive Hands-On Troubleshooting!
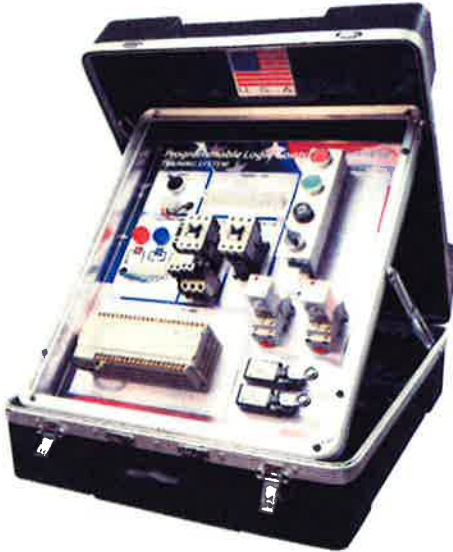
This Allen Bradley Programmable Logic Controls Training System

has all the same components as our original PLC Training System but includes the most popular PLC unit used in industry today... the Allen Bradley Micrologix PLC.

Student will spend time learning how the Allen Bradley Micrologix PLC or Programmable Logic Controller is connected in common circuits and will actually wire input and outputs on a real working PLC. In addition, the student will learn to program this unit with the RSLogix Lite Software that is included with the training system.

This training system teaches 98% of the program logic statements and addressing used in PLC programming. This system is great for teaching students the automation of electromechanical processes.

A 2016 RHTLE [CA-RHT] Sector "Inventory" for CRC Regional Planning [FY2017]

Submitted by Shelley Attix, CA-RHT DSN, Central/Mother Lode Region [Hosted by Merced College- WpLRC]

==**CREDIT CRC Curriculum: Educational Pipelines into "CA-RHT" Career Pathways;**==
RE: 13 CSU-HTMEI Programs [Cal-Polys/Fresno] + UC-Monterey Bay & Humboldt State

Degrees with a Guarantee [CSU-transfer]: *not ALL C.R.C. Colleges have aligned yet!*
- **Food Science/Nutrition:** CTE STEM; approved by the CCCCO in April, 2015
- **Business Administration** CTE/Academic; Tourism [Fullerton] & Retail Management [L.A.]
- **Geography** [considered an Academic transfer pattern into a "Tourism Planning" pathway]

New CSU-approved Model Transfer Curricula for Hospitality Programs *[TBA]:*
[vetted statewide, by Family & Consumer Science Faculty, via the new C-ID process]
- Intro. to Hospitality Management [HOSP 100]: 3 units
- Sanitation & Safety [HOSP 110]: 2 units [*aka* ServSafe Manager Certification]
- Hospitality Cost Controls [HOSP 120]: 3 units
- Intro. to Food and Beverage Management [HOSP 130]: 3 units
- Hospitality Law [HOSP 150]: 3 Units
- Hotel Operations [HOSP 140]: 3 units
- Culinary Production and Operations: *Course Code & Units [TBD]*

CA State-Mandated Sanitation Certification: ServSafe[tm] Kitchen Manager [N.R.A.]:
Commercial kitchens must have at least one ServSafe-Certified Manager, on-duty. This includes Culinary/Nutrition Ed. Labs! The step beyond "Food Handler" cards, managers must pass a rigorous national examination. Exams passed in CTE often go "untracked," for FTEs. Adult Education/C.P. offer Exam Prep/Testing Centers [Renews in 5 yr. cycles].

CTE-aligned Industry Certifications [Retail/Sales and/or Fashion Merchandising]:
W.A.F.C. [Western Association of Food Chains]: **"Retail Manager Certificate"** is an 8-course Business Certificate, which earns a parallel certification, recognized by Grocers and many other Retailers [funded under a national TAACCCT Grant]. Now articulated with a Western Governor's U. transfer Business Degree [online], WAFC is a close RHT sector partner. *Currently offered by*: Delta, MJC, Fresno City [100% online], Bakersfield.

Statewide Industry-Recognized Sector Certification *[Hospitality: Credit or "Non"]*:
AHLEI [American Hotel & Lodging Educational Institute], provides demonstration kits for the **Certified Guest Service Professional** [C.G.S.P.] **Gold Certification,** to Hospitality Instructors, under a statewide Sector MOU. In 2015/16, more than 200 enhanced "Gold" Instructor Kits are being distributed to C.R.C. K-12 and College partners, **FREE** [a $200 value]. *AHLEI Certifications are a **globally-recognized** career portfolio "enhancement."* Hotel Industry Certifications from entry-level to top tier [side 2].Online/language options. "Gold" services: CTE, Adult Education, or Contract Education/Community programming.

Skill Standards for Customer Service: Frontline & Supervisory; **CRC Region/2014.**
A Reference Guide and regional "Industry Advisory," cross-referencing the "Soft Skills" required within multiple Industry Sectors: **RHTLE; ICT/Digital Media; Small Business.** Downloads available: **www.centralvalley-motherloderht.org/businesssolutions.html** **WpLRC** [MCCD] offers a model **Customer Service Academy** [Credit/Not-for-Credit].

I. ***GOLD CUSTOMER SERVICE TRAINING @ "EDUCATING FOR CAREERS" CONFERENCE:***
High School CTE Instructors from across the State of California, converge on Sacramento each March, for Professional Development. Around 3000 Educators attended the 2016 Conference, where DSNs from several Central Region Sectors presented workshops, and staffed a full row of expo booths. **CA-RHT [DSN Attix; SN Sutton]** presented a half-day demonstration of the "GOLD" C.G.S.P. [aka Certified Guest Service Professional] soft skills training, then proctored an A.H.L.E.I. GOLD Exam, on-site. H.S. Advisors from Central Region assisted [Hospitality/Culinary; Retail]. CA-AH&LA [American Hotel & Lodging Assoc.] Education Director, Susan Ragatz, participated. Of the 69 Instructors who attended on March 6th, 46 elected to sit for a GOLD C.G.S.P. Exam; and 100% passed. Invitations to this training went out, via the 250 Central Region high school principals; 13 C.R.C. Instructors participated, in Sacramento. **Central Region Instructors received; 1)** a national **AHLEI C.G.S.P. Certificate & Gold Pin, 2)** a **$1K Stipend** towards their conference expenses, **3)** an **enhanced GOLD Instructor's Kit**, with customized instructional aides [see II. below], **4)** invitation to attend a free <u>Disney Institute</u> ["Regional Advisory": 8/20/16 at MCCD-WpLRC], **5) Free N.R.A. [Restaurant Assoc.] ServSafe Kitchen Manager Certification Exam-Prep** [MCCD-WpLRC: 2016]. Several high schools are now requesting the GOLD curriculum, be ordered for their classrooms.

II. ***GOLD CUSTOMER SERVICE INSTRUCTOR-KIT ENHANCEMENTS DEVELOPED/SENT OUT:***
AHLEI [American Hotel and Lodging - Educational Institute] Kits were enhanced with additional instructional aides, for our Central Region "GOLD-1" Instructors, including: **1)** <u>GOLD</u> **Soft Skills Cross-Walk** [flyer] aligning "Common Employability Skills" from the N.N.B.I.A. [National Network of Business & Industry Assoc.], with <u>GOLD</u>, **2) "Skill Standards for RHT Customer Service"** Report [166pp], **3) Central Region LMI [projected jobs reports]**; Retail & Hospitality/Tourism, **4) Cloud Storage USBs** [i-Biz Card] were reserved, for each "sub-sector" within CA-RHT. This allows the DSN to upload and refresh any training documentation, by the discipline, through the life of the grant [3 yr. subscription], **5) Thumb Drive** to download the CA-RHT Documents, **6) Laser-Remote** [required to play a GOLD "Customer Service Scenarios" DVD], **7) CA-RHT Sector pop-up display**, Sector/Region-branded, **8) CA-RHT Sector Instructors pin**: I.D. **9) CA-RHT Logo carrying case**, to hold Kits & Aides. Selected enhancements can be used in a variety of ways [e.g. cases were used to mail a sample of the AHLEI GOLD <u>Student Workbook</u> Kit to 250 Central Region High Schools].

III. ***FREE SEATS FOR CA-RHT EDUCATORS PROVIDED @ 2016 DISNEY INSTITUTE [MERCED]:***
A block of 40 Seats was purchased in June, for the Disney Institute [August 19th], which is being hosted by the Merced Chamber of Commerce. Disney also agreed to offer their mini 90-minute "Quality" module, before our first **"Regional CA-RHT Sector Advisory"** [Saturday, August 20th].

IV. ***PAN-REGIONAL DSN "CAREER ADVISORS" CONFERENCE [MODESTO: SEPT. 9th 2016]:***
For the second year in a row, DSNs in the Central Valley/Mother Lode Region [C.R.C.] will host a large conference for High School and College, Career Advisors & Counselors. All eight sectors in the region will be represented, and this year our "Administrators" have been invited to come participate in their own dedicated workshop "track." The event will be hosted by Modesto Jr. College [Ag./Water DSN, Lori Marchy & Dean Don Borges]. A co-pay of $5K was requested from each DSN [pre-paid to MJC: June, 2016]. The 2015 Conference, "It's Raining Jobs," [Visalia]; saw an attendance of over 400. The 2016 event looks to be on-track for a similar level of regional participation [250 registrants, to-date]. The CA-RHT DSN will present a session on "New Career Pathways" for RHTLE and is still active, for 2016, on the event logistics/planning committee [the "Hospitality" Coordinator for the 2015 Conference; including all the conference "Food Service"].

Retail, Hospitality, Tourism, Learn and Earn Sector Projects

Importance of the Sector to the State

- Retail sales in California are in excess of $571 billion annually employing over 2.8 million people
  CA Retail Job Openings in 2015 = 647,468
- Hospitality and Tourism Spending in California in 2015 topped $121.2 billion supporting over 1 million jobs with earnings over $40.1 billion.
  CA Hospitality & Tourism Job Openings in 2015 = 823,883

Program Expansion & Advancement

Meeting, Event, Corporate Planning, Hotel and Restaurant program expansion and advancement to meet industry standards, needs and demand which are not currently represented and integrate latest technology software and simulation programs. $1,000,000

Address Regional and Statewide Employer and Education Needs

Culinary Arts Education: In response to national closure of private culinary schools (e.g. Le Cordon Bleu), address need for the redesign of community college culinary programs, new curriculum development, professional development and equipment and facility upgrades for culinary programs across the state: $800,000

Pathway Development

Career Pathways Transition Partnerships with Adult Schools: The expansion of instructional packages in English as a Second Language, Customer Service and Employability Skills to create Bridge Curriculum for transition between Adult Schools and Community Colleges for Career Pathways into RHT careers. Dissemination statewide will address Career Pathway recommendations of Taskforce on Workforce, Job Creation and Strong Economy by "contextualizing workplace readiness skills into pathway curricula in collaboration with faculty" and "supporting the development of study tools for bridging from high school and adult education preparation into community college CTE pathways in order to help community college students plan their CTE course taking." Development cost is $250,000 for development and $25,000 x 70 per CCC/Adult Ed Consortium = $2,000,000.

Career Pathway statewide effort for the development of dual credit and concurrent enrollment opportunities for high school students of culinary programs. Align regionally with high schools and include option to sponsor California Restaurant Association ProSTART culinary arts programs for secondary schools: $400,000

Professional Development

Professional Development for Faculty: Certified Hospitality Educator designation by the American Hotel & Lodging Association for Hospitality and Restaurant Management statewide. The Certified Hospitality Educator (CHE®) program is the only professional development opportunity designed specifically for postsecondary hospitality educators: $400,000

2016 REGIONAL EDUCATOR ADVISORY

retail • hospitality • tourism **RHT**

Saturday, August 20, 2016

8:00am – 8:30am   **Continental Breakfast & Registration**   [Free GOLD Kits]

The Disney Institute   [Anaheim, California]

8:30am - 10:00am   **"QUALITY" [Doors close promptly @ 8:30 AM]**

BREAK [30 Minutes]   *. . . Regional Educator Networking Break . . .*

RHTLE Sector Updates   [D.S.N. Shelley Attix & S.N. Phil Sutton]

10:30am – 11:00am   **AHLEI; Customer Service/GOLD; ServSafe Manager; University Transfer**

11:00am – 11:15am   **Retail Manager Certificate, Western Assoc. of Food Chains [W.A.F.C.]**

11:15am – 11:30am   **ICT Sector Programs [E-Commerce/Travel Services]; Maintenance/Repair**

BREAK [30 Minutes]   **Luncheon Catering: J & R Tacos, Main Street, Merced**

CA-RHT Industry Panel   [~12 Noon]

Kole Seifken   **General Manager, DoubleTree Hilton Hotel & Convention Center, Modesto**

Theresa Quiroz   **HR Recruitor, Tenaya Lodge, Delaware North Companies, Fish Camp**

Nanette Villegas   **Marketing Director, Codding Management, Merced Mall**

Michelle Watkins   **Human Resources Manager [PHR], Black Oak Casino Resort, Tuolumne**

Jennifer Johnson   **Manager, Starbucks Coffee, Applegate Center, Atwater**

ENDS: 1:00 PM   EDUCATOR STIPENDS: *Distribution of MCCD Forms for Honoraria & Travel*

PLEASE E-MAIL ME TO MAKE ARRANGEMENTS FOR: SEATS/TRAVEL
shelley.attix@mccd.edu or call: 209-386-6734 [I'll send EventBrite link]

THE GREATER MERCED CHAMBER OF COMMERCE

WELCOMES   *DISNEY INSTITUTE*   TO Merced, CA

Gateway Gardens - 560 W. 18th Street • August 19, 2016 • 8am - 4:30pm • (209) 384-7092

Are you ready to enhance your business? Throughout this course, you will gain insight into the strategies that drive the Disney organization in the areas of leadership, culture, quality service, brand loyalty and innovation. With *Disney Institute*, you can learn to think differently. Are you ready?

- Align your values and vision
- Create a culture by design
- Become the service differentiation
- Develop long-lasting customer relationships
- Foster creative potential

Register Today! Space is Limited.

The Greater Merced Chamber of Commerce
is proud to be a selected sponsor of
Disney's Approach to Business Excellence
and wishes to thank its marketing participants:
• Merced College Workplace Learning Resource Center - host of the special
Educator's Session on Saturday, August 20th

Guest Service *Gold*
Making
Connections

Participant's Workbook

Guest Service *Gold*
Golden
Opportunities

Description:

Guest Service Gold® is a comprehensive program designed to accomplish the goal of creating guest service-oriented employees who know how to engage with their guests in order to provide memorable guest service.

Guest Service Gold® features a *choice between two separate courses*, *Guest Service Gold®:* Making Connections and the NEW *Guest Service Gold®:* Golden Opportunities. Each option features seven different guest service elements presented through real stories that are designed to motivate and inspire hospitality professionals to 'Go for the Gold' when it comes to providing service that goes above and beyond what is expected.

AUDIENCE: H.S. / COLLEGE / UNIVERSITY STUDENTS

Content

The choice between courses affords you the ability to select the training that best fits your needs. The segments can be viewed individually to emphasize specific learning objectives, or enjoyed together as one comprehensive program. The segments are:

Guest Service Gold®: Making Connections ©2011

* Authenticity: Keep It Real!   [ADAPTABILITY]
* Intuition: Read the Need!   [CRITICAL THINKING]
* Empathy: Use your Heart!   [CUSTOMER FOCUSED]
* Champion: Be a Guest Hero!   [DEPENDABILITY/RELIABILITY]
* Delight: Provide a Surprise!   [PLANNING/ORGANIZING]
* Delivery: Follow Through!   [BUSINESS FUNDAMENTALS]
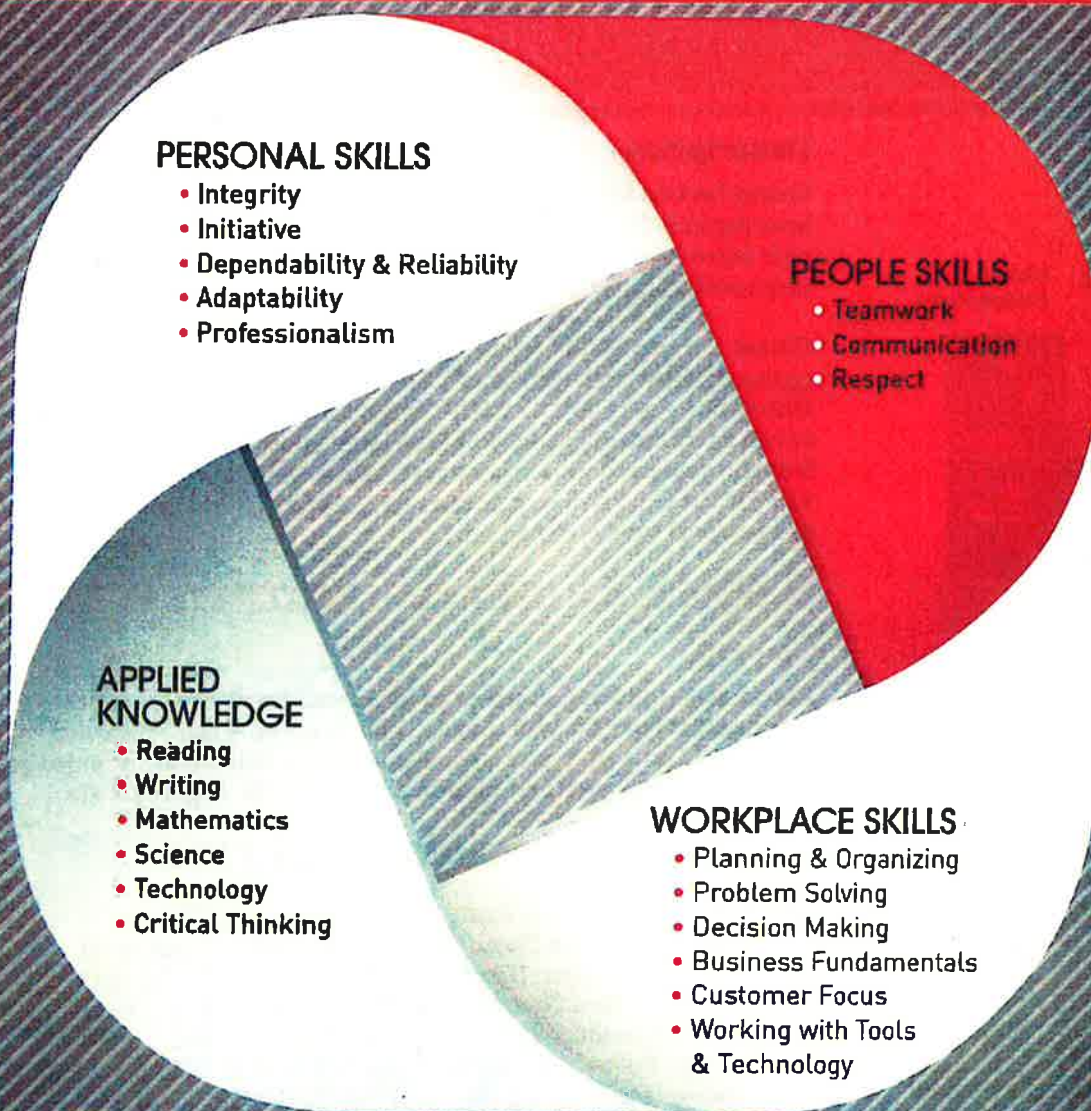* Initiative: Make the Effort!   [INITIATIVE]

Product available in: English, Spanish, Simplified Chinese, and French

NEW! Guest Service Gold®: Golden Opportunities ©2015

* Recovery: Turn it Around!   [DECISION MAKING]
* Personalization: Individualized Experience! [COMMUNICATION]
* Knowledge: Be in the Know!   [PROBLEM SOLVING]
* Passion: Inspire Others!   [PROFESSIONALISM]
* Commitment: Be All In!   [TEAM WORK]
* Inclusion: Include Everyone!   [INTEGRITY/ETHICS]
* Personality: Be Yourself!
[RESPECT/SELF-ESTEEM]

Product available in: English.
Coming soon: Spanish and Simplified Chinese.

AHLEI
AMERICAN HOTEL & LODGING
EDUCATIONAL INSTITUTE

PERSONAL SKILLS
- Integrity
- Initiative
- Dependability & Reliability
- Adaptability
- Professionalism

PEOPLE SKILLS
- Teamwork
- Communication
- Respect

APPLIED KNOWLEDGE
- Reading
- Writing
- Mathematics
- Science
- Technology
- Critical Thinking

WORKPLACE SKILLS
- Planning & Organizing
- Problem Solving
- Decision Making
- Business Fundamentals
- Customer Focus
- Working with Tools & Technology

COMMON EMPLOYABILITY SKILLS

These employability skills are interconnected to allow employers to look at the full scope of what skills are necessary in all major economic sectors. Together, attainment of these business-defined skills prepares individuals for careers and for further education and training.

ABOUT THE NETWORK:

The National Network represents major business sectors and is funded through a collaborative partnership of Business Roundtable (BRT), ACT Foundation, the Bill and Melinda Gates Foundation, Joyce Foundation and Lumina Foundation. Members include leaders in the manufacturing, retail, healthcare, energy, construction, hospitality, transportation and information technology sectors. They represent the source of nearly 75 percent of projected U.S. job growth through 2020 (an estimated 30 million new jobs). More information on the National Network can be found at businessroundtable.org/closingtheskillsgap and actfdn.org.

AS OF JULY 22, 2014

NATIONAL NETWORK OF BUSINESS AND INDUSTRY ASSOCIATIONS

Central/Mother Lode Regional Consortium
CTE Enhancement Fund Grant Program
Regional Projects

REMINDER: Next CCCCO Quarterly Report for Local & Regional Projects Due August 15, 2016

CRC Regional Reporting & Reallocation of Funds Timeline:
- **October 31, 2016:** All funds expended, excluding salaries
- **November 30, 2016:** Invoicing Deadline

CCCCO Reporting Schedule 2015-2016

The CTE EF Quarterly Reporting System is live. Quarterly reports are prepared by the respective colleges. The CRC Chair certifies the reports once the reports been completed/uploaded.

To access the report, please go to the link provided below to open the report site and find your own college under the "Central/Mother Lode" tab.   Quarterly Reporting Website: http://cte.ewdgrants.net/ This will not be posted on public websites.

The reporting schedule is as follows:

Reporting Period	Report Due from District Colleges to Regional Chair (SCCCD)	Report due from Regional Chair (SCCCD) to CCCCO
1/1/15-6/30/15	8/14/15	9/15/15
7/1/15-9/30/15	10/21/15	11/20/15
10/1/-15-12/31/15	1/21/16	2/19/16
1/1/16-3/31/16	4/21/16	5/20/16
4/1/16-6/30/16	8/15/16	9/15/16
7/1/16-10/31/16 (Reallocated funds)	11/29/16	12/19/16

Central ⬢ Mother Lode
Regional Consortium

2016-17 CRC Meeting Schedule

Steering Committee Meetings

- **August 3, 2016**, Clovis Community College/Herndon Campus, 390 W. Fir, Building B, Room 305, 9:00 am - 2:00 pm
- **September 26, 2016**, prior to CCCAOE Fall Conference Rancho Mirage, 4:00 pm - 8:00 pm
- **November 17, 2016**, Modesto Junior College, 9:00 am - 1:00 pm
- **February 9, 2017**, Columbia College, Sonora, 9:00 am - 2:00 pm
- **Date TBD**, prior to CCCAOE Spring Conference, 4:00 pm - 8:00 pm
- **June 12-14, 2017**, CRC Annual Planning Conference, Monterey

Additional Meetings/ CEOs & Steering Committee
- **Date TBD**, CVHEC Fall Board Meeting
- **Date TBD**, CVHEC Spring Board Meeting

- **Standing Steering Committee Conference Calls**, 2nd Monday of the Month, 9:30 am, as needed

Regional Planning Meetings
- **Pre-Regional Meetings - Internal**
  - **July 27, 2016, CRC CIO Regional Meeting,** Clovis Community College/Herndon Campus, 390 W. Fir, Building B, Room 305, 9:30 am - 12:00 pm
  - **Aug, 2016, CRC CEO/CVHEC Regional Meeting,** TDB

- **All Stakeholder Meetings:**
  - **September 16, 2016**, Clovis Community College/Herndon Campus, 390 W. Fir, Building B, Room 308, 11:00 am – 2:00 pm
  - **October 20, 2016**, Bakersfield College, 11:00 am – 2:00 pm
  - **October 25, 2016**, San Joaquin Delta College, 11:00 am – 2:00 pm
  - **November 3, 2016**, in conjunction with WHCCD Essential Elements series, Harris Ranch, Coalinga, time TBD
  - **November 17, 2016**, in conjunction with Steering Committee Meeting, Modesto Junior College, 1:00 pm – 3:00 pm

Doing What MATTERS™
FOR BUSINESS AND INDUSTRY