

Steering Committee Meeting Minutes

Fresno City College – OLD ADMINISTRATION BUILDING, #251

April 26th, 2022/ 8:30 am-2:30 pm

Steering Committee Members Present: Anthony Cordova, Becky Barabe, Bryan Tassey, David Clark, Ganesan Srinivasan, Jonna Schengel, Justin Garcia, Kris Costa, Nicole Griffin, Osvaldo Del Valle, Pedro Mendez, Steve Amador, Jessica Grimes

Steering Committee Guests and Key Talent Present: Amani Crosshabeyah, Carrie Farwell, Diane Baeza, Autumn Gardia, Dr. Trudy Gerald, Rozanne Hernandez, Pam Knap, Michelle Wong, Adia Smith, Beatrice Licon, Kenny Lopez, Ricardo Marmolejo, Deborah Rowe, McKenna Salazar, Sokun Somsak, Gary Potter, Dr. Lisa Lawrenson, Gurminder Singh, Robert Pimentel, Angela Steitz, Sherri Watkins, Lorraine Smith

TIME	AGENDA ITEM	MINUTES/NOTES
8:30-8:45 pm	Welcome and Introduction	The meeting started at 8:50 am with an introduction from Fresno City College's Vice President of Educational Services and Institutional Effectiveness, Robert Pimentel.
STEERING COMMITTEE VOTES (CTE DEANS)		
8:45-11:45 pm	April 5 th , 2022 Meeting Minutes	VOTE: Kris made a motion to approve the minutes. Bryan seconded the motion. The minutes were approved.
	SWP 1-4 Sector Projects (2018-19): - Advanced Manufacturing - Agriculture - Healthcare - Retail, Hospitality, and Tourism	NON-VOTING ITEM DISCUSSION: Jessica stated that the Industry Sector projects that were approved at the December 7 th steering committee meeting are underway and that there will be a report on the progress of those projects at a later date. The funds used to invest in these projects were from the \$569k region-wide employer engagement project from SWP 1-4. State Center is overseeing SWP 1-5. There was a brief discussion on the difference between professional experts doing versus the new employer engagement generalist regional director model. The difference is that the former (professional expert) is project-based, so short-term, while the former is subregional.
	Program Approvals (Regional CTE—see pp. 2)	DISCUSSION: Several items were discussed regarding the RegionalCTE platform and the role of the Steering Committee, including whether the RegionalCTE platform is the only place where votes can be made or whether the steering committee vote can supersede the vote. It was determined the former is perfectly justifiable, provided there are minutes reflecting the steering committee vote. Additionally, there was a question regarding what the minutes should reflect to approve a program, such as whether the minutes should not only show that industry partners recommend a program or a revision of it but also recommend the classes that are part of the program. It was determined that the local approval process for classes should remain local, whereas the steering committee's role is to review the minutes of the program to ensure industry has recommended it and to ensure that the recommendation includes current LMI indicating there is a supply and that there isn't an issue with neighboring colleges that may already offer a program. Given the robust discussion around the purview of the steering committee's role in program approval, it was suggested that an annual review

		of what the program approval entails should be adopted and that the onboarding document that Karri developed would be a perfect place to start. In addition, it was suggested that the onboarding document be attached as a reference guide to ensure consistency. VOTE: Dave made a motion to approve the 12 programs (see page 4). Pedro seconded the motion, and the motion carried unanimously.
	SWP 6 Region Wide Projects (Geographic Solutions demo and the Virtual Career Center)	DISCUSSION: Jessica mentioned that at the April 5th meeting, it was agreed to table this discussion until the April 26th meeting to give members sufficient time to both review the demonstration video that Kris provided and to assess what percentage of SWP 5 region-wide funds were available in order to vote on some colleges (West Hills College Lemoore, West Hills College Coalinga, College of the Sequoias, SJ Delta College, Fresno, and Merced) using region-wide funds for a pilot project with Geographic Solutions. Jessica stated that she sent the video and the remaining balance of \$322,797. A brief discussion followed regarding the various employer engagement platforms and tracking that each do tends to provide some of what community colleges need but isn't comprehensive, so it was suggested that we allow for some flexibility in which platforms are used to gain a better understanding of student employment outcomes. VOTE: Becky made a motion to approve a pilot project with Geographic Solutions up to the remaining balance of SWP 5 region-wide funds, so a first come, first served basis. Pedro seconded the motion. The motion passed.
	Employer Engagement Funds and Industry Sectors	NON-VOTING ITEM DISCUSSION: Jessica stated that a few colleges indicated a need for an extension for SWP 5 regional funds and that she had provided a template to tailor according to each college. She also stated that she would be happy to share whom one might reach out to at the Chancellor's Office if a college needed an extension. Also, if colleges are planning to do an extension on regional funds, they would need to do an amendment with State Center. As of now, State Center is using the last of its Employer Engagement funds on projects, such as the Jumpstart Pilot, which was approved at the April 5th meeting. A question was raised about receiving the stipend for the region-wide SWP 4 OER project for faculty, and it was suggested to reach out to State Center.
	Regional Plan and Governance Structure	NON-VOTING ITEM DISCUSSION: Jessica reviewed the updates she has done to the regional plan and stated that it has been usually updated annually in January but that the Chancellor's Office usually provides guidance on what its focus should be. She stated that that guidance should be forthcoming, but in the meantime, she has included summary data on outcomes as well as added information on K12 SWP. Suggestions were made on what to include in the Plan, including a planning cycle calendar, a summary sheet of subregional industry sector projects, and a process for pursuing other funds to diversify funding sources outside of SWP. Other items discussed were ensuring that there is clarity on who can vote, ie the steering committee members who are the CEO designees and ensuring that when sensitive items are discussed, the vote is confidential and closed to avoid extraneous distractions. GOVERNANCE SUBCOMMITTEE: Moreover, she mentioned that the governance structure has not been updated since 2017. A subcommittee was formed, led by Dave with the following volunteers: Becky, Bryan, Ganesan, and Pedro. This subcommittee will review the governance structure and make recommendations to the Steering Committee on the roles of the members, committees, meetings, and other matters, including the need for bylaws and governance procedures.

11:45-12:45 pm LUNCH/FRESNO CITY COLLEGE TOUR WITH BECKY BARABE

DISCUSSION/INFORMATION ITEMS

1:00-2:30 pm	CRC Steering Committee Meetings (Calendar)	Jessica stated that the last meeting would be at the Annual Planning Retreat on June 13th, so a planning calendar for 2022-2023 was developed as follows: ● September 2, 2022; 10-3 pm, Modesto ● October 4, 2022; 4-8 pm, CCCAOE Fall Conference in Rancho Las Palmas ● November 4, 2022; 10-3 pm, Merced ● February 3, 2023; 10-3 pm, Sequoias ● March 3, 2023; 10-3 pm, Columbia ● April 18, 2023; 4-8 pm, CCCAOE Spring Conference in Sacramento Jessica said she would send out the planning calendar for the year to everyone. She also asked about the 2nd Friday of the month for the Dean's Brown Bag meetings that have had low attendance. It was suggested that meetings, the frequency, et cetera be taken up by the Governance committee.
	Dean Updates: Round Robin	Ganesan encouraged deans to attend the Community College Pre Conference Ag Faculty Convening in San Luis Obispo, June 17th-19th that leads into the CATA Conference. This convening is an industry sector project from SWP 5 funds and is being used to support the CRC to attend. Approximately 15 rooms are still available, so there is still time. Jessica stated that she would be using her indirect funds to buy two tables for the Good Jobs with Equity summit for professional development and that she would send out a Google List for folks to add their names to sit with the consortium. Tony mentioned that Chancellor Oakley and other notable experts will be part of the convening that will center on health, energy, the baccalaureate degree, and regional consortia best practices.
	CRC Website	Jessica provided a quick update regarding the website redesign. She stated that the Ad Hoc Marketing Committee (Bryan, Kris, Daniel, and Justin) have been meeting with Full Capacity Marketing over the content and design of the website. She mentioned that they are trying to update photos from CRC colleges and should have the website ready to debut at the Annual Planning Retreat.
	Annual Planning Retreat	Jessica stated that she receives a daily update of room occupancy for the retreat and that they were at 40%. She also discussed the draft agenda and said that it's still being finalized. Ideas that were mentioned to include were a session on budgets with Beatrice, standardizing projects in NOVA, pitching new regional and region-wide projects, having a new dean's onboarding session, discussing the effects of COVID-19 on enrollment and right-sizing institutions, discussing how the elimination of the SAT has increased enrollment at the CSUs and other higher education institutions.
	Upcoming Meetings:	● Annual Planning Retreat at the Monterey Marriott (6/13-6/15) ● CRC Steering Committee Meeting 6/13 CRC Meeting Schedule

Program Approvals

[M/S/A Item](#)

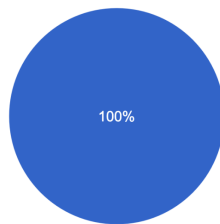
Program Names	College	Submitted by	Submission Date	Vote Count
1 Real Estate Salesperson (COA)	Delta	Veronica Oregel	4/22/2022	5
2 Real Estate Broker (COA)				6
3 Graphic Arts with an Emphasis in Printmaking				5
4 Crime Scene Investigation	Madera	Yolanda Garcia	4/22/2022	5
5 Paramedic Certificate (COA)	Merced	Kristi Wolf	4/20/2022	
6 Paramedic (COA and AS)				1
7 Digital Video Production	Porterville	Osvaldo Del Valle	3/28/2022	8
8 Child Development Associate Teacher (COA)				6
9 Child Development Teacher Permit (COA)				7
10 Child Development (AA)			3/22/2022	8
11 Administration of Justice (COA)				
12 Business Information Technology Level 2 (AS)	Modesto	Heather Townsend	2/22/2022	6

Addendum:

- While the Steering Committee meeting was on 4/26/2022, the Steering Committee agreed to do an e-vote on 5/11 and 5/12 to approve \$100,000 of SWP 5 Region-Wide for an economic analysis report, summary, fact sheet, and infographic per community college district and an aggregate report of the CVML with EMSI:

Approve \$100,000 of SWP-5 Region Wide funds for each community college district to receive economic analysis reports and materials from EMSI.

11 responses



● Yes
● No

Who has responded?

Email

jonnas@cos.edu

bryan.tassey@mccd.edu

osvaldo.del@portervillecollege.edu

becky.barabe@fresnocitycollege.edu

anthony.cordova@bakersfieldcollege.edu

amadors@yosemite.edu

arashvand@taftcollege.edu

justingarcia@whccd.edu

nicole.griffin@cerrococo.edu

danell.hepworth@deltacollege.edu

kriscosta@whccd.edu