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Steering Committee (SC) Meeting | Friday, September 8, 2023 | 10:00 am to 3:00 pm

Location: West Hills College Lemoore, Student Union 900 Building

Steering Committee Members:

✓ Anthony Cordova (Bakersfield)	✓ Devin Daugherty (Taft) Represented by Jaime Lopez	✓ Becky Barabe (Fresno)	✓ Bryan Tassey (Merced) Represented by Autumn Gardia	✓ Danell Hepworth (Delta)
✓ Dave Clark (Reedley)	✓ Jonna Schengel (Sequoias)	✓ Sarah Maokosy (Coalinga)	✓ Kris Costa (Lemoore)	✓ Laura Hill (Clovis)
✓ Nicole Griffin (Cerro Coso)	✓ Osvaldo Del Valle (Porterville)	✓ Pedro Mendez (Modesto)	✓ Justin Garcia (Madera)	✓ Brandon Price (Columbia)

Pre-Meeting Fiscal Technical Assistance 8:30 to 9:30 am/Breakfast Served 8:00-10:30 am/Lunch served 12:00 to 12:45 pm

Time	Agenda	Minutes	Action/Next Steps:
10:00 am	Welcome/Introduction	Dr. Jessica Grimes welcomed all attendees to the first steering committee meeting of the 2023-2024 fiscal year. Kris Costa, WHCL host, also welcomed everyone to West Hills Community College Lemoore. Jessica then welcomed Javier Cazares from the Chancellor's Office. He updated the Steering Committee that the hold back of funds for un-spent and un-allocated funds from SWP Rounds 1-5 have gone out through NOVA. He asked that districts allocate the funds in NOVA by October 31, 2023. The deadline is November 15, 2023. He also mentioned that the Regional Plan is due January 2024. Javier also updated that out-of-state travel no longer requires the Chancellor's Office approval. Also, if needed, there is a point of contact section in NOVA which can be updated as well as the institution section to receive the NOVA updates.	
Steering Committee Votes (CTE Deans)		Motion/Second/Approval (MSA)	
10:10-11:45 am	June 12, 2023 Minutes	VOTE: Becky Barabe moved to approve the June 12, 2023 minutes, and it was seconded by Kris Costa. The motion carried unanimously.	
	Centers of Excellence RFA & Letter of Support	Jessica stated that the Chancellor's Office has two RFAs related to LMI and the Centers of Excellence. She stated that there are eight regional consortia that have a Center of Excellence hosted at a community college or community college district. The RFA just came out, and the application is due September 11, 2023. Since then, there has been a conversation via email regarding the CVML RC letter	CVML Regional Chair, Dr. Jessica Grimes, will write a letter of support for both Yosemite and State Center.

		of support. Two entities have expressed interest: Modesto Junior College, which currently has the contract with the Chancellor's office, and State Center. Both institutions have made a request for the CVML regional consortium to write a letter of support either for one application or for all application. After some discussion, which included a history of the CVML generally supporting one application as it has a non-competitive policy, it was decided to support both applications as indicated in the vote below. VOTE: Becky Barabe motioned for the CVML Regional Consortium to write a letter of support for both Yosemite and State Center. Anthony Cordova seconded the motion. Osvaldo Del Valle abstained.	
	SWP 1-5 & SWP 8 and New Guidelines	Jessica mentioned State Center is trying to close out SWP 5 and informed Kern CCD that there is a remaining balance of \$464,029 from region-wide funds. In addition to the balance from SWP 5, there is ~\$1.4 million region-wide funds from SWP 8 that requires a discussion and vote. She stated that by looking at what was approved in the past, the steering committee could use past precedent to begin the conversation. Also, she stated that there were two action items to be addressed: 1. The recommendation for SWP 8 was based on historical program allocation in terms of percentage per district back in 2016-17 when SWP was launched. That recommendation from the deans was then forwarded to the college CEOs who vote on approval. 2. In addition to the overall allocation breakdown, the steering committee votes on region-wide projects. The SWP 8 Regional Share and Local Share Allocations is the draft document that will be sent to the college CEOs for approval. The following conversation ensued: Pedro Mendez asked if the percentage is rolled out and maintained throughout the years and what was the increase, if any, to the regional allocations from the last year. Tony Cordova mentioned that the original percentage was changed to allow for more funding for the smaller college districts. In order to fix the issue, the consortium came up with the current model. Jessica shared that last year the regional allocations totaled \$1.468 million, and this year it is \$1.412. Dr. Grimes expressed that \$464,029.79 from SWP 5 Region Wide Funds had not been expended. These	The region-wide projects for SWP 5 and SWP 8 will be inputted into NOVA. Since the steering committee approved SWP 8, Jessica will request the college CEOs to vote on this allocation.

		funds needed to be expended by October 31, 2024. Possibilities for these funds could be to pay for LinkedIn Learning, TPM 3 Employer Collaboratives RFA, or CVML Website redesign. Jessica shared that \$395,000 of SWP 6 was allocated for CTE marketing, outreach and engagement and that the rest of the funds (\$750,000 in total) was, split between SWP 6 and 7 for a total of \$750,000. There has been less than \$50,000 invoiced. Also, Bakersfield College and Modesto Junior College have opted out of utilizing these marketing funds, so she stressed the need for colleges to expend these funds. . Kris Costa proposed to pay for projects that were going to be paid for with SWP 6 funds. For example, Amatrol, Launch, or LinkedIn Learning. Jessica mentioned that SWP 5 funds have a longer expenditure window than SWP 6. The proposed projects for SWP 5 Region Wide Funds were LinkedIn Learning and Amatrol. In addition, the steering committee discussed SWP 8 Region Wide Funds. Following past precedent on what has been invested in prior rounds, there was \$556,599 remaining after moving Amatrol and LinkedIn Learning annual subscription to SWP 5. SACA Membership, SACA Train the Trainer, and Geographic Solutions for West Hills College Lemoore and College of the Sequoias were added to the proposed Region-Wide Projects for SWP 8 funds. VOTE: Kris Costa motioned to approve the SWP 5 and SWP 8 Regional Share and Local Share Allocations and the proposed projects. Becky Barabe seconded the motion. The motion carried.	
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	CTE Instructor Training (Loren Kelly)	Loren Kelly presented possible dates for the Winter session of the CTE Instructor Training Level 1 with these three options: 1. Monday through Wednesday, December 18-20, 2023. This session could be face-to-face or virtual. 2. Tuesday through Thursday, January 2-4 or Wednesday through Friday, January 3-5, 2023, also potentially face-to-face or virtual. 3. Friday through Sunday, January 5-7, 2023. This session will be virtual. The steering committee decided they would like to choose the third option. This will be a virtual session. Loren Kelly will be sending a flier for the Level 1 training to the steering committee the week of September 11 through 15, 2023. There was an inquiry regarding the Level 3 training, which focused on diversity, equity, and inclusion and research. The steering committee is interested in re-opening this session for 10 attendees. Loren Kelly will be rolling it out. The information will be added to the CVML CTE Instructor Training section on the website. Loren Kelly will be sending a flier for the Level 3 training to the steering committee the week of September 11 through 15, 2023. The Spring Academic and Career Coaching training will be canceled since it was an alternative for the Level 3 training. Here is the link to Loren Kelly's 23/24 Service Proposal.	Loren will also be sending a flier for the trainings to the steering committee the week of September 11 through 15, 2023.
	Program Approvals (see pp. 2)	Jessica stated that in the prior SC meeting in June, it was requested that only programs that had received prior approval via the RegionalCTE platform would be on the agenda, so she stated that those programs were on the agenda. Kris proposed that the steering committee develop a guideline of what should be included in the program recommendations before they are posted for approval. Pedro Mendez suggested that this could be a professional development opportunity where program review training is provided. Jessica stated that the CVML thoroughly reviews submissions and asks follow-up questions, even putting submissions back to draft mode but that there isn't a clear consensus among the 15 Curriculum Committees, which approve items differently, so what is considered ready for approval, varies. Jessica also stated that she created a slide deck that presented the program review process, according to the 8th edition of the PCAH where topics such as, what is a program recommendation via	The steering committee has a Program Review Committee that will develop a guideline for the program recommendations before they are submitted for approval. Jessica will send a copy of the slide deck that she prepared for feedback and discussion.

		an advisory committee and how to interpret the requirements, et cetera. It will be sent out to the steering committee members and asked for feedback. Also, she stated that she has been in conversation with the Statewide CTE Subcommittee for the Academic Senate which has identified issues that will be addressed in a 6-hour training for CTE faculty and deans. The CVML will host this convening in in February 2024. The CVML website also provides Program Recommendations & Processes resources. VOTE: Tony Cordova motioned to approve all approved programs. Becky Barabe seconded the motion. The motion carried.	
Standing Information Items			
1:00-3:00 pm	Needs Assessment (Nora Seronello)	An email was sent out regarding the needs assessment that was discussed at the June 2023 CVML Annual Planning Committee meeting. In that meeting, she asked the deans for feedback. Nora wanted to follow up as there are now 145 responses from employers. At the planning meeting in June, there was an inquiry about getting the steering committee’s industry partners involved in the needs assessment and if the Center of Excellence could share the data. Nora received confirmation from her State Lead that the assessment may be shared, so Nora asked if the deans wanted to add up to three more questions to the needs assessment survey. This is an option not a requirement. The turnaround time for this assessment is estimated for mid-October 2023. Jessica stated that since this process has taken about a year, it may be that the deans have already provided the feedback needed to proceed. There was a consensus among the steering committee that they have nothing more to add, so Nora will send out the link by Friday, September 15, 2023 that the deans will send out to their industry partners. The survey will close in 3 weeks on Friday, October 6, 2023.	Nora will send out the link for the survey by Friday, September 15, 2023. The survey will close in 3 weeks on Friday, October 6, 2023. The deans will send out the link to their industry partners.

	K14 TAP and K12 PC Updates/K12 SWP 6	Dr. Octavio Patiño shared that K12 SWP 6 RFA was released late August. Octavio and the K12 Pathway Coordinators have been working together to help the LEAs that haven't reported expenditures from rounds 2-5 or that haven't invoiced their 70%. The CVML fiscal team has also been a great help in advancing these processes for the LEAs. A major challenge to timely fiscal reporting is that contacts may not be current in NOVA. This challenge, in particular, is being solved by the Pathway Coordinators who are helping to update the K12 contacts and sharing their findings with Octavio. Octavio stated that for Round 6, there is more of an emphasis on aligning pathways between high schools and community colleges. Octavio requested the deans to think about where the Pathway Coordinators and he could further assist and in addressing gaps. Becky Barabe, who is one the CTE Deans on the K12 Selection Committee, invited other deans to sign up as she has seen a need for more community college representation. Octavio and Jessica have invited others as well to support. Kris Costa asked for an update on the Regional Convenings to facilitate partnerships with K12 that was a point of discussion at the CVML Annual Committee in June 2023. Kevin Fox suggested the convening meetings be planned before summer. Tony Cordova proposed to create workshops that align K12 pathways with community college pathways and beyond.. Octavio has a list of convenings but wasn't aware that the deans wanted to be included, so he will add the deans to the K12 convening that will be focused on pathway alignment and other related topics. Jessica has done some analysis of the investments that have been made from prior rounds, and there was more of a trend to fund across CTE sectors rather than just to identify pathways. About 44% of round 4 and round 5 are across industry sectors. She stated a goal would be to strategize where the CVML can make investments based on the high priority industry sectors to have a better alignment there. Jessica will provide information on how much is being spent per student based on SWP and K12 SWP funding for the next SC meeting.	Octavio will add the deans to the K12 convening that will be focused on pathway alignment between K12 and Community Colleges. Jessica is planning to include in the regional plan how much is being spent per student based on SWP and K12 SWP funding for the upcoming SC meeting.
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	RDs of Employer Engagement	Jessica provided an updated regarding the active recruitment for the CVML Regional Director of Employer Engagement for the North Sub-region. This will be the third time that the position has been posted that can be found at this link. Then, she invited updates from the Regional Director of Employer Engagement of the South and Central subregions and the Consultant for the North Subregion. Adia Smith is working with Jobspeaker in getting the quarterly data. The upcoming meeting is for Wednesday, September 13, 2023. If any of the deans are interested in discussing Jobspeaker, they can contact Adia, and she can set up a meeting. The quarterly reports will be coming out this month with data and more information for the deans to look over. Gary Potter updated the group that the LinkedIn Learning Community of Practice starts Tuesday, September 12, 2023. The flier can be found on the CVML website under the Professional Development and Conference Opportunities section. If any of the deans would like to implement SACA, or have questions regarding the program, they can reach out to Gary and he can help with connecting them to the SACA team. Dr. Vickie Trask and Maryanne Ambler updated the steering committee that they have been working on the gap analysis and needs assessment for the North subregional colleges. They have been researching the strong programs at each college and what the college needs are, so they can fill in those gaps.	If any of the deans are interested in discussing Jobspeaker, they may contact Adia and she can set up a meeting. If any of the deans would like to implement SACA or have questions regarding the program they may reach out to Gary, and he can help with connecting them to the SACA team.
	Slide Deck by Dr. Jessica Grimes Other Update	Jessica presented the following slide deck to provide context on a strategic direction for the CVML in reference to outcomes and metrics and the Chancellor’s Roadmap 2030, which is an iterative process. Still, although the goals may be further refined, the information is useful to help us further refine goals on where we are going as a region. Kris Costa asked when the NOVA fiscal reports will be open and requested that they be opened three weeks before reports are due and that a timeline be given with opening and closing dates. Jessica said that she sends an announcement when plans will through her weekly updates. In addition, she said that Beatrice Licon sends out an email to let the deans know when they can make updates in NOVA along with a timeline. She also stated that the fiscal reporting timeline is available on the	Dr. Grimes sends an announcement when SWP 8 will be open through her weekly updates, as well as Beatrice Licon sends out an email to let the deans know that SWP 8 is open. There is a timeline created and it will be sent out.



		website. Tony mentioned that the CCCAOE conference is coming up. Autumn Gardia requested that the CVML colleges provide at least 4 gift baskets for a raffle, and Pedro mentioned that hotels are running out of rooms.	
Upcoming:	CVML SC Meeting at Merced on 10/27/2023 & Launch CVML (Apprenticeship) (Upcoming SC meetings can be found https://crconsortium.com/crc-meetings/ here. Registration is open for the fall CCCAOE 2023 Conference.)		

Program Approvals

Program Names		College	Submission Date	Approval Date	Vote Count
1.	Agricultural Production	Porterville	07/06/2023	08/17/2023	Approved 9 votes- FCC, WHCL, TC, Clovis, COS, BC, Merced, PC and Cerro Coso
2.	Business Management Emphasis in Global Entrepreneurship	Porterville	07/06/2023	08/29/23	Approved 10 votes TC, PC, COS, FCC, BC, Clovis, Merced, Cerro Coso, SJDC, and Madera
3.	Entrepreneurship COA	Porterville	07/06/2023	08/29/23	Approved 10 votes COS, Clovis, FCC, TC, BC, Merced, PC, Cerro Coso, SJDC and Madera
4.	Commercial Music COA	Porterville	07/06/2023	08/29/23	Approved 10 votes COS, Clovis, FCC, TC, BC, Merced, PC, Cerro Coso, SJDC and Madera
5.	Music Teaching Certificate Program	FCC	06/20/2023	08/24/2023	Approved 9 votes: Merced, Clovis, WHCL, TC, BC, FCC, Cerro Coso, CO ,and PC
6.	Reserve Officer COA	Cerro Coso	09/06/2023	09/07/2023	Approved 9 Votes - COS, Cerro Coso, BC, WHCL, PC, Merced, Madera, FCC and Clovis
7.	Peace Officer COA	Cerro Coso	09/06/2023	09/07/2023	Approved 9 Votes - COS, Cerro Coso, BC, PC, Merced, Madera, FCC, Clovis and Columbia
8.	Corrections Officer COA	Cerro Coso	09/06/2023	09/07/2023	Approved 9 Votes - Cerro Coso. BC, Merced, PC, Madera, FCC, COS, Clovis and Columbia

100	Administration and Services
	• Advising • Counseling • Financial Aid • Military Services
200A	Academic Center
	• Classroom (209) • Co-Laboratories (201-207) • Faculty Offices
200B	Academic Center
	• Classrooms (230-239)
200C	Conference Center
	• Meeting Rooms (253 & 256)
200D	Academic Center
	• GED (273) • Classrooms (274-278) • Disabled Students Program (270) • WIN Center (275) • Career Services • Internships • Job Search
400	Library/Learning Resources Center
	• ACE Lab (Tutoring) • Meeting Room (437) • Classroom (459) • Student Computing • Faculty Offices • Study Rooms • Library • Student Engagement Center
501-510	Lee Moore Middle College High School
600	▶ Golden Eagle Arena
	• Arena/Gym Floor • Athletic Team Rooms • Faculty Offices • Fitness Center
700B	▶ Academic Center
	• Classrooms (711-719) • Skills Lab (714)
800A	▶ Applied Science and Technology
	• Classroom (801 & 811) • Faculty Offices
800B	▶ Applied Science and Technology
	• Classrooms (821-841) • Faculty Offices • Health Careers Office
800C	▶ Applied Science and Technology
	• Classroom (861) • Maintenance and Operations (853)
900	▶ Golden Eagle Student Union
	• Associated Student Body (Admissions & Records) • Campus Life • Eagle Room • Campus Police • Eagle Store (Bookstore) • Eagle Food Court/ Starbucks • Student Lounge
1000	▶ Child Development Center
A,B,C	• Pre-K



Central/Mother Lode Regional Consortium				
Strong Workforce Program				
\$14,123,082: Regional Share (40%)				
Regional Share Allocation per District (SW8, FY 2023-24: 7/1/23-6/30/25)				
DISTRICT	SW8/PY8 Modified REGIONAL Funding Previously Approved by CEOs	SWP SW8/PY8 REGIONAL (83% of Base)	SW8/PY8 Incentive 17% Allocation	Total Regional (100% of 40%)
Kern	22%	\$ 2,237,589	\$ 403,427	\$ 2,641,016
Merced	7%	\$ 711,960	\$ 128,363	\$ 840,323
San Joaquin Delta	13%	\$ 1,322,212	\$ 238,389	\$ 1,560,600
Sequoias	8%	\$ 813,669	\$ 146,701	\$ 960,370
State Center	24%	\$ 2,441,006	\$ 440,102	\$ 2,881,109
West Hills	8%	\$ 813,669	\$ 146,701	\$ 960,370
West Kern	4%	\$ 406,834	\$ 73,350	\$ 480,185
Yosemite	14%	\$ 1,423,920	\$ 256,726	\$ 1,680,647
SWP Regional District Allocation Subtotal	100%	\$ 10,170,860	\$ 1,833,759	\$ 12,004,619
Region-Wide Projects	15% Setaside (1) 10% of 40%	\$ 1,196,572	\$ 215,736	\$ 1,412,308
CRC Admin/Fiscal Agent: 5%	(2) 5% of 40%	\$ 598,286	\$ 107,868	\$ 706,154
SWP Regional Setaside Subtotal		\$ 1,794,858	\$ 323,605	\$ 2,118,463
Total Regional SWP SW8/PY8 (100% of 40%)				\$ 14,123,082
Notes of Allocation Approval:				

v1 8/16/2023

Central/Mother Lode Regional Consortium			
Strong Workforce Program			
\$21,184,622: Local Share (60%)			
LOCAL Share Allocation per District (SW8, FY 2023-24: 7/1/23-6/30/25)			
DISTRICT	SWP SW8 Local (Base/83%)	SWP SW8 Local (Incentive/17%)	Total Local (100% of 60%)
Kern	\$ 4,302,306	\$ 730,720	\$ 5,033,026
Merced	\$ 1,269,700	\$ 234,459	\$ 1,504,159
San Joaquin Delta	\$ 2,967,355	\$ 417,770	\$ 3,385,125
Sequoias	\$ 1,563,291	\$ 266,025	\$ 1,829,317
State Center	\$ 4,738,085	\$ 927,889	\$ 5,665,975
West Hills	\$ 562,138	\$ 162,683	\$ 724,821
West Kern	\$ 174,074	\$ 95,228	\$ 269,302
Yosemite	\$ 2,371,627	\$ 401,271	\$ 2,772,897
Subtotal	\$ 17,948,576	\$ 3,236,045	\$ 21,184,622

Total Local & Regional SWP \$ 35,307,704 SW8/PY8