

Steering Committee Meeting Minutes

MJC WEST CAMPUS

2201 Blue Gum Avenue, Modesto, CA 95358,

Mary Stuart Rogers Building, Room 113

September 1, 2022: 10:00 am-3:00 pm

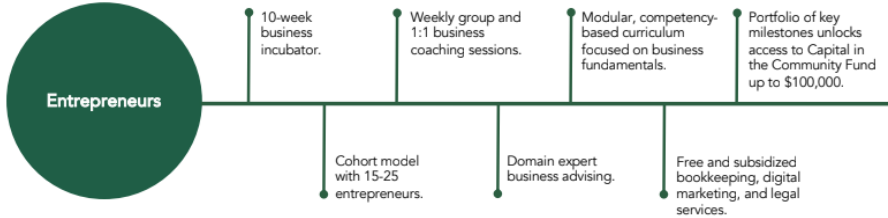
VIRTUAL ATTENDANCE [ZOOM LINK](#)

STEERING COMMITTEE MEMBERS (in attendance): Anthony Cordova, Armin Rashvand, Becky Barabe, Bryan Tasse, Danell Hepworth, Dave Clark, Ganesan Srinivasan (Shelly Connor), Jonna Schengel, Justin Garcia, Kris Costa, Laura Hill, Nicole Griffin, Osvaldo Del Valle, Pedro Mendez, Steve Amador

CRC Attendees: Adia Smith, Amani Crosshabeyeh, Bonita Steele, Brian Sanders, Beatrice Licon, Carrie Bloxom, Gary Potter, Jaime Francis, Janice Rogge, Jessica De La Garza, Jessica Grimes, Kelly Loren, Kevin Fox, McKenna Salazar, Nora Seronello, Rebecca Murillo, Sökün Somsack, Yeni Lopez

TIME	AGENDA ITEM	MINUTES/NOTES
10:00-10:10 am	MJC Welcome/Introduction	Dr. Brian Sanders, Vice President of Instruction, welcomed the CRC to MJC.
STEERING COMMITTEE VOTES (CTE DEANS)		Motion/Second/Approval (M/S/A)
10:10-12:00 pm Light Refreshments provided (9:30 to 10:30 am)	June 13th, 2022 Meeting Minutes	Jessica asked the steering committee to review the 6/13 Steering Committee meeting minutes for approval. VOTE: Kris Costa made a motion to approve the minutes from the June 13 th steering committee meeting. Bryan Tasse seconded the motion. The motion was approved.
	CRC Website Maintenance—Full Capacity Marketing	Jessica asked the steering committee to approve \$10,560 for website maintenance for one year by contracting with Full Capacity Marketing to perform more technical maintenance and updates on the CRC website. VOTE: Becky Barabe made a motion to approve a one-year contract with Full Capacity Marketing for website maintenance. David Clark seconded the motion, and the motion passed.
	Catapult Pilot (CCCAOE) up to \$7,500	Jessica asked Pedro, President-Elect of the CCCAOE, and Tony Cordova, Regional Vice President of the CCCAOE, to discuss the CCCAOE's collaboration with Catapult, a cohort-based professional development program as an opportunity for building capacity. They explained that the CCCAOE has contracted with Catapult on behalf of at a minimum of 7 CCCs to receive training in three areas: Work-Based Learning, CTE Recruitment and Marketing, and Career Readiness. The cost is \$2,500 per area for a total of \$7,500. Community Colleges are encouraged to send teams of three.

		WBL 1. CTE Dean 2. WBL or Internship Coordinator 3. CTE Faculty or other administrator supporting WBL CTE Recruitment & Marketing 1. CTE Dean 2. PIO or someone from their office 3. CTE Faculty, or other administrator supporting recruitment and marketing Career Readiness 1. CTE Dean 2. Career Services representative 3. CTE Faculty, or other administrator supporting career readiness VOTE: After some discussion, Kris Costa made a motion to approve Strong Workforce 5/6 dollars to pay for up to 3 sessions per CRC college or \$7,500 for a maximum of \$112,500. Danell Hepworth seconded this motion, and it was approved unanimously.
	Program Approvals (Regional CTE— see list below)	Jessica mentioned that a few deans have reached out to her requesting that the steering committee is more timely in voting on programs so that the curriculum approval process isn't delayed, so she asked the steering committee to help expedite the approval process via the Regional CTE platform. In addition, she asked for a vote to endorse the program approvals. VOTE: Becky Barabe made a motion to approve the programs, which Pedro Mendez seconded, and the motion carried.
	Talent Pipeline Management (11:30-12:00 pm) \$125,000 for training	Kris Costa and Gary Potter shared that the Talent Pipeline Management (TPM) Academy, via the U.S. Chamber of Commerce Foundation, provides professional development on an employer engagement model so that a framework can be developed to further workforce development, a twin goal shared among businesses and community colleges. The TPM Academy is flexible and could include a virtual kick-off followed by three two-day trainings and up to three-hour one-hour webinars per months. Here's a sample timeline also available in the CRC folder: Timeline Example*: • Month 1: Virtual kick off/Intro to TPM Orientation (approximately 2 hours) • Month 2: In-person training for continuation of TPM Orientation & Strategy 1 (2 days) • Month 3: Check-in Webinar/Review • Month 4: In-person training #2 for Strategies 2 through 4 (2 days) • Month 5: Check-in Webinar/Review • Month 6: In-person training #3 for Strategies 5 and 6, Collaborative Presentations (2 days) • Month 7: Free month or Check-in Webinar (follow up post-Academy) • Month 8–12 (OPTIONAL): In-person or Virtual Completion Event (acknowledge success to date, and include presentations from practitioners on work executed) The total cost for the Talent Pipeline Academy is \$125k for 25 to 35 people. VOTE: Bryan Tassey motioned to approve \$125k SWP region-wide dollars to send up to 35 people through the TPM Academy. Kris Costa seconded this motion, which passed.
12:00-12:45 LUNCH/NETWORKING		
DISCUSSION/INFORMATION ITEMS		
1:00-3:00 pm	SWP 6 Region-Wide Projects and K12 SWP Update	Jessica and Beatrice provided a fiscal update regarding SWP. According to the latest Looker reports, there is still ~\$225k SWP 5 region-wide dollars that need to be expended by 11/15, the date

		that the extension ends. Additionally, there is ~1.4 million SWP 6 region-wide dollars that need to be expended by 12/31/2023.
	ESO Ventures	Jessica stated that ESO Ventures has created the Equity-based Entrepreneurial Ecosystem (EEE), which was presented at the spring 2022 CCCAOE conference. This public-private partnership worked with the Bay Area Community College Consortium to launch under-represented businesses via an incubator process. This fall Merritt College, Diablo Valley College, Canada College, Chabot College, Contra Costa College, and West Valley College will be part of the project; however, ESO-EEE is looking to partner with other colleges. The estimated cost is \$150k/college that includes the following: 
	Defining Employer Engagement	Adia Smith, Regional Director of Employer Engagement-South, presented on defining employer engagement that standardizes how to measure it and what tools and templates can be used to support CRC colleges, including TPM resources and the Catapult playbook.
	Jumpstart Pilot Program Update	Gary, Kris, and Jonna presented on the success of the Jumpstart Pilot 1.0 Program: 71 students went through the 4-week program from 26 high schools. They participated in work-based learning, went on 13 industry tours, and a survey assessing the success of the program indicated a 98% satisfaction rate.
	Centers of Excellence Updates	Nora provided a quick update regarding the COE: the Sector Profile Reports of 10 industries across the 15 colleges is now available, and she provided hard copies. Also, she's still working on the needs assessment—there have been some delays owing to low participation, so she is pivoting and asking for support from the CRC deans. The Construction Study report has been complete and will be made available. Also, she will be following up with colleges on the EMSI. In addition, she shared that Jessica Morales, a key talent member of the COE CRC team, will be going through the CCCAOE Level I Leadership Academy. Nora stated that she and Jessica have been attending a professional development series on equity and data that she hopes to incorporate in future LMI reports.
	CTE Instructor Training	Loren Kelly provided an update on the CTE Instructor Training. The winter session will be held January 6 th through 8 th . There was some discussion on continuing the conversation on expanding the modality to hybrid with the use of Canvas to allow for asynchronous instruction, especially for adjuncts.

Upcoming Meetings (Themes–enrollment recovery, apprenticeships, employer partnerships, CVHEC)	October 4 th 4-8 pm at the CCCAOE Conference (41000 Bob Hope Dr./Rancho Mirage, CA)—more details to follow. (2022-23 Steering Committee Meeting Calendar)
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Program Approvals

Program Names	College	Submission Date	Approval Date	Vote Count
1 Research Laboratory Tech (AS)	Bakersfield College	8/26/2022	8/27/2022	Approved by 10: WHCL, WHCC, TC, FCC, BC, COS, Cerro Coso, SJDC, & Merced
2 Human Resources (CoA)	West Hills College Lemoore	7/29/2022	8/17/2022	Approved by 9: BC, PC, Merced, YCCD, WHCL, WHCC, Taft, SJDC & FCC
3 User Experience (CoA)	West Hills College Lemoore	7/25/2022	8/22/2022	Approved by 10: WHCL, Reedley, Merced, COS, Columbia, PC, SJDC, FCC, Cerro Coso & WHCC
4 Information Technology (AS)	West Hills College Lemoore	7/25/2022	8/17/2022	Approved by 9: WHCL, TC, Reedley, Merced, COS, Columbia, PC, SJDC, FCC
5 Aircraft Powerplant Maintenance	Reedley College	7/21/2022	8/2/2022	Approved by 9: WHCL, FCC, PC, Reedley, Merced, BC, TC, COS & Columbia
6 Aircraft Airframe Maint.	Reedley College	7/21/2022	8/2/2022	Approved by 9: WHCL, FCC, PC, Reedley, Merced, BC, TC COS & Columbia
7 Aircraft General Maint.	Reedley College	7/21/2022	8/2/2022	Approved by 9: WHCL, FCC, PC, Reedley, Merced, TC, BC, COS and Columbia
8 Agriculture Business	Bakersfield College	7/8/2022	7/25/2022	Approved by 9: WHCL, PC, Merced, BC, Reedley, Columbia, Cerro Coso, FCC & WHCC
9 Emission Technician	Fresno City College	7/6/2022	7/26/2022	Approved by 10: COS, Merced, BC, WHCL, PC, FCC, Reedley, Columbia, Cerro Coso & WHCC
10 Chassis Technician	Fresno City College	7/6/2022	7/25/2022	Approved by 10: COS, Merced, BC, WHCL, PC, FCC, Reedley, Columbia, Cerro Coso and WHCC
11 Powertrain Technician	Fresno City College	7/6/2022	7/19/2022	Approved by 9: Merced, COS, BC, WHCL, PC, FCC, Reedley, Columbia & Cerro Coso
12 Agriculture	West Hills College Lemoore	6/27/2022	7/25/2022	Approved by 9: WHCL, MJC, Columbia, Merced, BC, FCC, Reedley, Cerro Coso & WHCC
13 Commercial Art	Porterville College	6/23/2022	7/25/2022	Approved by 10: PC, BC, Merced, COS, WHCL, FCC, MJC, Columbia, Reedley & WHCC
14 Aviation Maint. Tech.	Reedley College	6/22/2022	7/19/2022	Approved by 9: WHCL, COS, BC, Merced, FCC, MJC, Columbia, Reedley and Cerro Coso
15 Aviation Maint. Tech.	Reedley College	6/22/2022	7/19/2022	Approved by 10: WHCL, COS, PC, BC, Merced, FCC, MJC, Columbia, Reedley and Cerro Coso