

Los Angeles Orange County Regional Consortium College Resource Leadership Council Business Meeting

Approved Minutes: September 20, 2018

The Westin Long Beach, 333 East Ocean Boulevard, Long Beach, California 90802

8:30 a.m.-9:45 a.m.

Voting Members present:

- Nick Real, Cerritos Community College
- Rocky Cifone, Citrus College
- Nancy Jones, Coastline Community College
- Lynell Wiggins (Alternate), Compton College
- Kathleen Reiland, Cypress College
- Kendra Madrid (Alternate), East Los Angeles College
- Virginia Rapp, El Camino College
- Ken Starkman (Alternate), Fullerton College
- Freddy Saucedo (Alternate), Glendale Community College
- Christopher Whiteside, Golden West College
- Debbie Vanschoelandt, Irvine Valley College
- Gene Carbonaro, Long Beach City College
- Fabiola Mora, Los Angeles City College
- Sandra Sanchez, Los Angeles Harbor College
- Marla Uliana, Los Angeles Mission College
- Tom Vessella, Los Angeles Pierce College
- Marcia Wilson, Los Angeles Trade-Tech College
- Laurie Nalepa, Los Angeles Valley College
- Jennifer Galbraith, Mt. San Antonio College
- Lisa Knuppel, Orange Coast College
- Sonia Wurst (Alternate), Pasadena City College
- Mike Slavich, Rio Hondo College
- Anthony Teng, Saddleback College
- Kimberly Mathews (Alternate), Santa Ana College
- Frank Dawson (Alternate), Santa Monica College
- Von Lawson, Santiago Canyon College
- Carmen Dones, West L.A. College

Voting Members absent:

- Rick Hodge, Los Angeles Southwest College

I. Meeting called to order at 8:30 by Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate Chair, LAOCRC

II. Roll Call by Maria Madrigal, LAOCRC Interim Executive Secretary

III. Minutes from the June 21, 2018 CRLC Business Meeting were Approved

- a. Motion: Von Lawson, Santiago Canyon College; Second: Tom Vessella, Los Angeles Pierce College; APPROVED
 - i. Abstain: Debbie Vanschoelandt, Irvine Valley College

IV. Informational Items

a. Program Data Requests

1. Commercial Dance, *Cerritos College*
2. Architectural Drafting & Design, *Cerritos College*
3. Mechatronics, Robotics and Automation Engineering, *Cypress College*
4. Augmented Reality and Virtual Reality Immersion Design, *East Los Angeles College*
5. Cosmetology and Barbering, *El Camino College*
6. Real Estate Sales, *Irvine Valley College*
7. Alternative Fuel Vehicles-CoA, *Long Beach City College*
8. Advanced Manufacturing Technology, *Long Beach City College*
9. Electric & Hybrid Vehicles-CoA, *Long Beach City College*
10. Engineering Technology, *Long Beach City College*

LAOCRC is supported by the CA Community College Chancellor's Office and Carl D. Perkins IV grant #13-150-003.

Adriene "Alex" Davis, Assistant Vice Chancellor of Economic & Workforce Development

Gustavo Chamorro, OC Director

Revised: 10/31/2018

- a. Originally submitted December 2016
 11. Hospitality Management, *Long Beach City College*
 12. Truck Driving, *Long Beach City College*
 13. Logistics, *Long Beach City College*
 14. Welding, *Long Beach City College*
 15. Office Technology and Computer Applications, *Long Beach City College*
 16. Electrical Technology, *Long Beach City College*
 17. Animal Science Fundamentals, *Los Angeles Pierce College*
 18. Heating, Ventilation, and Air Conditioning (HVAC) Technician, *Los Angeles Trade-Tech College*
 19. Applied Photography, *Rio Hondo College*
 20. Child Development Specialization: Infant/Toddler, *Rio Hondo College*
 21. Child Development Specialization: Language and Literacy, *Rio Hondo College*
 22. Child Development Specialization: Special Education, *Rio Hondo College*
 23. Construction Management, *Rio Hondo College*
 24. Accounting for Government and Nonprofit, *Rio Hondo College*
 25. Tesla Student Automotive Technician, *Rio Hondo College*
 26. Cloud Computing, *Santa Monica College*
 27. Architecture-AS_CoA, *West Los Angeles College*
- b. **Substantial Changes**
 - i. [Advanced Transportation Technology-AS](#), *Long Beach City College*
 - ii. [Graphic Design: Level I-CoA](#), *Mt. San Antonio College*

V. Action Items

Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate Chair, LAOCRC

- a. **Program Recommendation** ; Motion: Tom Vessella, Los Angeles Pierce College; Second: Marla Uliana, Los Angeles Mission College; **APPROVED**
 1. [Costume Technology-CoA](#), *Los Angeles Trade-Technical College*
 2. [Advanced Arc Welding-CoA](#), *Long Beach City College*
 3. [Automotive Engine and Transmission Service-CoA](#), *Long Beach City College*
 4. [Automotive Engine Performance Service-CoA](#), *Long Beach City College*
 5. [Automotive Service-CoA](#), *Long Beach City College*
 6. [Automotive Technology- AS CoA](#), *Long Beach City College*
 7. [Construction Technology-AS CoA](#), *Long Beach City College*
 8. [Engineering Automation Technology-CoA](#), *Long Beach City College*
 9. [Engineering Technology-AS CoA](#), *Long Beach City College*
 10. [Home Remodeling-CoA](#), *Long Beach City College*
 11. [Shielded Metal Arc Welding \(SMAW\)-CoA](#), *Long Beach City College*
 12. [Baking and Pastry Certificate-CoA](#), *Mt. San Antonio College*
 13. [Baking and Pastry-AS](#), *Mt. San Antonio College*
 14. [Advanced Culinary Certificate-CoA](#), *Mt. San Antonio College*
 15. [Nutrition-CoA](#), *Mt. San Antonio College*
 16. [Early Intervention and Inclusion-CoA](#), *Mt. San Antonio College*
 17. [Child Development Specialization: Special Education-CoA](#), *Rio Hondo College*
 18. [Child Development Specialization: Infant/Toddler-CoA](#), *Rio Hondo College*
 19. [Child Development Specialization: Language & Literacy-CoA](#), *Rio Hondo College*
 20. [Real Estate Salesperson-CoA](#), *West Los Angeles College*
 21. [Real Estate Appraiser I-CoA](#), *West Los Angeles College*

b. Re-institution of Compton College Programs

i. Motion moved by Tom Vessella, Los Angeles Pierce College: To approve the updated Compton College Program list provided today, September 20, 2018.

1. **Second:** Von Lawson, Santiago Canyon College; Motion APPROVED unanimously

A.S. Degree Option	Certificate Program Area	Certificate of Achievement	Certificate of Accomplishment
Administration of Justice	Administration of Justice	x	
Air Conditioning and Refrigeration	Air Conditioning	x	
	Air Conditioning & Refrigeration Electric Controls	x	
	Heating, Ventilation and Air Conditioning	x	
	Refrigeration	x	
Automotive Collision Repair/Painting	Automotive Collision Repair/Painting I	x	
	Automotive Collision Repair/Painting II	x	
	Automotive Accident Reconstruction		x
	Automotive Collision Investigation		x
Automotive Technology	Automotive Brakes/Suspension		
	Transmission/Drive Train Technician	x	
	Automotive Engine Rebuilding/Repair Technician	x	
	Automotive Technician I	x	
	Automotive Technician II	x	
	Automotive Tune-Up Technician	x	
	Automotive Air Conditioning Technician		x
	Automotive Brakes and Suspension Technician		x
	Automotive Engine Rebuilding and Repair Technician		x
	Automotive Transmission and Drive Train Technician		x
Business	Business Management	x	
	Marketing	x	
	Retail Management	x	
Child Development (AA)	Early Childhood Education	x	
	Early Intervention Assistant	x	
	Special Education Assistant	x	
Computer Information Systems	Computer Systems Application	x	
Cosmetology	Cosmetology Level I		x
	Cosmetology Level II	x	
Electronics and Computer Hardwared Technology	Computer Technology	x	
	Electronics Technology	x	
	Computer Hardware Electronics Technology	x	
	Electronics Engineering Technician	x	
	CompTIA Computer Hardware Technician		x
	Computer Hardware Technology		x
	Electronics Technician		x
Robotics		x	
Engineering Technology	Engineering Technician	x	
	Engineering Technology	x	
Fire Technology	Fire and Emergency Technology	x	
	Fire Academy	x	
Machine Tool Technology	CNC Machine Operator	x	
	Machinist	x	
	Numerical Control Programmer	x	
Music	Commercial Music	x	
Real Estate	Real Estate	x	
	Mortgage Loan Brokerage	x	
	Appraisal	x	
Sign Language	Sign Language/Intepreter Training	x	
Transfer Studies	CSU General Education Breadth	x	
	Intersegmental General Education Transfer Curriculum (IGETC)	x	
	Welding	x	
Welding	Gas Tungsten Arc Welding (GTAW) Ferrous and NonFerrous		x
	Semi-Automatic Welding		x
	Shielded Metal Arc Welding (SMAW) Structural Steel		x
	Structural Steel Fabrication		x

Major	Option	AA-T	AS-T	A.A	A.S
Administration of Justice for Transfer			x	x	
Air Conditioning & Refrigeration					x
Automotive Collision Repair/Painting					x
Automotive Technology					x
Business Administration for Transfer			x		
Business					
	Business Administration				x
	Business Management				x
	Business Marketing				x
Child Development				x	
Early Childhood Education for Transfer			x		
Communication Studies for Transfer		x			
Cosmetology					x
Machine Tool Technology					x
	Machinist				x
	Numerical Control Programmer				x
Manufacturing Technology					x
Music, Commerical Music				x	
Nursing					x
Pre-Engineering					x
Pre-Nursing					x
Welding					x

VI. Update, Discussion, and/or Action Items

a. Cloud Computing Regional Curriculum Pre-Approval

- i. Dr. Patricia Ramos, Santa Monica College Voting Member, is working on a “Pre-Approved” Program Application for Cloud Computing, which is a Strong Workforce Regional Project initiative.
 - 1. It is similar to the BIW and ITTP model, therefore, you do not need to submit a Program Data Request (LMI Request)
 - 2. Step one of the Program Recommendation Process will be skipped and you only need to submit the Pre-Approved Program Application to the consortium
 - a. It will be listed in the consent agenda for that month under “Informational Items”
- ii. In order for the colleges to participate, they must offer the four core courses
 - 1. Colleges may customize their program by adding additional courses
- iii. **Motion moved** by Dr. Marcia Wilson to make Cloud Computing a Pre-Approved program
 - 1. **First:** Tom Vessella, Los Angeles Pierce College; **Second:** Jennifer Galbraith, Mt. San Antonio; **APPROVED**

b. Regional CTE site Updates

- i. www.regionalcte.org/updates
 - 1. Added "Archive" and "Informational" statuses for programs that do not need regional recommendation.
 - 2. Improved user dashboard design.
 - 3. Added new questions to the program submission form.
 - 4. Reorganized program submission form and reworded questions in order to match CCCC program submission website.
 - 5. Added advanced editing fields in program submission form.
 - 6. Added voting feature.
 - 7. Super users can designate voting members and alternate voting members who can vote on individual program submissions.
 - 8. Super users can certify votes or clear votes.
 - 9. Updated icons throughout website.
 - 10. Optimized stylesheet.

c. Chancellor’s Office LMI Request

- i. Dr. Chamorro explained that Fullerton College is receiving a request from their Curriculum Office that they must submit new LMI for existing program that were previously held up at the Chancellor’s Office

1. Dr. Chamorro asked Fullerton College to share the name of the person from the Chancellor's Office who contacted their Curriculum Office; once the name is given Dr. Chamorro will work with Jacki Escajeda, from the Chancellor's Office, to find a solution or see how the consortium can streamline the process
 2. Santa Ana College has also received the same request from their Curriculum Office
 - a. Data was lost for programs as far as 2004 during the conversion of systems
 3. LAOCRC will contact the two colleges mentioned above to assist in the process
- d. LAOCRC Collaborative Meeting Content Survey Sample**
- i. LAOCRC will create a survey with different topics for the LAOCRC Collaborative Meeting
 1. Please send any topics you might have in mind or any feedback to Maria Madrigal at your earliest convenience get
 2. These topics will be the focus presentation/workshop during the collaborative meeting
 3. The consortium will create a calendar and it will be shared with the region once the results are received
- e. College Profile Forms**
- i. Maria Madrigal will send the Voting Members and Alternates the College Profiles (word version); please update the College Profile and send back to Maria Madrigal (madrigal_maria@rscdd.edu) or Marbella Ruiz (ruiz_marbella@rscdd.edu)
- f. Dr. Chamorro welcomes** Marbella Ruiz, OC Interim Administrative Secretary, to the consortium; Jesse Crete, OC Center of Excellence, Director; and Jacob Poore, Regional Research Analyst
- i. The consortium is in the hiring process for the Los Angeles Administrative Secretary
 1. Please share the following link:
https://rscdd.igreentree.com/CSS_Classified/CSSPage_JobDetail.ASP?T=20180925110220&
- g. Survey from the Governance Council Update**
- i. Dr. Wilson posted a few questions on behalf of one of the DRA members in regards to the Governance Structure Survey that recently went out to all the Deans/Voting Members, Presidents, and VPs of Instruction/EWD; the questions are the following:
 1. What happens after the result of that survey?
 2. Will the results of the survey be shared with the CRLC?
 3. Can the CRLC give additional feedback regarding the results?
 - ii. Dr. Davis responded to the questions listed above:
 1. The survey closed yesterday, September 19, 2018
 2. Dr. Maloney at El Camino College has been commissioned along with Dr. Viar from Glendale CCD, Dr. Marshall from NOCCD, and Dr. Fierro from Cerritos CCD to work on the survey questions and the plan for the evaluation
 3. The goal is to have all the results compiled by October 10th
 4. There has been a question from the field whether the Voting Members would have an opportunity to contribute once the results are compiled to help inform whether there will be a decision to change the Governance structure or keep as is
 5. There was concerns from some Chancellors, Presidents, and VPIs in regards to the discussion of Program Recommendation and others wanted to know the role of the multi-college Presidents that are not part of the Governance Council, which includes all District leaders only
 6. Dr. Davis crafted a message from the field and sent it to the Governance Council asking if the Voting Members will have an opportunity to contribute further input once the results are discussed
 7. The next Governance Council meeting will be on November 1st and the results of the survey will be discussed and Dr. Davis will keep the Voting Members informed on next steps

- h. Tom Vessella, Voting Member, Los Angeles Pierce College, shared that Pierce is currently 1 of 3 colleges, in the state, participating with an online program
 - i. LA Mission College is working in moving forward a Cybersecurity Certificate and collaborating with other colleges who offer parts of this certificate and they are still working on details such as Financial Aid, where the student is in residence and how the degree is awarded
 - ii. This certificate will have to go through Program Approval and Mr. Vessella is asking how will the process be in the consortium since this is a unique situation that the consortium has not dealt with this before since it is something new
 - 1. Mr. Vessella shared that the Chancellor's Office has granted "Pre-Approval" to streamline a faster Program Approval Process at the Chancellor's Office
 - 2. Mr. Vessella would like to open this topic for questions, concerns, and/or comments on how he could submit the Cybersecurity Certificate through LAOCRC, that has been "Pre-Approved" by the Chancellor's Office, and ultimately obtain approval from the region
 - a. Will this certificate be listed on a different section since it is Pre-Approved by the Chancellor's Office?
 - b. This certificate will be submitted in the next couple of months
 - 3. Mr. Vessella is asking if we can add this item in the next month's agenda for discussion
 - a. Dr. Wilson requests to add this topic on the October CRLC Business meeting agenda to further discuss this topic
 - i. She also mentioned that this does bring different issues because it talks about a different model on how LAOCRC processes program applications
 - 1. This will be true regionalization; people will be able to take a course from a college different from their current residency college to meet requirements
 - a. Dr. Wilson mentions that this will have ramifications for everyone when it comes to enrollments, completion, and funding, therefore, a discussion does need to happen
 - i. Dr. Jones mentions that the colleges need to be talking to their faculty and ensure everyone is align so that when this comes up everyone is ready to "jump in"
 - ii. Dr. Jones believes that if this certificate is "Pre-Approved" for one college it should be "Pre-Approved" for all colleges
- i. Congratulations to Ms. Madelyn Arballo who was recently promoted to Assistant VP for Non-Credit (please note she still serves as the Alternate Voting Member for Mt. San Antonio College)
- j. Congratulations to Ms. Merry Kim who is the new Associate Dean of CTE at Coastline Community College

VII. Updates

- a. Districts
 - i. Cerritos
 - ii. Citrus
 - iii. Coastline
 - 1. Congratulations to Cypress College and Long Beach City College that have been designated the Center of Academic Excellence Certification by Homeland Security
 - iv. Compton

v. Cypress

- vi. East Los Angeles
- vii. El Camino
- viii. Fullerton
- ix. Glendale
- x. Golden West
- xi. Irvine Valley
- xii. Long Beach
- xiii. Los Angeles City
- xiv. Los Angeles Harbor
 - 1. Priscilla Lopez is the new Voting Member and Sandra Sanchez will now be the Alternate
- xv. Los Angeles Mission
 - 1. Mission is currently hiring for the Dean of Academic Affairs and the position closes on September 27, 2018. If interested please contact Ms. Marla Uliana (ulianamr@lamission.edu)
- xvi. Los Angeles Pierce
- xvii. Los Angeles Southwest
- xviii. Los Angeles Trade-Technical
 - 1. Welcome to Ann Hamilton, Dean of Academic Affairs
- xix. Los Angeles Valley
- xx. Mt. SAC
- xxi. Orange Coast
- xxii. Pasadena City
- xxiii. Rio Hondo

- xxiv. Saddleback
 - 1. Congratulation to Saddleback College that is celebrating their 50th Anniversary
 - 2. Welcome to Tram Vo-Kumamoto, VP of Instruction, Saddleback College
- xxv. Santa Ana
- xxvi. Santa Monica
- xxvii. Santiago Canyon
- xxviii. West Los Angeles

b. Other

VIII. Adjourn

- a. **Motion:** Von Lawson, Santiago Canyon College; **Second:** Tom Vessella, Los Angeles Pierce College; **APPROVED**

The next CRLC Meeting will a Zoom Webinar on October 18, 2018 from 8:30 A.M. – 9:30 A.M.

WIFI Password: RSCCD2018