

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

### Approved Minutes: June 20, 2019

Sheraton Cerritos, 12725 Center Court Dr. S, Cerritos, California 90703

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

#### Voting Members present:

- Nick Real, Cerritos College
- Michael Wangler, Citrus College
- Nancy Jones, Coastline Community College
- Kathleen Reiland, Cypress College
- Kendra Madrid, East Los Angeles College
- Virginia Rapp, El Camino College
- Douglas Benoit, Fullerton College
- Freddy Saucedo (Alternate), Glendale Community College
- Christopher Whiteside, Golden West College
- Debbie Vanschoelandt, Irvine Valley College
- Anthony Pagan (Alternate), Long Beach City College
- Armando Rivera-Figueroa, Los Angeles City College
- Priscilla Lopez, Los Angeles Harbor College
- Marla Uliana, Los Angeles Mission College
- Tom Vessella, Los Angeles Pierce College
- Lisa Lewenberg (Alternate), Los Angeles Southwest College
- Jennifer Galbraith, Mt. San Antonio College
- Julie Kiotas (Alternate), Pasadena City College
- Mike Slavich, Rio Hondo College
- Anthony Teng, Saddleback College
- Kimberly Mathews (Alternate), Santa Ana College
- Patricia Ramos, Santa Monica College
- Elizabeth Arteaga, Santiago Canyon College

#### Voting Members absent:

- Rodney Murray, Compton College
- Marcia Wilson, Los Angeles Trade-Tech College
- Laurie Nalepa, Los Angeles Valley College
- Lisa Knuppel, Orange Coast College
- Carmen Dones, West Los Angeles College

I. Meeting called to order 8:39 a.m. by Mike Slavich, CRCL Vice-Chair and Dean, CTE Associate Vice-Chair, LAOCRC

II. Roll Call by Lupe Aramburo, LAOCRC Administrative Secretary

III. Minutes from May 16, 2016 CRLC Business Meeting were approved and recommended unanimously

α. Motion: Jennifer Galbraith, Mt. San Antonio College; Second: Anthony Teng, Saddleback College

IV. Informational Items

*Mike Slavich, CRLC Vice-Chair and Dean, CTE  
Associate Vice-Chair, LAOCRC*



**a. Program Data Requests**

Program Title	Top Code	College
1. Commercial Music	1005	Cypress College
2. Computer Aided Design Certificate	0924	Cypress College
3. Other Fine and Applied Arts	1099	East Los Angeles College
4. Health Sciences Certificate/Health Occupations, General	1201	East Los Angeles College
5. Small Business Bookkeeping Certificate	0502	Fullerton College
6. Payroll Accounting Certificate	0502	Fullerton College
7. Individual Taxation Certificate	0502	Fullerton College
8. Financial Accounting Certificate	0502	Fullerton College
9. Entry-Level Accounting Certificate	0502	Fullerton College
10. Sales Skills Certificate in Real Estate	0511	Fullerton College
11. Nutrition and Foods Certificate	1306	Fullerton College
12. Business Data Analytics Certificate	0506	Fullerton College
13. Construction Estimating Skills Certificate	0952	Fullerton College
14. Automotive Manual Drive Train Specialist Certificate	0948	Fullerton College
15. Cost Accounting Certificate	0502	Fullerton College
16. Advanced Bookkeeping Certificate	0502	Fullerton College
17. Business Economics Certificate	0506	Fullerton College
18. Automotive Light Repair Specialist Certificate	0948	Fullerton College
19. Public Safety Dispatcher	2105	Golden West College
20. Digital Interior Design	1302	Los Angeles Mission College
21. CIS Professional Certificate in Microcomputer Productivity Software	0702.10	Mt. San Antonio College
22. Microcomputer Productivity Software	0702.10	Mt. San Antonio College
23. Kinesiology, Health & Athletics	N/A	Pasadena City College
24. Tax and Payroll	0502.10	Rio Hondo College
25. Administration of Justice	2105	Rio Hondo College
26. Cybersecurity	0708	Santa Ana College
27. Graphic Arts	0614	Santa Ana College
28. PC Maintenance and Troubleshooting	0708	Santa Ana College
29. Networking	0708	Santa Ana College
30. Help Desk	0708	Santa Ana College
31. Nature-Based Pedagogy Certificate	1305	Santa Monica College
32. Energy Efficiency Specialist	0946.10	Santa Monica College
33. Design I – (Interior Architectural Design 1)	1302	Santa Monica College
34. Digital Media Foundation	0614	Santa Monica College
35. Interior Arch Computer Apps	1302.00; 0953.10	Santa Monica College
36. Interior Arch Design	1302	Santa Monica College
37. Digital Audio Post – Production	0614	Santa Monica College
38. Digital Video Post – Production	0614	Santa Monica College
39. Set Design and Direction for Film and Television	1302	Santa Monica College

**V. Modified Programs**

**1. Digital Media, Santa Monica College**

LAOCCRC 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  
 Karen Childers, LA Director

Revised: 5/3/2019



- a. Dr. Ramos mentioned that some of the programs, which were originally locally approved, were submitted as substantial changes for conversion into certificates of achievement; however, they were considered new programs. She announced that if anyone is converting previously locally approved programs, to know that they will be considered new programs

**VI. Action Items**

*Mike Slavich, CRLC Vice-Chair and Dean, CTE  
 Associate Vice-Chair, LAOCRC*

- a. **Program Recommendation; Motion:** Doug Benoit, Fullerton College; **Second:** Dr. Patricia Ramos, Santa Monica College; **Recommended unanimously**  
 Abstain: none  
 Oppose: none

1. [Child Development Core Plus](#), Cerritos College
2. [Child Development Core](#), Cerritos College
3. [Clean Energy and Vehicle Electrification](#), Citrus College
4. [Community Health Worker](#), Cypress College
5. [Psychiatric Technician Aid](#), Cypress College
  - LMI request originally submitted as Certified Nurse Assistant
6. [Digital Marketing Certificate](#), Fullerton College
7. [Spanish Language Media Certificate](#), Fullerton College
8. [Associate In Science \(A.S.\) – Biotechnology](#), Los Angeles Harbor College
9. [Biotechnology Lab Assistant](#), Los Angeles Harbor College
10. [Biotechnology Research Lab Assistant](#), Los Angeles Harbor College
11. [LAPD/LASC Partnership Certificate](#), Los Angeles Southwest College
12. [Industrial Applied Science – Core Competencies](#), Los Angeles Trade-Technical College
13. [Child Development Level I](#), Mt. San Antonio College
14. [CIS Professional Certificate in Android Programming](#), Mt. San Antonio College
15. [CIS Professional Certificate in Excel and Access](#), Mt. San Antonio College
16. [CIS Professional Certificate in Information and Operating Systems Security](#), Mt. San Antonio College
17. [CIS Professional Certificate in Introduction to Computer Information Technology](#), Mt. San Antonio College
18. [CIS Professional Certificate in IOS Programming](#), Mt. San Antonio College
19. [CIS Professional Certificate in Java Programming](#), Mt. San Antonio College
20. [CIS Professional Certificate In Linux](#), Mt. San Antonio College
21. [CIS Professional Certificate in Network Security](#), Mt. San Antonio College
22. [CIS Professional Certificate in Networking](#), Mt. San Antonio College
23. [CIS Professional Certificate in Object-Oriented Design & Programming](#), Mt. San Antonio College
24. [CIS Professional Certificate in SQL](#), Mt. San Antonio College
25. [CIS Professional Certificate in Telecommunications](#), Mt. San Antonio College
26. [CIS Professional Certificate in Web Programming](#), Mt. San Antonio College
27. [CIS Professional Certificate in Windows Operating System Administration](#), Mt. San Antonio College
28. [Animation](#), Orange Coast College
29. [Media Arts and Creative Entertainment Certificate of Achievement](#), Orange Coast College
30. [Finance Certificate of Achievement](#), Rio Hondo College
31. [Income Tax And Payroll Certificate Of Achievement](#), Rio Hondo College

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32. [Medical Scribe](#), Saddleback College
33. [Clinical Laboratory Assistant and Phlebotomy](#), Saddleback College
34. [Digital Production And Design – \(Interior Architectural Computer Applications\)](#), Santa Monica College

**b. Pre-Approved**

1. [Cloud Computing](#), LA Valley College

**c. Special Consideration Item for Recommendation; Motion:** Kendra Madrid, East Los Angeles College; **Second:** Virginia Rapp, El Camino College; **Approved unanimously**

Abstain: none

Oppose: none

1. [Networking Certificate](#), Santa Monica College
  - a. Dr. Ramos confirmed there were no questions about the programs
    - o The challenges in requesting LMI were discussed, due to faculty having the ability to request program data for purposes of inquiring in these programs; however, sometimes occupational LMI is requested, but the program will be submitted under a slightly different name
    - o It was added that the LAOCRC is viewing these programs and assuming they are not the same as the LMI requested; moreover, suggesting that instructions are sent, stating that the program names submitted need to be exactly the same as those that requested LMI
  - b. Ms. Maria Madrigal clarified that this specific program, “Networking Certificate” is listed as a special consideration due to a different scenario. This program was previously submitted under a substantial change; however, it was to be listed as a new program
  - c. In addition, Ms. Marla Uliana stated that she recalled having the conversation, regarding the process of making changes to the program names
    - o It was mentioned that as long as the program remained the same, just a request notating the program name change should be submitted
  - d. Ms. Maria Madrigal confirmed Ms. Marla Uliana’s statement, and added that the notations are being made and these programs are progressing

**VII. Update, Discussion, and/or Action Items**

*Mike Slavich, CRLC Vice-Chair and Dean, CTE  
 Associate Vice-Chair, LAOCRC*

- a. DRA vacated seat by Von Lawson
  1. Mr. Christopher Whiteside was nominated.
    - **Motion:** Anthony Teng; **Second:** Nancy Jones; **motion approved**
- b. DRA presence at the Governance Council meetings
  1. Dr. Gustavo Chamorro began with a previous discussion regarding the members of the DRA representing the group of voting members at the quarterly Governance Council Meetings
    - Mrs. Karen Childers stated that this item for discussion was brought to her attention by Dr. Marcia Wilson
  2. Mr. Mike Slavich added that Dr. Adriene Davis sent out an email requesting information on the programs that are being submitted.
    - The information will be forwarded to the Governance Council
  3. There is a concern that according to the bylaws and the original structure, the DRA should have been attending Governance Council Meetings

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- It was suggested to discuss the topic with Dr. Adriene Davis present, in the September business meeting
  - 4. The initial intent was to have the members of the DRA work closely with the Executive Director, Dr. Adriene Davis, as well as communicating with the CEO members of the Governance Council
    - Further, Dr. Patricia Ramos added that during May's LA Collaborative Meeting, there was a discussion regarding some CEO's not being aware of what was on the agendas, nor receiving any updates concerning to the quarterly meetings
    - It was discussed that as a group, a recommendation can be made if the group is in agreement that having the DRA present in the quarterly meetings is the consensus
    - Moreover, the group suggested to have a member of the DRA from the OC and another from the LA sub-regions attend these meetings to provide the voting members with updates
  - 5. The group of voting members were asked to reach a consensus with having representation from the DRA members in the Governance Council Quarterly Meetings
    - It was recommended to follow the bylaws vs. reaching a consensus on a matter that should have been implemented
    - Dr. Patricia Ramos indicated the bylaws may not necessarily state exactly that the DRA is to attend every Governance Council Meeting; however, the design was made for the interfacing between the DRA and the executive committee
    - To clarify the discussion, Mrs. Maria Madrigal pulled up the bylaws for review
    - After further review, Dr. Gustavo Chamorro mentioned there was a survey with two Governance Council Members included who reviewed them
      - The feedback included DRA and president's participation, considering that there are currently 18 college presidents, that are not at the table during the Governance Council Meetings
      - There is conversation about revising the structure so that there is a voice for the DRA and college presidents; however, in the meantime, a recommendation can be made to make sure there is participation at the quarterly meetings
    - Dr. Gustavo Chamorro suggested to continue the conversation with Dr. Adriene Davis
  - 6. **Motion** to have two members of the DRA attend the Governance Council Meetings (one from OC and another from LA)
    - **Motion** moved by Jennifer Galbraith, Mt. San Antonio College; **Second:** Priscilla Lopez, Los Angeles Harbor College; **motion approved**
- c. **CRLC Business Meeting 19/20 Calendar Approval; Motion:** Kathleen Reiland, Cypress College; **Second:** Kendra Madrid, East Los Angeles College; **Approved unanimously**
- Abstain: none  
Oppose: none
1. Mr. Mike Slavich introduced the topic of the 19/20 Business Meeting Calendar for review and approval
  2. Remove the submission deadline from the month of August.

## VIII. Updates

*Mike Slavich, CRLC Vice-Chair and Dean, CTE  
Associate Vice-Chair, LAOCRC*

- a. Districts
  - i. Cerritos



- ii. Citrus
- iii. Coastline
- iv. Compton
  - Compton is officially Compton College as of June 2<sup>nd</sup>, 2019.
  - Dr. Rodney Murray is retired
- v. Cypress
- vi. East Los Angeles
- vii. El Camino
  - As of June 7<sup>th</sup>, 2019 El Camino is a single college district
- viii. Fullerton
  - Doug Benoit mentioned his last day with the LAOC region and starting new position at The College of the Desert on July 1<sup>st</sup>, 2019. Carlos, the Institutional Research Manager at Fullerton will be changing to the CTE Deans position, and Maka Merchan will be working with them on all regional projects
- ix. Glendale
- x. Golden West
- xi. Irvine Valley
- xii. Long Beach
- xiii. Los Angeles City
- xiv. Los Angeles Harbor
- xv. Los Angeles Mission
  - Announced that the STEM Dean position has been placed on hold for budget purposes
- xvi. Los Angeles Pierce
  - Introduced the new Associate Dean of Strong Workforce, Mon
- xvii. Los Angeles Southwest
- xviii. Los Angeles Trade-Technical
- xix. Los Angeles Valley
- xx. Mt. SAC
  - During the search for a VPI, the board recommended the hiring of Richard Mahong
- xxi. Orange Coast
- xxii. Pasadena City
- xxiii. Rio Hondo
  - Projects are progressing:
    - Teach programs – Preparing all students to come out to be teachers
      - There was a convening on May 17<sup>th</sup>, 2019. They have online early orientation programs for students, online professional development that CTE faculty can take advantage of, and a two year teacher induction program. They also work with CBEST closely, to get their CTE credentials. There was 23 students from CBEST go through the program on they are on the path to a great future.
      - They had a regional convening with the Pathway Specialist, one of their premiere programs that is doing very well. Everyone at the meeting was sharing outcomes. Margaret will make sure everyone at the CRLC is invited to these regional project committees.
      - ELAC has a noncredit bridge program with dual enrollment, in case there is anyone interested in tapping in to that middle school market, this is a great way that they have a model for.
      - LA Southwest, who had Margaret do their data tracking, were able to show the number of articulations, for which 43% of students joined their premiere program.



- Rio Hondo College reinvented their articulation website, it is fully functional, parents and students can go there for answers. It is something new that was created with Strong Workforce funding.
- Netlab – They are currently working on budget modifications. They have \$173 worth of cost savings from the negotiated contract with Coastline. Coastline is currently working with Rio Hondo’s partners to distribute that. Please be patient with the process of distribution.
  - Rio Hondo is working on their employer engagement thesis for the next convening, July 12<sup>th</sup>, 2019. All of CRLC is on the list and should have the save-the-date.
- ECU – They are also looking at some budget modifications with this project. CRLC is responsible for these budgets. When faculty requests more funding, it circles back around to tap into all the deans to make sure it’s approved. If interested, Bruce and Derick, the project manager for this project, will be reaching out for you.
- Events:
  - Save the date for the teacher prep program on September 27<sup>th</sup>, 2019 at Rio Hondo College.
  - Statewide Convening in Sacramento, CA on August 15-16, 2019.

**xxiv.** Saddleback

**xxv.** Santa Ana

- On June 7<sup>th</sup>, 2019 the first cohort of 23 student in the occupational studies program graduated.

**xxvi.** Santa Monica

- The McKenzie Report, the strategy piece for the local LA strategy innovation marketing, will be released and available for everyone in attendance to share with their VPs – handed a booklet.

**xxvii.** Santiago Canyon

**xxviii.** West Los Angeles

- Going through an audit. An email has been sent out as there are new items to look out for.
- Graduated second bachelors class with 57 students

**b. Other**

**X. Adjourn**

- a. Motion: Virginia Rapp, El Camino College; Second: ; Motion Carries unanimously**

The next CRLC Meeting will be at Sheraton Cerritos on September 19, 2019 from 8:30 A.M. - 9:45 A.M.

