

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

### APPROVED Minutes: May 18<sup>th</sup>, 2017

Sheraton Cerritos- 12725 Towne Center Dr., Cerritos, CA 90703

#### Voting Members present:

- Nick Real, Cerritos CCD
- Marti DeYoung, Citrus CCD
- Jim Lancaster, Citrus CCD
- Lisa Knuppel, Coast CCD
- Nancy Jones, Coast CCD
- Abiodun Osanyinpeju, Compton CCD
- Virginia Rapp, El Camino CCD
- Jan Swinton, Glendale CCD
- Melissa Infusino, Long Beach City CCD
- Mollie Smith, Long Beach City CCD
- Alex A. Davis, Los Angeles CCD
- Madelyn Arballo, Mt. San Antonio CCD
- Jemma Blake-Judd, Mt. San Antonio CCD
- Douglas Benoit, North Orange County CCD
- Rocco Cifone, Pasadena Area CCD
- Barbara Freund, Pasadena CCD
- Bart Hoffman, Rancho Santiago CCD
- Von Lawson, Rancho Santiago CCD
- Bruce Noble, Rio Hondo CCD
- Frank Dawson, Santa Monica CCD
- Patricia Ramos, Santa Monica CCD
- Corine Doughty, South Orange County CCD
- Anthony Teng, South Orange County CCD

#### Voting Members absent:

- Rick Miranda, Cerritos CCD
- Rodney Murray, Compton CCD
- Michael Ritterbrown, Glendale CCD
- Randal Davis, El Camino CCD
- Monte Perez, Los Angeles CCD
- Steve Donley, North Orange County CCD
- Mike Slavich, Rio Hondo CCD

- I. **Meeting called to order at 8:30 a.m. by Jim Lancaster, Program Approval Lead; Interim Chair CRLC**
- II. **Voting Member Roll Call- Maria Madrigal, LAOCRC Administrative Secretary**
- III. **[Minutes from April 20<sup>th</sup>, 2017 CRLC Meeting](#) were APPROVED as submitted**
- IV. **Information/ Presentations & Discussion (~40 min)**
  - a. **District Profiles** (information needed)
    - i. Please click on the link above and download the word document to review, make any corrections, and/or additions. Submit updated College or District Profile electronically to [madrigal\\_maria@rscsd.edu](mailto:madrigal_maria@rscsd.edu) or in person at the **June 15<sup>th</sup>** LAOCRC meeting in Sheraton Cerritos.
  - b. June agenda action items
    - i. Elect CRLC chair and vice chair
      1. A new CRLC Chair and Vice Chair need to be elected for the upcoming fiscal year. If you are interested in any of the positions please contact Jim Lancaster at [innovatecte@gmail.com](mailto:innovatecte@gmail.com).
    - ii. Calendar approval
      1. We are creating the new CRLC/LAOCRC Calendar for the upcoming fiscal year 17/18. It will be shared on the next June15th meeting.

iii. Bylaws

1. The CEO's have not met to discuss the CRLC recommended bylaws.
  - a. The CEO Executive Committee will meet June 9<sup>th</sup>. Tony Teng will contact the CEO Executive Committee meeting coordinators to make sure they include the bylaws in their agenda.
- c. Review New Program Recommendation Process
  - i. **Flowchart (New), COE intake, Application Elements**
    1. **COE Intake:**
      - a. Link is active for LMI requests.
        - i. Please click [HERE](#) to submit new LMI requests
          1. You may also find it on the LAOCRC website under COE tab
            - a. Please click [HERE](#) to view
        - ii. There is a six week turnaround when requesting LMI data for emerging occupations and a two week turnaround for occupations with a well aligned SOC code.
    2. **Flow chart:**
      - a. Jim presented the new Program Recommendation Flow Chart
      - b. May was the last round of NOIs. The June CRLC meeting will approve/recommend the last round of programs under the current process and that submitted a NOI. Please begin submitting LMI requests using the new Program Recommendation process. Notices will be sent out to CRLC members once the LMI request is submitted to the COE.
      - c. In September the new Program Recommendation process should be in place and programs will come through for recommendation. Programs can only be placed on the CRLC agenda by a CRLC member.
    3. **Application Elements:**
      - a. A copy of the application elements was distributed. These forms will be used for the September 2017 meeting.
  - ii. Transition
    1. June 2017 NOIs
    2. Note: a copy of the [May 1, 2017 CCCCO Streamlining Curricular Processes in the California Community College System Whitepaper](#) and accompanying [memo](#) is posted to the LAOCRC website.
      - a. The final CCCCO *Streamlining Curricular Processes in the California Community College System* will be available July 2017.

V. **Reports (Those with \* are expected to report) (~30 min)**

- a. Los Angeles Director\*
  - i. Congratulations to Nick Real new role as the CCCAOE Vice President for the Los Angeles and Orange County Region.
  - ii. Two SWP Conference calls took place for LA Region.
  - iii. Creating a calendar for SWP Round 2: Project submission and approval
- b. Orange County Director\*
  - i. LAOCRC hosted a More and Better CTE forum at Coastline Community College in Garden Grove
    1. There were 40 attendees; mostly faculty
    2. Topics: SWP, key talent, Sector Navigators, Launch Board
  - ii. Round 1: SWP projects are getting started over the summer
  - iii. Round 2: OC will convene briefly after the collaborative meeting today
- c. Dean Resource Associate Chair

- i. Tony requested to be on the agenda for the CEO executive meeting and present the bylaws
- d. Strong Workforce Director
- e. Fiscal Agent
  - i. Janeth
    1. 8 Master Agreements have been executed from a total of 32
    2. After the agreements have been executed it takes about 1-2 weeks for purchase order to be created
  - ii. Regional SWP Round 2 due : March 2018
  - iii. Local SWP Round 2 due: June 2018
    1. Local share template will change slightly
- f. Districts
  - i. Cerritos
  - ii. Citrus
  - iii. Coast
    1. WASTC will be hosting two NetLabs trainings: One in Coastline Community College ( Garden Grove) and the other up north
  - iv. Compton
  - v. El Camino
    1. There is a concern in regards to the surveys that are sent to graduates because many are not completed or returned. El Camino College is working in having faculty hand the student the survey prior to graduation to ensure the survey is completed and data is tracked.
    2. Replacing mail to text messaging
  - vi. Glendale
  - vii. Long Beach
  - viii. Los Angeles
    1. On May 24<sup>th</sup> Los Angeles Southwest College will be hosting a LinkedIn workshop where students will be able to obtain a Digital Badge
  - ix. Mt. SAC
  - x. North Orange
  - xi. Pasadena
  - xii. Rancho Santiago
  - xiii. Rio Hondo
  - xiv. Santa Monica
  - xv. South Orange
- g. Center of Excellence Director
- h. Program Recommendation Lead\*
  - i. Preapproved programs
    1. None
- i. Ad-hoc Committees

## VI. Action Items

- a. **Consent**
  - i. **Program Notices of Intent/Announcement**
    1. Community Health Worker, *East Los Angeles College*
    2. Healthcare Interpreter, *East Los Angeles College*
      - a. Removing: *Mt. San Antonio College*
    3. Phlebotomy Technician I, *East Los Angeles College*

- a. Additional Colleges with similar programs: *Los Angeles Southwest College, Rio Hondo College and Santa Ana College*
4. Cyber Security, *El Camino College\**
  - a. Additional Colleges with similar programs: *Coastline Community College, Fullerton College, Irvine Valley College, Los Angeles City College, Los Angeles Southwest College, Mt. San Antonio College, Pasadena City College, Rio Hondo College, Santa Ana College and Santa Monica College*
5. Entertainment Arts, *Fullerton College*
  - a. Additional Colleges with similar programs: *All colleges except Citrus College*
6. Costume Production and Wardrobe Technician Certificate, *Golden West College*
  - a. Additional Colleges with similar programs: *Los Angeles Mission College, Los Angeles Trade Technical College, Saddleback College and Santa Monica College*
7. Live Entertainment Technician, *Irvine Valley College*
8. Real Estate-AS\_CoA, *Irvine Valley College*
  - a. Additional Colleges with similar programs: *Citrus College and El Camino College*
9. Stage Manager, *Irvine Valley College*
10. Technical Theater, *Irvine Valley College*
11. Library Technician, *Long Beach City College*
  - a. Additional Colleges with similar programs: *Citrus College and Santa Ana College*
12. Children with Special Needs-CoA, *Los Angeles City College*
  - a. Additional Colleges with similar programs: *Los Angeles Pierce College, Los Angeles Pierce Trade Technical College and Santa Ana College*
13. Infant and Toddler Studies-CoA, *Los Angeles City College*
  - a. Additional Colleges with similar programs: *All colleges except Golden West College and Coastline Community College*
14. Global Trade-CoA, *Los Angeles Harbor College*
  - a. Additional Colleges with similar programs: *Glendale Community College, Los Angeles Southwest College, Pasadena City College, Santa Ana College and Santa Monica College*
15. CIS: Computer Programming -AS, *Los Angeles Mission College*
  - a. Additional Colleges with similar programs: *All colleges*
16. CIS: Cyber Security-AS, *Los Angeles Mission College*
  - a. Additional Colleges with similar programs: *Fullerton College, Los Angeles Mission College, Saddleback College and Santa Ana College*
  - b. Removing: *East Los Angeles College, El Camino College, Golden West College,*
  - c. *\*To match Cyber Security NOI from El Camino College*
17. CIS: Full Stack Web Application Development-AS, *Los Angeles Mission College*
  - a. Additional Colleges with similar programs: *Fullerton College and Saddleback College*
18. Geotechnician, *Mt. San Antonio College*
  - a. Additional Colleges with similar programs: *Los Angeles Trade Technical College, Mt. San Antonio College, Pasadena City College and Santa Ana College*
19. Video Engineering, *Mt. San Antonio College*
  - a. Additional Colleges with similar programs: *Coastline Community College, El Camino College, Glendale Community College, Golden West College, Los Angeles City College, Los Angeles Pierce College, Orange Coast College, Santa Ana College and Santa Monica College*
20. Virtual Reality Designer-CoA, *Mt. San Antonio College*

- a. Additional Colleges with similar programs: *Fullerton College, Glendale Community College, Golden West College, Irvine Valley College, Orange Coast College and Santa Ana College*
21. Gerontology-CoA, *Saddleback College*
  - a. Additional Colleges with similar programs: *East Los Angeles College and Los Angeles Trade Technical College*
22. Autism Services Professional, *West Los Angeles College*
  - a. Additional Colleges with similar programs: *Glendale Community College, Golden West College, Los Angeles Pierce College, Orange Coast College and Santa Monica College*
- ii. **Program Recommendation (Motion:** Von Lawson, Rancho Santiago CCD; **Second:** Bart Hoffman , Rancho Santiago CCD; **APPROVED)**
  1. Architecture-AS, *Citrus College*
  2. Gaming and Applications Development-CoA, *Citrus College*
  3. Homeland Security-AS\_CoA, *Rio Hondo College*
- b. Other
  - i. Recommended to approve the revised LAOCRC program recommendation process and LAOCRC program application elements for regional CTE program recommendation beginning July 1, 2017.
    1. **Motion:** Bruce Noble, Rio Hondo Community College District; **Second:** Nancy Jones, Coast Community College District; **APPROVED**

**VII. Adjourn**

The LAOCRC Collaborative Meeting will meet at 10:00 A.M. – 12:00 P.M. in Room Artesia/La Palma  
Next CRLC Business Meeting will be on June 15<sup>th</sup>, 2017 at Sheraton Hotel- Cerritos.

WiFi Password: **Sheraton2016**