

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

Minutes: June 17, 2021

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

Zoom Video-Call Details

LAOCCRC is inviting you to a scheduled Zoom meeting.

Topic: June 2021 Program Recommendation (CRLC Business Meeting)

Time: Jun 17, 2021 8:30 AM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/98336645001>

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Meeting ID: 983 3664 5001

International numbers available: <https://cccconfer.zoom.us/j/98336645001>

Skype for Business (Lync): [SIP:98336645001@lync.zoom.us](https://cccconfer.zoom.us/j/98336645001)

Voting Members present:

- Rick Miranda (Alternate), Cerritos Community College
- Michael Wangler, Citrus College
- Merry Kim, Coastline Community College
- Lynell Wiggins (Alternate), Compton College
- Kathleen Reiland, Cypress College
- Kendra Madrid, East Los Angeles College
- Ken Starkman, Fullerton College
- Freddy Saucedo, Glendale Community College
- Rick Hodge (Alternate), Los Angeles Southwest College
- Marcia Wilson, Los Angeles Trade-Tech College
- Jennifer Galbraith, Mt. San Antonio College
- Lisa Knuppel, Orange Coast College
- Salvatrice Cummo, Pasadena City College

- Dorsie Brooks (Alternate), Golden West College
- Debbie Vanschoelandt, Irvine Valley College
- Anthony Pagan (Alternate), Long Beach City College
- Armando Rivera-Figueroa, Los Angeles City College
- Mercy Yanez, Los Angeles Harbor College
- Marla Uliana, Los Angeles Mission College
- Mon Khat, Los Angeles Pierce College

- Mike Slavich, Rio Hondo College
- Anthony Teng, Saddleback College
- Kimberly Mathews (Alternate), Santa Ana College
- Sasha King (Alternate), Santa Monica College
- Elizabeth Arteaga, Santiago Canyon College

Voting Members absent:

- Paul Flor, Compton College
- Carmen Dones, West Los Angeles College

I. Call to Order – Meeting called to order at 8:31 a.m. by Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate Chair, LAOCCRC

II. CRLC Member Roll Call – Ms. Lupe Aramburo, Administrative Secretary, called roll – a Quorum of Voting Members was verified.

III. Minutes from the June 17, 2021 CRLC Business Meeting were Approved

a. Motion: Mon Khat, Los Angeles Pierce College; **Second:** Mercy Yanez, Los Angeles Harbor College;
APPROVED

IV. Informational Items

a. Program Data Requests

Program Title	Top Code	College	Contact
1. Digital Photography Technician	1012	Glendale Community College	Freddy Saucedo fsaucedo@glendale.edu
2. Drone Photography	N/A	Glendale Community College	Freddy Saucedo fsaucedo@glendale.edu
3. Photographic Lighting	1012	Glendale Community College	Freddy Saucedo fsaucedo@glendale.edu
4. Traditional Photography	1012	Glendale Community College	Freddy Saucedo fsaucedo@glendale.edu
5. Digital Art and Production Certificate	0614.00	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu
6. Digital Art Associate of Science	0614.00	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu

7. Graphic Design Foundation Certificate	0614.00	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu
8. Investing and Finance Certificate	0504.00	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu
9. UX and Web Design Certificate	0614.00	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu
10. Biotechnology AS Transfer Degree	0430.00	Irvine Valley College	Emalee Mackenzie emackenzie@ivc.edu
11. Child and Adolescent ADT	1305.1	Los Angeles Southwest College	Rick Hodge hodgerl@lasc.edu
12. Child Development Certificate of Achievement	1305.1	Los Angeles Southwest College	Rick Hodge hodgerl@lasc.edu
13. Early Childhood Mental Health Certificate of Achievement	1305.1	Los Angeles Southwest College	Rick Hodge hodgerl@lasc.edu
14. Family Child Care Certificate of Achievement	1305.1	Los Angeles Southwest College	Rick Hodge hodgerl@lasc.edu
15. Social-Emotional Learning Certificate of Achievement	1305.1	Los Angeles Southwest College	Rick Hodge hodgerl@lasc.edu
16. Transitional Kindergarten Certificate	1305.1	Los Angeles Southwest College	Rick Hodge hodgerl@lasc.edu
17. Environmental Studies Certificate	0303	Mt. San Antonio College	James Stone jstone@mtsac.edu
18. Surveying Engineering Technology	0924	Mt. San Antonio College	Eugene Mahmoud emahmoud@mtsac.edu
19. Administrative Assistant, Office Assistant, Business Software Specialist	0514	Pasadena City College	Shelley Gaskin slgaskin@pasadena.edu
20. Advanced Pharmacy Technician	1221	Pasadena City College	Sebrenia Law salaw@pasadena.edu
21. Graphic Communications Technology	0936	Pasadena City College	Lynora Rogacs larogacs@pasadena.edu
22. Biotechnology	0430	Santa Monica College	Andria Denmon denmon_andria@smc.edu
23. Business Information Worker - Data Analytics Applications	0702.1	Santa Monica College	Fariba Bolandhemat bolandhemat_fariba@smc.edu
24. Geospatial Technology	2206.10	Santa Monica College	Jing Liu liu_jing@smc.edu
25. Avionics Certificate of Achievement	0950.40	West Los Angeles College	Edmond Guzman Guzmane@wlac.edu
26. Dialysis Administrator Certificate of Achievement	1208.3	West Los Angeles College	Carlos Sermenio Sermenc@wlac.edu

Existing Low-Unit, Local Certificates For State Chaptering

1. Computer Hardware Repair Certificate of Achievement	0708	Long Beach City College	Gene Carbonaro gcarbonaro@lbcc.edu
2. Digital and Social Media Certificate of Achievement	0514	Long Beach City College	Miriam Lynch mlynch@lbcc.edu
3. Microsoft Essentials Certificate of Achievement	0514	Long Beach City College	Miriam Lynch mlynch@lbcc.edu
4. Microsoft Windows Networking Technician Certificate of Achievement	0708.1	Long Beach City College	Miriam Lynch mlynch@lbcc.edu
5. PHP Web Programmer Certificate of Achievement	0614.3	Long Beach City College	Miriam Lynch mlynch@lbcc.edu
6. Unix Network Administrator Certificate of Achievement	0708	Long Beach City College	Miriam Lynch mlynch@lbcc.edu
7. Web Developer Certificate of Achievement	0614.3	Long Beach City College	Miriam Lynch mlynch@lbcc.edu
8. Human Resource Management Certificate	0506.00	Santa Ana College	Gabriel Shweiri shweiri_gabriel@sac.edu

- b. Mr. Anthony Pagan asked what next steps are for local certificates for state chaptering. Mrs. Lupe Aramburo mentioned that the same process is used as that of new programs. She added a program application will need to be submitted for recommendation eligibility. Dr. Gustavo Chamorro added that if it is a local certificate, the Chancellors Office has no record of it, so it is considered a new program. He clarified that the reason they are separated when listed under program data requests is for the region to see which programs are new and which ones are existing.

V. **Action Items**

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

- a. **Program Recommendation**; Motion: Mike Slavich, Rio Hondo College; Second: Mercy Yanez, Los Angeles Harbor College; Recommended: APPROVED

Program Title	TOP Code	College	Contact	Type of LMI Endorsement	LMI Criteria			Emerging*
					Supply Gap	Wages	Educ. Attain.	
1. Construction Health and Safety Specialist	095700	Citrus College	Michael Wangler mwangler@citruscollege.edu	EA	✓	✓	✓	
2. Special Inspection - Reinforced Concrete	095700	Citrus College	Michael Wangler mwangler@citruscollege.edu	EA	✓	✓	✓	
3. Advanced Technical Theatre Certificate	100600	Fullerton College	Kenneth Starkman kstarkman@fullcoll.edu	ES	✓		✓	
4. Assistant Stage Manager Certificate	100600	Fullerton College	Kenneth Starkman kstarkman@fullcoll.edu	ES	✓		✓	
5. Dietary Manager Certificate	130600	Fullerton College	Kenneth Starkman kstarkman@fullcoll.edu	ES	✓		✓	
6. Geospatial Technologies Certificate	220610	Fullerton College	Kenneth Starkman kstarkman@fullcoll.edu	ES	✓	✓		✓
7. Resort and Facilities Management Certificate	050600	Fullerton College	Kenneth Starkman kstarkman@fullcoll.edu	ES		✓	✓	
8. Information Technology Technician II (ITTP) Certificate of Achievement	070800	Los Angeles Harbor College	Mercy Yanez yanezm@lahc.edu	EA	✓	✓	✓	
9. Sales Engineering	092400	Mt. San Antonio College	Jennifer Galbraith jgalbraith@mtsac.edu	ES	✓	✓		
10. Technical Sales	092400	Mt. San Antonio College	Jennifer Galbraith jgalbraith@mtsac.edu	ES	✓	✓		
11. Advanced Materials Nanotechnology	099900	Pasadena City College	Salvatrice Cummo scummo@pasadena.edu	EA	✓	✓	✓	✓
12. Business Administration and Entrepreneurship	050500	Pasadena City College	Salvatrice Cummo scummo@pasadena.edu	ES	✓			

13. Entry Network Technician	070810	Rio Hondo College	Mike Slavich m Slavich@riohondo.edu	ES	✓	✓		
14. Workplace Readiness Certificate of Achievement	050600	Saddleback College	Anthony Teng ateng@saddleback.edu	ES	✓		✓	
15. Business Information Specialist	051400	Santa Monica College	Patricia Ramos ramos_patricia@smc.edu	EA	✓	✓	✓	
16. Digital Marketing Certificate	050900	Santa Monica College	Patricia Ramos ramos_patricia@smc.edu	EA	✓	✓	✓	✓
17. QuickBooks Virtual Enterprise	050200	Santa Monica College	Patricia Ramos ramos_patricia@smc.edu	EA	✓	✓	✓	
18. Santa Monica College Respiratory Care Program	121000	Santa Monica College	Patricia Ramos ramos_patricia@smc.edu	EA	✓	✓	✓	
19. Public Administration and Policy Program (Associate of Science & Certificate)	210200	Santiago Canyon College	Elizabeth Arteaga arteaga_elizabeth@sccollege.edu	ES	✓			
20. Water System Automation	095800	Santiago Canyon College	Elizabeth Arteaga arteaga_elizabeth@sccollege.edu	ES		✓	✓	

Key:

EA = Endorsed: All Criteria Met
 ES = Endorsed: Some Criteria Met
 NE = Not Endorsed
 PA = Pre-Approved

NOTE: A check mark (✓) denotes that specific LMI Criteria was met.

*Emerging denotes there are gaps in the traditional labor market information.

- **Action Items:** Ms. Dorsie Brooks asked if Glendale’s Traditional Photography Program is still in CTE. She added that Golden West’s Photography Program has been resistant to transition to CTE, and asked if that was a faculty move out in Glendale. Mr. Freddy Saucedo shared that at Glendale, it has been reverse, where there has been interest at times to move out of CTE. He added that he understands one top code is vocational and the other is not, but they understand that if they choose to stay vocational, everything that comes with it in terms of advisories and LMI. Ms. Jennifer Galbraith indicated that there are some programs where departments choose to make them vocational/CTE because of the funding that comes with it.

b. **Modified Programs;** Motion: Mike Slavich, Rio Hondo College; Second: Mercy Yanez, Los Angeles Harbor College; Recommended: APPROVED

1. [Associate in Science Degree in Accounting](#), Los Angeles Harbor College

- Faculty submitted curricular modification to bring degree into better alignment with Chancellor's Office guidelines at 60-degree applicable units.
2. **[Certificate of Achievement in Accounting](#)**, Los Angeles Harbor College
 - Faculty requested curricular modification to make certificate more viable for students by removing electives as identified in CTE Portal to reduce units from 31 to 22.
 3. **[Personal Care Aide](#)**, LA Trade-Tech College
 - Change in the certificate title from Senior Care to Personal Care Aide. The title meets industry job title for goals and objectives of the program.
 4. **[Associate in Arts, Radio/Television Broadcast News](#)**, Long Beach City College
 - Modified to streamline the process for students to be successful in attaining their desired degree/award.
 - The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.
 5. **[Associate in Arts, Radio/Television Producer](#)**, Long Beach City College
 - Modified to streamline the process for students to be successful in attaining their desired degree/award.
 - The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.
 6. **[Associate in Arts, Radio/Television Sports Broadcasting](#)**, Long Beach City College
 - Modified to streamline the process for students to be successful in attaining their desired degree/award.
 - The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.
 7. **[Associates of Arts, Radio/Television Performance](#)**, Long Beach City College
 - Modified to streamline the process for students to be successful in attaining their desired degree/award.
 - The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.
 8. **[Certificate of Achievement, Radio/Television Broadcast News](#)**, Long Beach City College
 - Modified to streamline the process for students to be successful in attaining their desired degree/award.
 - The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.
 9. **[Certificate of Achievement, Radio/Television Multimedia Production](#)**, Long Beach City College
 - Modified to streamline the process for students to be successful in attaining their desired degree/award.

- The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.

10. [Certificate of Achievement, Radio/Television Performance](#), Long Beach City College

- Modified to streamline the process for students to be successful in attaining their desired degree/award.
- The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.

11. [Certificate of Achievement, Radio/Television Producer](#), Long Beach City College

- Modified to streamline the process for students to be successful in attaining their desired degree/award.
- The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.

12. [Certificate of Achievement, Radio/Television Sports Broadcasting](#), Long Beach City College

- Modified to streamline the process for students to be successful in attaining their desired degree/award.
- The unit counts were adjusted as well as updating specific courses to better reflect what students should be learning to better support job growth within radio, television, and other forms of electronic media.

13. [Animation for Commercial Applications](#), Santa Ana, College

- Changes to the courses, some were deleted and others were added.
- This program has been realigned to fall within our new Digital Media Department (formerly it was included as part of our Art Department).
- Modified Programs: Dr. Marcia Wilson asked why only one out of the 4 programs requested was included on the modified programs list. She was under the impression that LMI was not required when modifying programs, and she told her faculty not to request LMI. Mrs. Marbella Ruiz clarified that there was only one program application submitted, and that is the only program that moved forward to the application. Dr. Chamorro added that the Chancellor's Office refers back to the process, and that includes the complete process of requesting LMI and submitting an application for modifications/substantial changes. Mr. Freddy Saucedo also shared that when Glendale contacted the Chancellor's Office, they referred them back to the local process. Ms. Marla Uliana pointed out that there has been a lot of back and forth regarding program modifications, and the region needs a process in writing. She added that it is frustrating to have to go through a complete process of waiting for LMI, for a simple modification. Mr. Mike Slavich indicated that if there is not a new control number, and there are just changes, why go through the complete process again. Ms. Kendra Madrid had similar issues, and she was referred to the PCAH, and wants to make sure the memos from the Chancellor's Office align to the PCAH. Mr. Mike Slavich shared that the Curriculum Institute is this summer and to get clarification then.

VI. Update, Discussion, and/or Action Item

a. CRLC Business Meeting 2021/2022 Calendar Approval

*Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate
Chair, LAOCCRC*

1. **Motion: Mike Slavich, Rio Hondo College; Second: Jennifer Galbraith, Mt. San Antonio College; Approved**

b. CRLC Subcommittee Discussion

*Jennifer Galbraith, Dean, Business Division Mt. San Antonio
College*

- Three issues were discussed, many discussed the prior notice of intent process where there should be a discussion for each program was to be made ahead of time, but not adding time to the process. Another issue brought up was the approval process for minutes. Lastly, the issue regarding the frequency in which the agenda structure changes. The advisory minutes also came up along with questions on what is required. Dr.

c. 2021-2022 CRLC Business Meetings – Virtual?

*Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate
Chair, LAOCCRC*

- Ms. Jennifer Galbraith asked where the discussion is for possibly going back to in-person meetings. She added, even if the meeting is in-person for those interested and available in Zoom as well. Dr. Davis requested that each college advise if they prefer Zoom or in-person. The group shared that it would be best to change the meeting start-time to 9am, considering the voting members that are farther out. Mr. Freddy Saucedo suggested the hybrid option, as it would be helpful to have the meeting in-person, but also stream it via Zoom. Dr. Davis will bring it up to the DRA and they can decide what option would be best for the group, and all the recommendations today will be considered.

VII. Updates

c. Districts

- Cerritos
- Citrus
- Coastline
- Compton
- Cypress
- 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
 - xv. Los Angeles Mission
 - xvi. Los Angeles Pierce
 - xvii. Los Angeles Southwest
 - xviii. Los Angeles Trade-Technical
 - xix. Los Angeles Valley
 - xx. Mt. SAC
 - xxi. Orange Coast
 - xxii. Pasadena City
 - xxiii. Rio Hondo
 - xxiv. Saddleback
 - xxv. Santa Ana
 - xxvi. Santa Monica
 - xxvii. Santiago Canyon
 - xxviii. West Los Angeles

VIII. Adjourn

The next CRLC Meeting will be on **September 16, 2021**, from 8:30 A.M. – 9:45 A.M.