

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

## Minutes: March 18, 2021

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

### Zoom Video-Call Details

LAOCRC is inviting you to a scheduled Zoom meeting.

Topic: March 2021 Program Recommendation (CRLC Business Meeting)

Time: Mar 18, 2021 08:30 AM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/94768936228>

Or iPhone one-tap (US Toll): +16699006833,94768936228# or +12532158782,94768936228#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

+1 346 248 7799 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

+1 312 626 6799 (US Toll)

Meeting ID: 947 6893 6228

International numbers available: <https://cccconfer.zoom.us/j/94768936228>

Or Skype for Business (Lync):

<SIP:94768936228@lync.zoom.us>

### Voting Members present:

- Nick Real, 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
- Virginia Rapp, El Camino College
- Carlos Ayon (Alternate), Fullerton College
- Freddy Saucedo, Glendale Community College
- Rick Hodge (Alternate), Los Angeles Southwest 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
- Salvatrice Cummo, Pasadena City College

- Christopher Whiteside, Golden West College
- Debbie Vanschoelandt, Irvine Valley 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
- Larisa Sergeyeva, Santa Ana College
- Sasha King (Alternate), Santa Monica College
- Elizabeth Arteaga, Santiago Canyon College
- Carmen Dones, West Los Angeles College

**Voting Members absent:**

- Gene Carbonaro, Long Beach City 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, LAOCRC**

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

- Dr. Gustavo Chamorro introduced Mr. James Kennedy, the new Alternate Voting Member for Santiago Canyon College.

**III. Minutes from the March 18, 2021 CRLC Business Meeting were Approved**

- **Motion:** Marla Uliana, Los Angeles Mission College; **Second:** Mike Slavich, Rio Hondo College;  
**APPROVED**

**IV. Informational Items**

**a. Program Data Requests**

| Program Title                           | Top Code | College          | Contact  |
|---|----------|------------------|--|
| 1. Emissions Essentials Technician      | 0948     | Cerritos College | Kevin Taylor<br><a href="mailto:ktaylor@cerritos.edu">ktaylor@cerritos.edu</a>                       |
| 2. Entry-Level Quick Service Technician | 0948     | Cerritos College | Kevin Taylor<br><a href="mailto:ktaylor@cerritos.edu">ktaylor@cerritos.edu</a>                       |
| 3. Fleet Technician                     | 0948     | Cerritos College | Kevin Taylor<br><a href="mailto:ktaylor@cerritos.edu">ktaylor@cerritos.edu</a>                       |
| 4. Industrial Vehicle Technician        | 0948     | Cerritos College | Kevin Taylor<br><a href="mailto:ktaylor@cerritos.edu">ktaylor@cerritos.edu</a>                       |
| 5. Intermediate Level Technician        | 0948     | Cerritos College | Kevin Taylor<br><a href="mailto:ktaylor@cerritos.edu">ktaylor@cerritos.edu</a>                       |
| 6. Financial Planning and Investment    | 0504     | Citrus College   | Victoria Dominguez<br><a href="mailto:vdominguez@citruscollege.edu">vdominguez@citruscollege.edu</a> |

|  |         |                               |   |
|--|---------|-------------------------------|---|
| 7. Digital Media Design Certificate of Achievement                           | 0614.00 | Coastline Community College   | Angela Gomez-Holbrook<br><a href="mailto:agomezholbrook@coastline.edu">agomezholbrook@coastline.edu</a> |
| 8. Digital Media Design AA   | 0614.00 | Coastline Community College   | Angela Gomez-Holbrook<br><a href="mailto:agomezholbrook@coastline.edu">agomezholbrook@coastline.edu</a> |
| 9. CISCO CCNA Certificate of Achievement                                     | 0708.1  | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:Presledl@lahc.edu">Presledl@lahc.edu</a>                             |
| 10. Computer Retail Sales Certificate of Achievement                         | 0708.2  | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:presledl@lahc.edu">presledl@lahc.edu</a>                             |
| 11. Cybersecurity Specialist Certificate of Achievement                      | 0709    | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:presledl@lahc.edu">presledl@lahc.edu</a>                             |
| 12. Finance Certificate of Achievement                                       | 0504    | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:presledl@lahc.edu">presledl@lahc.edu</a>                             |
| 13. Help Desk/User Support Certificate of Achievement                        | 0708.2  | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:presledl@lahc.edu">presledl@lahc.edu</a>                             |
| 14. IT Technician Certificate of Achievement                                 | 0708.1  | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:Presledl@lahc.edu">Presledl@lahc.edu</a>                             |
| 15. Registered Behavior Technician Certificate of Achievement                | 2104.00 | Los Angeles Harbor College    | Liz Lopez<br><a href="mailto:Lopezl3@lahc.edu">Lopezl3@lahc.edu</a>                                     |
| 16. Retail Management Certificate of Achievement                             | 0506.5  | Los Angeles Harbor College    | Dorothy Presley<br><a href="mailto:presledl@lahc.edu">presledl@lahc.edu</a>                             |
| 17. Apple Coding Foundation Certificate of Achievement                       | 0702    | Los Angeles Southwest College | Naja El Khoury<br><a href="mailto:Elkhounr@lasc.edu">Elkhounr@lasc.edu</a>                              |
| 18. Apple Developer Certificate of Achievement                               | 0707.00 | Los Angeles Southwest College | Naja El Khoury<br><a href="mailto:Elkhounr@lasc.edu">Elkhounr@lasc.edu</a>                              |
| 19. Artificial Intelligence Foundation Certificate of Achievement            | 0799    | Los Angeles Southwest College | Naja El Khoury<br><a href="mailto:Elkhounr@lasc.edu">Elkhounr@lasc.edu</a>                              |
| 20. Cloud Computing Azure AI Certificate of Achievement                      | 0707.30 | Los Angeles Southwest College | Naja El Khoury<br><a href="mailto:elkhounr@lasc.edu">elkhounr@lasc.edu</a>                              |
| 21. Software Engineering Certificate of Achievement                          | 0707.00 | Los Angeles Southwest College | Naja El Khoury<br><a href="mailto:elkhounr@lasc.edu">elkhounr@lasc.edu</a>                              |
| 22. Geographic Information Systems (GIS)                                     | 2206.1  | Mt. San Antonio College       | Dafna Golden<br><a href="mailto:dgolden@mtsac.edu">dgolden@mtsac.edu</a>                                |
| 23. Advanced Material Nanotechnology   | 0999    | Pasadena City College         | Jared Ashcroft<br><a href="mailto:jmashcroft@pasadena.edu">jmashcroft@pasadena.edu</a>                  |
| 24. Cruiseline Sector Hospitality Leadership Certificate of Achievement      | 1307    | Pasadena City College         | Mark Keene<br><a href="mailto:mkeene@pasadena.edu">mkeene@pasadena.edu</a>                              |
| 25. Hospitality Management (Associate of Science)                            | 1307    | Pasadena City College         | Mark Keene<br><a href="mailto:mkeene@pasadena.edu">mkeene@pasadena.edu</a>                              |
| 26. Hospitality Management (Certificate of Achievement/Associate of Science) | 1307    | Pasadena City College         | Mark Keene<br><a href="mailto:mkeene@pasadena.edu">mkeene@pasadena.edu</a>                              |

|  |         |                             |   |
|--|---------|-----------------------------|---|
| 27. Hospitality Service Leadership Certificate of Achievement                          | 1307    | Pasadena City College       | Mark Keene<br><a href="mailto:mkeene@pasadena.edu">mkeene@pasadena.edu</a>                  |
| 28. Medical Sector Hospitality Food and Beverage Leadership Certificate of Achievement | 1307    | Pasadena City College       | Mark Keene<br><a href="mailto:Mkeene@pasadena.edu">Mkeene@pasadena.edu</a>                  |
| 29. Personal Trainer Certificate   | 0835.20 | Pasadena City College       | Monica Tantlinger<br><a href="mailto:mtantlinger@pasadena.edu">mtantlinger@pasadena.edu</a> |
| 30. Supply Chain Management Certificate of Achievement                                 | 0510    | Pasadena City College       | Jeff Bajah<br><a href="mailto:jbajah@pasadena.edu">jbajah@pasadena.edu</a>                  |
| 31. Entry Network Technician   | 0708.1  | Rio Hondo College           | Margaret Fernandez<br><a href="mailto:mfernandez@riohondo.edu">mfernandez@riohondo.edu</a>  |
| 32. Business Education Core  | 0514.00 | Saddleback College          | Barbara Cox<br><a href="mailto:Bcox@saddleback.edu">Bcox@saddleback.edu</a>                 |
| 33. Business Education Foundations   | 0514.00 | Saddleback College          | Barbara Cox<br><a href="mailto:Bcox@saddleback.edu">Bcox@saddleback.edu</a>                 |
| 34. Logistics and Material Distribution Certificate of Achievement                     | 0510.00 | Saddleback College          | Barbara Cox<br><a href="mailto:Bcox@saddleback.edu">Bcox@saddleback.edu</a>                 |
| 35. Logistics and Material Distribution Associate of Science                           | 0510.00 | Saddleback College          | Barbara Cox<br><a href="mailto:Bcox@saddleback.edu">Bcox@saddleback.edu</a>                 |
| 36. Workplace Readiness  | 0501.00 | Saddleback College          | Barbara Cox<br><a href="mailto:Bcox@saddleback.edu">Bcox@saddleback.edu</a>                 |
| 37. Dental Hygienist   | 1240.2  | West Los Angeles College    | Carlos Sermeno<br><a href="mailto:Sermenoc@wlaac.edu">Sermenoc@wlaac.edu</a>                |
| 38. Orthodontist Assistant   | 1240.1  | West Los Angeles College    | Aaron Benitez<br><a href="mailto:beniteab@email.laccd.edu">beniteab@email.laccd.edu</a>     |
| 39. Real Estate Appraiser III  | 0511    | West Los Angeles College    | DeAnna Gossett<br><a href="mailto:GossetD@laccd.edu">GossetD@laccd.edu</a>                  |
| <b>Existing Low-Unit, Local Certificates For State Chaptering</b>                      |         |                             |   |
| 1. Amazon Web Services Associate Certificate   | 0708.20 | Coastline Community College | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>               |
| 2. Cisco Certified Networking Administrator (CCNA) Certificate                         | 0708.10 | Coastline Community College | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>               |
| 3. CompTIA Certificate   | 0708.10 | Coastline Community College | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>               |
| 4. Cybersecurity and Computer Networking Certificate                                   | 0708.10 | Coastline Community College | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>               |
| 5. Cybersecurity Fundamentals Certificate  | 0708.10 | Coastline Community College | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>               |
| 6. Data Analytics Certificate  | 0708.00 | Coastline Community College | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>               |

|  |         |                               |  |
|--|---------|-------------------------------|--|
| 7. Digital Media - Animation and Gaming Foundation Certificate | 0614.40 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 8. Homeland Security (TSA) Certificate                         | 2105.30 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 9. Human Services Certificate                                  | 2104.00 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 10. Introduction to Programming Certificate                    | 0707.10 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 11. IT Foundation Certificate                                  | 0708.10 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 12. MCSA: Windows 10 Certificate                               | 0708.10 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 13. Medical Administrative Office Technician Certificate       | 0514.20 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 14. Medical Coding Specialist Certificate                      | 1223.10 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 15. Mobile Applications Certificate                            | 0614.30 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 16. Penetration Testing Certificate                            | 0708.10 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 17. Process Technician Fundamentals Certificate                | 0999.00 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 18. Real Estate Lending and Mortgage Brokering Certificate     | 0511.00 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 19. Real Estate Property Salesperson                           | 0511.00 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 20. Retail Management Advanced Certificate                     | 0506.50 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 21. Retail Management Essentials Certificate                   | 0506.50 | Coastline Community College   | Merry Kim<br><a href="mailto:mkim170@coastline.edu">mkim170@coastline.edu</a>                          |
| 22. Entrepreneurship Skills - Certificate of Achievement       | 0506.40 | Irvine Valley College         | John Russo<br><a href="mailto:jrusso@ivc.edu">jrusso@ivc.edu</a>                                       |
| 23. Apple Coding Foundation Certificate of Achievement         | 0702    | Los Angeles Southwest College | Naja El Khoury<br><a href="mailto:elkhounr@lasc.edu">elkhounr@lasc.edu</a>                             |
| 24. Biological Technology - Stem Cell Culture                  | 0430    | Pasadena City College         | Pamela Eversole-Cire<br><a href="mailto:pleversole-cire@pasadena.edu">pleversole-cire@pasadena.edu</a> |

- Informational Items: Ms. Marla Uliana asked what the deadline is to submit program data requests. Lupe Aramburo responded with the last business day of the month for both program data requests and program applications.

**V. Action Items**

a. **Program Recommendation; Motion:** Jennifer Galbraith, Mt. San Antonio College; **Second:** Kendra Madrid, East Los Angeles College; **APPROVED**

| Program Title   | TOP Code | College              | Contact  | Type of LMI Endorsement | LMI Criteria |       |               | Emerging * |
|---|----------|----------------------|--|-------------------------|--------------|-------|---------------|------------|
|   |          |                      |  |                         | Supply Gap   | Wages | Educ. Attain. |            |
| 1. <a href="#">Auto Collision 4: Appraisal &amp; Management Certificate</a>                     | 094900   | Cypress College      | Kathleen Reiland<br><a href="mailto:kreiland@cypresscollege.edu">kreiland@cypresscollege.edu</a> | EA                      | ✓            | ✓     | ✓             |            |
| 2. <a href="#">Data Management Certificate</a>  | 070730   | Cypress College      | Kathleen Reiland<br><a href="mailto:kreiland@cypresscollege.edu">kreiland@cypresscollege.edu</a> | ES                      | ✓            | ✓     |               |            |
| 3. <a href="#">Food Science Fundamentals Certificate</a>  | 130600   | Cypress College      | Kathleen Reiland<br><a href="mailto:kreiland@cypresscollege.edu">kreiland@cypresscollege.edu</a> | EA                      | ✓            | ✓     | ✓             |            |
| 4. <a href="#">Aging Studies Certificate</a>  | 130900   | Fullerton College    | Ken Starkman<br><a href="mailto:kstarkman@fullcoll.edu">kstarkman@fullcoll.edu</a>               | ES                      | ✓            |       | ✓             |            |
| 5. <a href="#">Autonomous Systems Certificate</a>   | 093500   | Fullerton College    | Ken Starkman<br><a href="mailto:kstarkman@fullcoll.edu">kstarkman@fullcoll.edu</a>               | EA                      | ✓            | ✓     | ✓             | ✓          |
| 6. <a href="#">Drone Journalism Certificate</a>   | 060200   | Fullerton College    | Ken Starkman<br><a href="mailto:kstarkman@fullcoll.edu">kstarkman@fullcoll.edu</a>               | EA                      | ✓            | ✓     | ✓             | ✓          |
| 7. <a href="#">Unmanned Aerial Systems Piloting Certificate</a>                                 | 095670   | Fullerton College    | Ken Starkman<br><a href="mailto:kstarkman@fullcoll.edu">kstarkman@fullcoll.edu</a>               | EA                      | ✓            | ✓     | ✓             | ✓          |
| 8. <a href="#">Digital Design Communications</a>  | 130200   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      | ✓            | ✓     |               |            |
| 9. <a href="#">Embedded Systems Associate of Science</a>  | 093420   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      |              | ✓     | ✓             |            |
| 10. <a href="#">Embedded Systems Certificate of Achievement</a>                                 | 093420   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      |              | ✓     | ✓             |            |
| 11. <a href="#">Industrial Electronics Technician Certificate of Achievement</a>                | 093420   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      |              | ✓     | ✓             |            |
| 12. <a href="#">Industrial PLC Technician Associate in Science</a>                              | 093420   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      |              | ✓     | ✓             |            |
| 13. <a href="#">Industrial PLC Technician</a>   | 093420   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      |              | ✓     | ✓             |            |
| 14. <a href="#">Robotics Technician Certificate of Achievement</a>                              | 093500   | Orange Coast College | Lisa Knuppel<br><a href="mailto:lknuppel@occ.cccd.edu">lknuppel@occ.cccd.edu</a>                 | ES                      |              | ✓     | ✓             |            |
| 15. <a href="#">Welding Technology – Pipe Welding Certificate Of Proficiency (Transcripted)</a> | 095600   | Santa Ana College    | Larisa Sergeyeva<br><a href="mailto:sergeyeva_larisa@sac.edu">sergeyeva_larisa@sac.edu</a>       | 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.

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

1. Multimedia: Graphic & Web Design Certificate of Achievement, Los Angeles Mission College
  - Adding Art 502 existing course our District and at LAMC that students need as an undergrad requirement for transfer to CSU
  - Adding the new course, which has been approved at LAMC, Multimedia 245. This is a lower division requirement at 9 of the CSUs in Graphic Design. It is a beginning Typography.
  - Moving 3 courses into an “option” area of the degree and certificate depending on which professional pathway a student wants to focus on.
2. Multimedia: Graphic & Web Design Associate of Arts, Los Angeles Mission College
  - Adding Art 502 existing course our District and at LAMC that students need as an undergrad requirement for transfer to CSU
  - Adding the new course, which has been approved at LAMC, Multimedia 245. This is a lower division requirement at 9 of the CSUs in Graphic Design. It is a beginning Typography.
  - Moving 3 courses into an “option” area of the degree and certificate depending on which professional pathway a student wants to focus on.
3. Multimedia: Video Production Certificate of Achievement, Los Angeles Mission College
  - Adding Journalism 100 which is an existing course our District and at LAMC that students need as an undergrad requirement for transfer to CSU
  - Adding the new course, which has been approved at LAMC, Multimedia 605. This is a lower division requirement at 4 of the CSUs in Film/TV. It is Studio Production.
  - Adding 2 existing District courses, Cinema 107 and Cinema 125. These meet lower division requirements at the CSUs and UCs for Film/TV and they are also crucial for preparing students in the industry.
  - Moving 3 courses into two “option” areas of the degree and certificate depending on which professional pathway a student wants to focus on.
4. Multimedia: Video Production Associate of Arts, Los Angeles Mission College
  - Adding Journalism 100 which is an existing course our District and at LAMC that students need as an undergrad requirement for transfer to CSU
  - Adding the new course, which has been approved at LAMC, Multimedia 605. This is a lower division requirement at 4 of the CSUs in Film/TV. It is Studio Production.
  - Adding 2 existing District courses, Cinema 107 and Cinema 125. These meet lower division requirements at the CSUs and UCs

for Film/TV and they are also crucial for preparing students in the industry.

- Moving 3 courses into two “option” areas of the degree and certificate depending on which professional pathway a student wants to focus on.

## VI. Update, Discussion, and/or Action Item

### a. LAOCRC Regional Program Pre-Approval Guidelines Process and Template

*Dr. Jesse Crete, Director, OC Center of Excellence for Labor Market Information, LAOCRC*

*Luke Meyer, Director, LA Center of Excellence for Labor Market Information, LAOCRC*

- Discussion: Dr. Gustavo Chamorro shared that previously there was a pre-approval process to look at programs that could go through a regional pre-approval process, where if there was enough need in the region it would receive a regional approval. The first program which received regional pre-approval was the BIW and the second one was the IT Technical Pathway, about five or six years ago; however, they have since expired. Currently, Cloud Computing is open; moreover, there have been questions around the longevity of the pre-approvals and when they are due to expire, as well as what is necessary to bring forward programs for pre-approval. To approach these questions, the LAOCRC brought together the CRLC workgroup, which along with COE developed a process and a template to bring for approval consideration. Mr. Jacob Poore continued with explaining that a pre-approved program is a CTE program that has successfully gone through the LAOCRC recommendation process to be approved in advance for it to be added by the colleges within the region or a specific sub-region for which it was approved. This process requires regional LMI, regional advisory minutes, and goes to the LAOCRC. Pre-approved programs may be added by any college within the consortium or sub-region depending on how it was approved, without going through the regional recommendation process, but rather submitted to the CRLC members as a pre-approved informational item on the agenda. There are five steps: Initial Exploration for NEW Pre-Approval Program; Labor Market Information; Pre-Approval Template; Presentation with Q&A to CRLC Full Membership; Submit via RegionalCTE.org (if recommendation from previous step has been given). Mr. Luke Meyer shared the template and provided an overview. Dr. Audrey Childers suggested to discuss next steps once the program has been approved and pre-approved; she added, what colleges do when they would like to have that specific program approved at their college. Mr. Jacob Poore provided that the college would review the guidelines in the shared document, then submit the program pre-approval request through the RegionalCTE.org website, and attach LMI and advisory Minutes that were part of the pre-approval submission. Applications are due the last business day of the month prior to the meeting where the program will appear as a pre-approved informational item. Guidelines: There is some flexibility on the program name in order to meet college needs, as well as the courses, which must be the same or similar; the program award type needs to remain the same, for example, if it was submitted as an associate degree, it must be submitted that way; the top code must be the same; occupation must be the same or similar, but they must align with the top code that was selected. Ms. Shari Herzfeld asked if this process can be used for multiple programs that are modifying their program to align. Dr. Chamorro clarified that the chancellor’s office will request individual information for each of the programs that are submitted to them; therefore, they would have to be submitted separately. Ms. Shari Herzfeld asked who is able to submit the request for pre-approval. Dr. Jesse Crete responded with mentioning that it would have to be submitted by the voting member who would lead the process. Ms. Jennifer Galbraith asked if after going through the regular program approval process, they have to complete the template as well. Dr. Audrey Childers clarified the template is before it is submitted in the regional CTE website and it is only for the process of pre-approving the program. If a college is submitting the program after it has been regionally pre-approved, it is only to be



submitted via the regional CTE website, and no template is necessary. Ms. Galbraith added the repetitive sections on the template. Dr. Crete and Mr. Luke Meyer agreed to remove those section to facilitate the filling process. Ms. Dorsie Brooks asked if the template is done every two years and then the applying colleges do the normal program approval. Dr. Crete indicated that if the program is being renewed, the complete process of the template and website submission would have to be done again. Dr. Kathleen Reiland asked if Cypress was the lead college, they would put the program through the pre-approval narrative that has been identified, and then also submit the program again in order for it to be approved for their college. Dr. Crete clarified that no, the lead college does not have to submit the program for approval as they would already be approved. In the event any other college would like to join the lead college, they would be able to; however, they have to accept everything in the application as it was. Dr. Marcia Wilson asked, once the pre-approval has been accepted, how much modification is allowable. Dr. Crete pointed out that the guidelines are listed on the Guidelines Process document which will be shared with the group. Dr. Chamorro indicated the difference between a regional and sub-regional pre-approval, he mentioned currently, Cloud Computing is only a sub-regional pre-approved program. If a program is regionally pre-approved, both LA and OC are able to submit.

- [Pre-approval process/template](#); **Motion:** Virginia Rapp, El Camino College; **Second:** Marla Uliana, Los Angeles Mission College; **APPROVED.**

## **VII. Updates**

### **a. Districts**

- I. Cerritos – Essential workers are on-campus and lectures are still being held online.
- II. Citrus
- III. Coastline
- IV. Compton
- V. Cypress – During the fall lectures are being held online and a large percentage of labs will go on-campus.
- VI. East Los Angeles
- VII. El Camino – (4) business division computer labs, as well as Respiratory, Cosmetology, and Welding will go on-campus and lectures held online for fall.
- VIII. Fullerton
- IX. Glendale – Limited in-person, only Nursing and Welding programs will complete labs on-campus. All others resume online.
- X. Golden West – Large virtual recruitment event on Saturday, March 20<sup>th</sup>. On-campus currently only bringing Automotive, Nursing, Police Academy labs, and all others online.
- XI. IrvineValley
- XII. Long Beach – Essential labs on-campus, all others online. If there is anyone who has a fall re-open plan to share. Dr. Davis mentioned that she will ask some of the CEO’s who are discussing that currently.
- XIII. Los Angeles City – LACC has been recognized as number one in Southern California, number six in the nation. Yesterday, LACC was awarded a new grant from Union Bank to move forward Woman in Colon and Mammography. If any college has a RAD Tech program contact Dr. Rivera.
- XIV. Los Angeles Harbor – Tentatively, construction and support services on-campus in the fall. New Interim VP of Students and Economic Workforce, Dr. Nicole.
- XV. Los Angeles Mission College – Entrepreneurial workshop taking place. President is retiring on June 30<sup>th</sup>. Fall 2021, looking to schedule more labs back in a hybrid or modified capacity.

- xvi.** Los Angeles Pierce – Summer and fall will have essential workers on-campus, all others online.
- xvii.** Los Angeles
- xviii.** Los Angeles Trade-Technical – Finishing up a video about Entrepreneurship and CTE areas. If there are success stories of students who received their AA in Entrepreneurship and started a business in any of the CTE areas, send Dr. Marcia Wilson and email. There is also a CTE Entrepreneurship Workshop Series that starts on March 20<sup>th</sup>.
- xix.** Los Angeles Valley
- xx.** Mt. SAC – Hired a new VPI, Dr. Kelly Fowler from UC Merced. Essential workers will remain on-campus, and planning to bring back all of management and staff in July 1<sup>st</sup> to prep for an 80% on-campus and 20% online.
- xxi.** Orange Coast
- xxii.** Pasadena City – Looking for non-credit area trainers for very specific domain expertise such as COVID safety training, marketing finance, etc. Recommendations are needed. The demand from employers are developing programming and educating their leads. We are looking for speakers and trainers in that area as the program is scheduled to launch in the beginning of April. In addition, there is a need for a video tutorial on our regional processes. Dr. Gustavo Chamorro responded that the CRLC workgroup discussed developing a tutorial video and more information will be provided in the next meeting.
- xxiii.** Rio Hondo – CTE 100% on-campus in the fall. Auto, Welding, Architecture, Engineering, GIS, Tesla will be back, not only the lab.
- xxiv.** Saddleback – labs are currently on-campus during spring and lectures online until end of summer. 50% of classes planning to go on-campus and online.
- xxv.** Santa Ana College – still working on finalizing decisions regarding fall plans for bringing classes and labs on campus.
- xxvi.** Santa Monica
- xxvii.** Santiago Canyon – Currently have 22 face-to-face classes under the essential industries. Fall a larger number is anticipated at a limited capacity.
- xxviii.** West Los Angeles – In the search of a VP for Academic Affairs, applications are due by April. Relaunched the co-op education program and currently only have essential workers on-campus.

## **VIII. Adjourn**

**The next CRLC Meeting will be a Conference Call on April 15, 2021 from 8:30 A.M. – 9:45 A.M.**