

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

Minutes: May 20, 2021

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

Zoom Video-Call Details

LAOCRC is inviting you to a scheduled Zoom meeting.

Topic: May 2021 Program Recommendation (CRLC Business Meeting)

Time: May 20, 2021 08:30 AM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/93824259940>

Or iPhone one-tap (US Toll): +16699006833,93824259940# or +12532158782,93824259940#

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: 938 2425 9940

International numbers available: <https://cccconfer.zoom.us/j/93824259940>

Or Skype for Business (Lync):

[SIP:93824259940@lync.zoom.us](https://cccconfer.zoom.us/j/93824259940)

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

- Christopher Whiteside, Golden West College
- Debbie Vanschoelandt, Irvine Valley College
- Gene Carbonaro, 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
- Carmen Dones, West Los Angeles College

Voting Members absent:

- Virginia Rapp, El Camino College
- Laurie Nalepa, Los Angeles Valley 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.

III. **Minutes from the April 15, 2021 CRLC Business Meeting were Approved**

- **Motion:** Mon Khat, Los Angeles Pierce College; **Second:** Carmen Dones, West Los Angeles College;
APPROVED

IV. **Informational Items**

a. **Program Data Requests**

| Program Title | Top Code | College | Contact |
|--|----------|----------------------------|--|
| 1. Management Certificate of Achievement | 0505 | Citrus College | Victoria Dominguez vdominguez@citruscollege.edu |
| 2. QuickBooks Certificate of Achievement | 0502 | Citrus College | Victoria Dominguez vdominguez@citruscollege.edu |
| 3. Associate In Science Degree In Accounting | 0502 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu |
| 4. Certificate of Achievement In Accounting | 0502 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu |
| 5. Business Information Worker Quick Start Certificate of Achievement | 0514 | Los Angeles Harbor College | Dorothy Presley presledl@lahc.edu |
| 6. Information Technology Technician III (ITTP) Certificate Of Achievement | 0708.10 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu |

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|---|---------|----------------------------|--|
| 7. Real Estate Certificate of Achievement | 0511 | Los Angeles Harbor College | Dorothy Presley presled1@lahc.edu |
| 8. Engineering Technology CAD & Design Drafting | 0953.40 | Glendale Community College | Christopher Herwerth cherwerth@glendale.edu |
| 9. Water Technology | 0958 | Glendale Community College | Christopher Herwerth cherwerth@glendale.edu |
| 10. Industrial Design (Associate in Science & Certificate of Achievement) | 1302 | Long Beach City College | Leslie Forehand lforehand@lbcc.edu |
| 11. Interior Design (Associate in Science & Certificate of Achievement) | 0839 | Long Beach City College | Leslie Forehand lforehand@lbcc.edu |
| 12. Light Rail Maintenance Technician | 0947.40 | Long Beach City College | Damon Skinner dskinner@lbcc.edu |
| 13. Business Administration AS-T | 0505 | Mt. San Antonio College | Regina Martinez rmartinez298@mtsac.edu |
| 14. Commercial Music | 1005 | Mt. San Antonio College | Nathan Tharp rmartinez298@mtsac.edu |
| 15. eDiscovery and Litigation Support | 1402 | Mt. San Antonio College | Abby Wood awood10@mtsac.edu |
| 16. Micro-Structure Design Technology | 0201.00 | Orange Coast College | Lisa Knuppel lknuppel@occ.cccd.edu |
| 17. Certificate of Achievement in Gerontology | 1309 | Pasadena City College | Barbara Freund bmfreund@pasadena.edu |
| 18. Certificate of Achievement in Global Trade and Logistics | 0508 | Pasadena City College | Jeff Bajah jbajah@pasadena.edu |
| 19. Health Professions Basic Certificate of Completion | 1299 | Pasadena City College | Sebrenia Law salaw@pasadena.edu |
| 20. Orthodontic Assistant | 1240.10 | Pasadena City College | Denise Romero dromero@pasadena.edu |
| 21. Patient Intake Specialist (Occupational Skills Certificate) | 0514.20 | Pasadena City College | Sebrenia Law salaw@pasadena.edu |
| 22. Phlebotomy Technician (Occupational Skills Certificate) | 1205.10 | Pasadena City College | Sebrenia Law salaw@pasadena.edu |
| 23. Geriatric Nutrition Certificate of Achievement | 1306.00 | Saddleback College | Lori Hoolihan lhoolihan@saddleback.edu |
| 24. Sports Nutrition Certificate of Achievement | 1306.00 | Saddleback College | Lori Hoolihan lhoolihan@saddleback.edu |
| 25. Sustainable Food Systems Certificate of Achievement | 1306.00 | Saddleback College | Lori Hoolihan lhoolihan@saddleback.edu |
| 26. Developmentally Appropriate Discipline & Behavior Guidance for Young Children | 1305.00 | Santa Ana College | Michelle Kimmel Kimmel_michelle@sac.edu |

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| 27. Drone Cinematography | 0604.20 | Santa Ana College | Michael Taylor Taylor_michael2@sac.edu |
| 28. Early Childcare Administration and Leadership | 1305.80 | Santa Ana College | Michelle Kimmel Kimmel_michelle@sac.edu |
| 29. Narrative Film Production | 0604.20 | Santa Ana College | Michael Taylor Taylor_michael2@sac.edu |
| 30. Remote Technology for Virtual Professionals Certificate of Achievement | 0514.00 | Santa Ana College | Adam Morgan Morgan_adam@sac.edu |
| 31. Trauma-Informed Certificate | 1305.00 | Santa Ana College | Michelle Kimmel Kimmel_michelle@sac.edu |
| 32. Public Administration and Policy Program Certificate | 2102.00 | Santiago Canyon | Sergio Verino Verino_sergio@sscollege.edu |
| 33. Public Administration and Policy Program Associate of Science Degree | 2102.00 | Santiago Canyon | Sergio Verino Verino_sergio@sscollege.edu |
| 34. Construction Inspectors | 0957.20 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| 35. Construction Management | 0957 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| 36. Community Health Worker | 1261 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| 37. Facilities Management | 0945 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| 38. Facilities Maintenance Technician | 0945 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| 39. Pharmacy Clerk | 1221 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| 40. Senior Care Technician | 1201 | West Los Angeles College | Allison Tom-Miura tommia@wlaac.edu |
| Existing Low-Unit, Local Certificates For State Chaptering | | | |
| 1. Construction Health and Safety Specialist | 0957.00 | Citrus College | Roberto Loya rloya@citruscollege.edu |
| 2. Engine Rebuilding and Machining | 0948 | Citrus College | Greg Lipp glipp@citruscollege.edu |
| 3. Special Inspection – Reinforced Concrete | 0957.00 | Citrus College | Roberto Loya rloya@citruscollege.edu |
| 4. After School Program Associate Teacher | 0802.00 | Santa Ana College | Michelle Kimmel kimmel_michelle@sac.edu |
| 5. After School Program Assistant | 0802.00 | Santa Ana College | Michelle Kimmel kimmel_michelle@sac.edu |

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|---|---------|-------------------|---|
| 6. Early Childhood Assistant Teacher | 1305.00 | Santa Ana College | Michelle Kimmel kimmel_michelle@sac.edu |
| 7. Support for Students with Special Needs | 0809.00 | Santa Ana College | Michelle Kimmel kimmel_michelle@sac.edu |
| 8. STEAM (Science, Technology, Engineering, Arts, Math) Certificate for Early Childhood | 1305.00 | Santa Ana College | Michelle Kimmel kimmel_michelle@sac.edu |

- Informational Items:** Ms. Kendra Madrid asked what the *eDiscovery and Litigation Support* program data request was about considering ELAC is growing their law program. Ms. Jennifer Galbraith indicated that it is technical and not part of the ABA approved paralegal. This is a separate program that the legal assistance paralegals will need and also has two recognized certificates within the industry to go with it – there are three separate courses. Dr. Marcia Wilson asked Ms. Lisa Knuppel about Orange Coast College’s *Micro-Structure Design Technology*, if it has to do with small houses. Ms. Knuppel pointed out that it does and added that a couple months ago there was a discussion about this program, it was called “design technology” and the group commented about it being too vague. As a result, Ms. Knuppel took the comment to faculty and they worked on a more specific title. Mr. Anthony Teng asked Glendale Community College about the *Water Technology* program, if it is water management or water conservation. Mr. Freddy Saucedo clarified it is more in line with water management. Mr. Teng mentioned that Santiago Canyon College has that program and it would be good for both colleges to connect considering that Saddleback has also been approached about job opportunities and maybe they can work on that with Saddleback included. Dr. Wilson added that Trade-Tech College also has a Fresh Water and Wastewater, which they call Supply Water Management if interested in contacting faculty. Dr. Wilson also asked about Santa Ana’s *Trauma-Informed Certificate*, if it has to do with mental health or education. Ms. Kimberly Mathews pointed out that it is part of Santa Ana’s child development and educational studies program. Ms. Kendra Madrid asked about Santiago Canyon College’s *Public Administration and Policy Program Certificate and associate degree* programs. Ms. Elizabeth Arteaga indicated that it is a degree program that the department chair of Water Utility Science pursued considering the high demand for jobs. Ms. Kendra Madrid will reach out to Ms. Arteaga.

V. Action Items

- a. **Program Recommendation; Motion:** Salvatrice Cummo, Pasadena City College; **Second:** Kendra Madrid, East Los Angeles College; **APPROVED**

VI.

| Program Title | TOP Code | College | Contact | Type of LMI Endorsement | LMI Criteria | | | Emerging* |
|---|----------|------------------|---|-------------------------|--------------|-------|---------------|-----------|
| | | | | | Supply Gap | Wages | Educ. Attain. | |
| 1. Emission Essentials Service Technician | 094800 | Cerritos College | Nick Real yreal@cerritos.edu | ES | ✓ | | ✓ | |
| 2. Entry Level Quick Service Technician | 094800 | Cerritos College | Nick Real yreal@cerritos.edu | ES | ✓ | | ✓ | |
| 3. Fleet Technician | 094800 | Cerritos College | Nick Real yreal@cerritos.edu | ES | ✓ | | ✓ | |
| 4. Industrial Vehicle Technician | 094800 | Cerritos College | Nick Real yreal@cerritos.edu | ES | ✓ | | ✓ | |
| 5. Intermediate Level Technician | 094800 | Cerritos College | Nick Real yreal@cerritos.edu | ES | ✓ | | ✓ | |

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|--|--------|-------------------------------|---|----|---|---|---|--|
| 6. Greenscape Maintenance Technology | 210210 | Citrus College | Michael Wangler mwangler@citruscollege.edu | EA | ✓ | ✓ | ✓ | |
| 7. Hardscape Maintenance Technology | 210210 | Citrus College | Michael Wangler mwangler@citruscollege.edu | EA | ✓ | ✓ | ✓ | |
| 8. Public Works Inspection | 210210 | Citrus College | Michael Wangler mwangler@citruscollege.edu | EA | ✓ | ✓ | ✓ | |
| 9. Digital Media Design | 061400 | Coastline Community College | Merry Kim mkim170@coastline.edu | ES | ✓ | ✓ | | |
| 10. Global Business - Certificate | 050800 | Coastline Community College | Merry Kim mkim170@coastline.edu | EA | ✓ | ✓ | ✓ | |
| 11. Global Business Essentials - Certificate | 050800 | Coastline Community College | Merry Kim mkim170@coastline.edu | EA | ✓ | ✓ | ✓ | |
| 12. General Engineering Technician | 092400 | East Los Angeles College | Kendra Madrid madridk@elac.edu | ES | ✓ | | | |
| 13. Automation Fundamentals Certificate | 093500 | Fullerton College | Ken Starkman kstarkman@fullcoll.edu | EA | ✓ | ✓ | ✓ | |
| 14. Electro-Mechanical Technician Certificate | 094500 | Fullerton College | Ken Starkman kstarkman@fullcoll.edu | EA | ✓ | ✓ | ✓ | |
| 15. Engineering Technology Certificate | 092400 | Fullerton College | Ken Starkman kstarkman@fullcoll.edu | EA | ✓ | ✓ | ✓ | |
| 16. Entrepreneurship Skills - COA | 050640 | Irvine Valley College | Debbie Vanschoelandt dvanschoelandt@ivc.edu | EA | ✓ | ✓ | ✓ | |
| 17. Banking And Finance Certificate Of Achievement | 050400 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu | EA | ✓ | ✓ | ✓ | |
| 18. Certificate Of Achievement In Advertising And Marketing | 050910 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu | EA | ✓ | ✓ | ✓ | |
| 19. Certificate Of Achievement In Human Resource Management | 050600 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu | EA | ✓ | ✓ | ✓ | |
| 20. Certificate Of Achievement In Management And Supervision | 050600 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu | EA | ✓ | ✓ | ✓ | |
| 21. Cisco Certified Network Associate | 070800 | Los Angeles Harbor College | Mercy Yanez yanezm@lahc.edu | EA | ✓ | ✓ | ✓ | |
| 22. Apple Coding Developer | 070710 | Los Angeles Southwest College | Lawrence Brandford bradfall@lasc.edu | ES | ✓ | ✓ | | |

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|---|--------|-------------------------------|--|----|---|---|---|--|
| 23. Apple Coding Foundations | 070700 | Los Angeles Southwest College | Lawrence Brandford bradfall@lasc.edu | ES | ✓ | ✓ | | |
| 24. Artificial Intelligence Foundations | 079900 | Los Angeles Southwest College | Lawrence Brandford bradfall@lasc.edu | ES | ✓ | ✓ | | |
| 25. Cloud Computing Azure AI | 070200 | Los Angeles Southwest College | Lawrence Brandford bradfall@lasc.edu | ES | ✓ | ✓ | | |
| 26. Software Engineering | 070710 | Los Angeles Southwest College | Lawrence Brandford bradfall@lasc.edu | ES | ✓ | ✓ | | |
| 27. Artificial Intelligence For Business | 070100 | Mt. San Antonio College | Jennifer Galbraith jgalbraith@mtsac.edu | ES | ✓ | ✓ | | |
| 28. Big Data Analytics For Business | 070200 | Mt. San Antonio College | Jennifer Galbraith jgalbraith@mtsac.edu | ES | ✓ | ✓ | | |
| 29. Geographic Information Systems (GIS) | 220610 | Mt. San Antonio College | Jennifer Galbraith jgalbraith@mtsac.edu | ES | ✓ | ✓ | | |
| 30. Criminal Justice Certificate Of Achievement | 210500 | Santa Monica College | Patricia Ramos ramos_patricia@smc.edu | EA | ✓ | ✓ | ✓ | |
| 31. Business Education Core Certificate Of Achievement | 050500 | Saddleback College | Anthony Teng ateng@saddleback.edu | ES | ✓ | | ✓ | |
| 32. Business Education Foundations Certificate Of Achievement | 050500 | Saddleback College | Anthony Teng ateng@saddleback.edu | ES | ✓ | | ✓ | |
| 33. Logistics And Physical Distribution Associates Of Science Degree And Certificate Of Achievement | 051000 | Saddleback College | Anthony Teng ateng@saddleback.edu | EA | ✓ | ✓ | ✓ | |
| 34. Fundamentals Of Dental Assisting Certificate Of Achievement *Originally listed as "Orthodontist Assistant" in the March 2021 agenda. | 124010 | West Los Angeles College | Carmen Dones donescm@wlaac.edu | ES | ✓ | | ✓ | |
| 35. Real Estate Appraiser III Certificate Of Achievement | 051100 | West Los Angeles College | Carmen Dones donescm@wlaac.edu | EA | ✓ | ✓ | ✓ | |

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.

a. **Modified Program Recommendation**; **Motion:** Mike Slavich, Rio Hondo College; **Second:** Mon Khat, Los Angeles Pierce College;
APPROVED

1. **Construction Inspection**, Citrus College
 - Modifications were made to justify alignment with new accreditation requirements.
2. **Construction Quality Control**, Citrus College
 - Modifications were made to justify alignment with new accreditation requirements.
3. **Construction Management A.S.**, Citrus College
 - Change of title
 - Conducted update of course content to meet current industry demands.
 - As part of the ongoing continuous improvement, additional modifications, including the addition of new Certificate programs are anticipated in next year, as the industry advisory council provides further feedback.
4. **Construction Management CoA**, Citrus College
 - Modifications were made to justify alignment with new accreditation requirements.
5. **Public Works Administration A.S.**, Citrus College
 - Change of title
 - Conducted update of course content to meet current industry demands.
 - As part of the ongoing continuous improvement, additional modifications, including the addition of new certificate programs are anticipated in next year, as the industry advisory council provides further feedback.
 - Modifications were made to justify alignment with new accreditation requirements.
6. **Public Works Administration CoA**, Citrus College
 - Change of title
 - Reduction in total units required
 - Conducted update of course content to meet current industry demands.
 - Replaced courses with content incorporated into other existing updated course content.
 - As part of the ongoing continuous improvement, additional modifications, including the addition of new certificate programs are anticipated in next year, as the industry advisory council provides further feedback.

7. [Public Works Maintenance Services](#), Citrus College
 - Reduction in total units required
 - Conducted update of course content to meet current industry demands.
 - As part of the ongoing continuous improvement, additional modifications, including the addition of new certificate programs are anticipated in next year, as the industry advisory council provides further feedback.
8. [Wildland Resources And Forestry A.S.](#), Citrus College
 - Added (4) Course options to increase class availability and completion of the A.S.:
 - BIOL 105 – General Biology – 4 units
 - BIOL 105H – General Biology Honors – 4 units
 - CHEM 110 – Chemistry – 5 units
 - CHEM 110H – Honors Beginning Chemistry – 5 units
9. [Museum Assistant Certificate](#), Fullerton College
 - Changing the four letter descriptor from Art to Art-H for Art History.
10. [Certificate Of Achievement in Global Trade And Logistics](#), Los Angeles Harbor College
 - Added Core Courses
 - Added Electives
 - Changed a couple courses from Core to Elective
 - Omitted Courses
11. [Associate Of Arts In Business Management](#), Los Angeles Harbor College
 - Added Electives
 - Omitted Electives
12. [Biological Technology – Computational Biology](#), Pasadena City College

VII. Update, Discussion, and/or Action Item

- a. Program Recommendation process videos

Dr. Audrey Childers, Los Angeles Director, LAOCRC

- Discussion: Dr. Audrey Childers shared that together with Mrs. Lupe Aramburo, both put together videos regarding the program recommendation process. The videos are now available on the www.LAOCRC.org website under program recommendation, by clicking the process tab. Ms. Marla asked if there is a document colleges can send to the state confirming the programs that are recommended, without having to wait for the approved minutes until the following month. Dr. Wilson confirmed there is not a document, that the approved minutes are the official document. She added that unapproved minutes have been previously submitted, and they have been rejected because the approved version is required. Dr. Gustavo Chamorro added that this is a topic that can be discussed with the work group to possibly create a preliminary version that includes the recommended programs while the remainder of the minutes are completed. Ms. Jennifer Galbraith mentioned that it would have to be a process that both the state and campuses approve, considering that approved minutes are also required on the campus level.

b. CCCAOE Representative

Dr. Gustavo Chamorro, Orange County Director, LAOCRC

- Discussion: Dr. Chamorro shared that he was supposed to serve on CCCAOE as the representative for the LA/OC region; however, since he will be retiring, Ms. Marla Uliana has offered to stay. He would like to open it to any others who are interested to send him an email, where the names will be sent to the board.

VIII. Updates

a. Districts

- I. Cerritos
- II. Citrus – In the process of selecting their new president with 3 finalists, and should have been selected by the June meeting.
- III. Coastline – VP of Instruction. Dr. Vince Rodriguez has been named the next President of Coastline.
- IV. Compton – CTE is undergoing a marketing campaign for the entire program, including everything social media, web, and print. They have also been engaged in building an integrated community around the conversion of augmented and virtual reality to create a sense of having the centers throughout their campus for student’s space of extracurricular, etc.
- V. Cypress – Currently posted an Interim Health Science Dean opening.
- VI. East Los Angeles
- VII. El Camino
- VIII. Fullerton – This year Fullerton will be looking for 4 new deans: Natural Sciences, Humanities, Math, and Fine Arts.
- IX. Glendale
- X. Golden West
- XI. Irvine Valley
- XII. Long Beach
- XIII. Los Angeles City – In the Process of hiring a VP AS. In the meantime, there is a position for apprenticeships, innovation and technology open to adjuncts, full time, and LACCD.
- XIV. Los Angeles Harbor – New VP AS will begin June 1st. There are 4 faculty positions posted, Business Instructor, Computer Information Systems Instructor, and two Nursing positions.
- XV. Los Angeles Mission College – Starting their new permanent VP AS mid-June. The president is retiring at the end of June as well. There were also entrepreneurship world series of workshops over the last months which went very well, videos will be posted.
- XVI. Los Angeles Pierce – Looking for a permanent VP of Student Services, VP AA, and president.

- xvii.** Los Angeles Southwest College – The AI Foundations Certificate has been approved and it will go to the state. The intent is to have it pre-approved for the region.
- xviii.** Los Angeles Trade-Technical – Trying to take back as many on campus courses as possible.
- xix.** Los Angeles Valley
- xx.** Mt. SAC
- xxi.** Orange Coast
- xxii.** Pasadena City – Recruiting CTE Dean, applications are due May 27th, 2021.
- xxiii.** Rio Hondo
- xxiv.** Saddleback
- xxv.** Santa Ana College
- xxvi.** Santa Monica
- xxvii.** Santiago Canyon – Just hired Joyce Carrigan for the Hybrid Bio-manufacturing position.
- xxviii.** West Los Angeles

VIII. Adjourn

The next CRLC Meeting will be a Conference Call on June 17, 2021 from 8:30 A.M. – 9:45 A.M.