

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

Approved Minutes: September 21, 2017

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

Voting Members present:

- Rick Miranda, Cerritos CCD
- Nick Real, Cerritos CCD
- Marti DeYoung, Citrus CCD
- Arvid Spor, Citrus CCD
- Abiodun Osanyinpeju, Compton CCD
- Virginia Rapp, El Camino CCD
- Randal Davis, El Camino CCD
- Jan Swinton, Glendale CCD
- Melissa Infusino, Long Beach City CCD
- Michelle Grimes-Hillman, 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
- Kathleen Reiland, North Orange County CCD
- Rocco Cifone, Pasadena Area CCD
- Bart Hoffman, Rancho Santiago CCD
- Von Lawson, Rancho Santiago CCD
- Bruce Noble, Rio Hondo CCD
- Mike Slavich, Rio Hondo CCD
- Patricia Ramos, Santa Monica CCD
- Corine Doughty, South Orange County CCD
- Anthony Teng, South Orange County CCD

Voting Members absent:

- Rodney Murray, Compton CCD
- Nancy Jones, Coast CCD
- Lisa Knuppel, Coast CCD
- Michael Ritterbrown, Glendale CCD
- Monte Perez, Los Angeles CCD
- Barbara Freund, Pasadena CCD
- Frank Dawson, Santa Monica CCD

- I. Meeting called to order at 8:35 a.m. by Anthony Teng, *Chair, Dean Resource Associates*
- II. Voting Member Roll Call by Maria Madrigal, *LAOCRC Administrative Secretary*
- III. Minutes from June 15th, 2017 CRLC Meeting were approved as submitted
 - a. **Motion:** Bart Hoffman, Rancho Santiago CCD; **Second:** Von Lawson, Rancho Santiago CCD; **APPROVED**
- IV. Information/ Presentations & Discussion
 - a. **Program Recommendation Process**
 - i. **DRA meeting**
 1. CEO Executive Committee met during summer and approved to have one Voting Member per college (implemented in October 2017 meeting)
 - a. An email will be sent out to CEOs and CC: CIO and current Voting Members
 - b. New Voting Members will be nominated from the President/Chancellor
 - c. Bylaws will be changing due to the new Voting Member Structure

Anthony Teng, Chair, Dean Resource Associates

Alex Davis, Member, Dean Resource Associates

- d. There were concerns if an Alternate Voting Member can be added in case the Voting Member cannot make the monthly meetings
 - i. This item will be added in the next DRA and CEO Executive Committee meeting agenda
 - 2. Madelyn Arballo emphasized the importance of creating a council for non-credit or choose someone to represent the non-credit system in LAOCRC
 - a. This item will be added in the next DRA and CEO Executive Committee meeting agenda
 - i. The CEO Executive Committee will meet in November 2017
 - ii. **Statewide Program Recommendation Application** *Gustavo Chamorro, Interim OC Director, LAOCRC*
 - 1. **Program Submission Site**
 - a. The new Program submission site is live; <https://www.regionalcte.org/>
 - i. Please click [HERE](#) to see instructions
 - ii. Recommended changes or additions to the website
 - a. Voting Members would like to have a passcode to certify access to those who want to access the Program submission site to upload programs
 - i. Voting Members suggested a timeline of the process be uploaded to the website
 - b. LAOCRC Website
 - i. Pages need to be updated with the new process
 - i. Maria Madrigal to update the web pages
 - ii. LAOCRC is working in renovating the website
 - iii. **Program Recommendation Flow Chart**
 - 1. **COE** LMI Requests
 - a. The 2 weeks turnaround in receiving LMI needs to be revisited because it is not a realistic when receiving multiple requests
 - b. Program LMI Requests vs. Data Requests
 - i. COE to add an option on the COE website where people can choose between a “Program LMI Request” or a “Data Request” for information/exploratory purposes
 - c. Who has access to submit LMI requests to COE?
 - d. COE to upload all LMI requests to the COE website
 - 2. Due to the “freeze” during summer and the changes LAOCRC is undergoing there was a call to vote for the following:
 - a. *All NOIs approved in last 12 months are to be given an additional 6 months for Program Recommendation to their expiration date and to keep the “old” Program Recommendation” process while the new process is completed*
 - i. Motion: Marti DeYoung, Citrus CCD; Second: Patricia Ramos, Santa Monica CCD; **APPROVED**
- b. **Bylaws Review**
 - i. **Nomination of new DRA member** *Richard Verches, L.A. Director, LAOCRC*
 - 1. Rocco Cifone was nominated as a Dean Resource Associate
 - a. APPROVED with 19 Voting Member’s votes (simple majority)
 - ii. **Nomination of CRLC Chair for 2017/2018** *Anthony Teng, Chair, Dean Resource Associates*
 - 1. Alex Davis was nominated as the CRLC Chair for 2017-2018
 - a. APPROVED with 19 Voting Member’s votes (simple majority)
 - iii. **Nomination of CRLC Vice Chair for 2017/2018**
 - 1. Patricia Ramos was nominated for the CRLC Vice Chair for 2017/2018

- a. APPROVED with 14 Voting Member's votes
2. Anthony Teng was nominated for the CRLC Vice Chair for 2017/2018
 - a. 7 Voting Member's votes

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

- a. Los Angeles Director*
 - i. Richard Verches announced the new CTE rebranding to "Career Education"
 1. #CACareerEducation
 2. The Executive Director position has been approved by the Fiscal Agent and will be posted soon
- b. Orange County Director*
- c. Dean Resource Associates Chair
- d. Strong Workforce Director
- e. Fiscal Agent
 - i. SWP Quarterly Reports
 1. October 2nd Nova goes live
 2. Janeth Manjarrez to send email regarding this matter
- f. Districts
 - i. Cerritos
 - ii. Citrus
 - iii. Coast
 - iv. Compton
 - v. El Camino
 - vi. Glendale
 - vii. Long Beach
 - viii. Los Angeles
 - 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. Informational Items
 - i. **Chancellor's Office Update** *Robin Harrington, Specialist,*
Workforce and Economic Development Division
 1. Robin Harrington reviewed Chancellor's Updates please see document [HERE](#)
 - ii. **CCCAOE Update** *Nick Real, VP- LA/OC Region*
 1. To view Power Point, please click [HERE](#)
 - iii. **Preapproved programs**
 1. Business Information Worker II, *Los Angeles Harbor College*
 - iv. **Notices of Intent (X: Program Application Submitted)**
 1. Advanced Materials and Diagnostics Repair, *Cerritos College*
 2. Collision Repair Management, *Cerritos College*
 3. Alternative Fuels and Advanced Technology, *El Camino College*
 4. Entrepreneurial Studies, *El Camino College*
 5. Homeland Security, *El Camino College*
 6. Automotive Chassis Specialist-CoA, *Fullerton College*

7. Automotive Emission Control Specialist-CoA, *Fullerton College*
8. Automotive Management-CoA, *Fullerton College*
9. Automotive Service-CoA, *Fullerton College*
10. Automotive Technology-AS, *Fullerton College*
11. Construction Technology-AS, *Fullerton College*
12. Fashion Merchandise-AA, *Fullerton College*
13. Pattern Maker-CoA, *Fullerton College*
14. Product Development for the Apparel Industries-CoA, *Fullerton College*
15. Autism Technician, *Golden West College*
16. Costume Production and Wardrobe Technician, *Golden West College*
17. Addiction Studies (Formerly Drug and Alcohol Program), *Los Angeles City College*
18. Boot Camp Skill-CoA, *Los Angeles City College*
19. Digital Imaging & Visual Communications, *Los Angeles City College*
20. Engineering Technician-CoA, *Los Angeles City College*
21. Family and Consumer Studies/Dietetics: AST, *Los Angeles City College*
22. Family and Consumer Studies/Dietetics: Certified Dietary Manager, *Los Angeles City College*
23. Health and Fitness Specialist/Personal Trainer, *Los Angeles City College*
24. Human Services (Generalist), *Los Angeles City College*
25. Music Education Skill-CoA, *Los Angeles City College*
26. Paralegal Certificate for Degree Holders, *Los Angeles City College*
27. Technical Theater: Entertainment Technology, *Los Angeles City College*
28. Web Development using MEAN stack, *Los Angeles City College*
29. Construction Technology Technician, *Los Angeles Mission College*
30. Drone Pilot, *Mt. San Antonio College*
31. Supply Chain Management, *Mt. San Antonio College*
32. Personal Care Aide Training, *Orange Coast College*
33. Preschool Teacher-AA, *Orange Coast College*
34. Unmanned Aerial Systems (UAS) Technology, *Orange Coast College*
35. Yoga Instructor Training, *Orange Coast College*
36. Archives and Digital Collections Assistant, *Pasadena City College*
37. Entrepreneurship, *Pasadena City College*
38. Library Technology, *Pasadena City College*
39. Healthcare Technology Optimization Specialist, *Saddleback College*
40. Agency Film Production, *Santa Ana College*
41. Audio Video Technician, *Santa Monica College*
42. Barbering, *Santa Monica College*
43. Game Design, *Santa Monica College*
44. Legal Office Clerk, *Santa Monica College*
45. Medical Office Clerk, *Santa Monica College*
46. Reality Television Production, *Santa Monica College*
47. Social Media Assistant, *Santa Monica College*
48. Administration of Justice/Corrections, *West Los Angeles College*

VI. Action Items

a. Consent

i. Online Program Recommendation

1. Medical Assistant-CoA_AS, *East Los Angeles College*

- a. **Motion:** Bart Hoffman, Rancho Santiago CCD ; **Second:** Von Lawson Rancho Santiago CCD; **APPROVED**
2. Fashion Merchandise-AA, *Fullerton College*
 - a. **Motion:** Von Lawson Rancho Santiago CCD; **Second:** Mike Slavich, Rio Hondo CCD; **APPROVED**
3. Patternmaker-CoA, *Fullerton College*
 - a. **Motion:** Alex Davis Los Angeles CCD ; **Second:** Bart Hoffman, Rancho Santiago CCD; **APPROVED**
4. Product Development for the Apparel Industries-CoA, *Fullerton College*
 - a. **Motion:** Von Lawson Rancho Santiago CCD; **Second:** : Mike Slavich, Rio Hondo CCD; **APPROVED**
5. Video Engineering-CoA, *Mt. San Antonio College*
 - a. **Motion:** Doug Benoit, North Orange County CCD; **Second:** : Mike Slavich, Rio Hondo CCD; **APPROVED**
6. Autism Services Technician-CoA_AS, West Los Angeles College
 - a. **Motion:** Alex Davis Los Angeles CCD; **Second:** Von Lawson Rancho Santiago CCD; **APPROVED**

b. Other

- i. Recommended to approve Alex Davis as Chair of the CRLC for 2017/2018.
- ii. Recommended to approve Patricia Ramos as Vice Chair of the CRLC for 2017/2018.

VII. Adjourn

The Los Angeles Region SWP Meeting will take place from 10:30 A.M. – 1:30 P.M. in Room Crystal A. The Orange County SWP Meeting will take place from 10:30 A.M. – 1:00 P.M. in Room Artesia/La Palma.
Next CRLC Business Meeting will be on October 19, 2017 at Sheraton Hotel- Cerritos.

WiFi Password: **Sheraton2016**