

Career Education Deans Meeting

July 22, 8:30am to 11am | Zoom Meeting Materials

| | AGENDA | | |
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| This discussion | Special Topic: Career Education Virtual Server Farm – Discussion (8:30 to 9:30) This discussion will be led by District IT, Peter Maharaj Expanded participation – Deans encourage to invite faculty, admin, and local IT (or whomever they feel is appropriate) | | |
| Welcome | Introductions Purpose & Intent | All A. Perman | |
| CTE Virtual Server Farm | Opportunities and Challenges Discussion | P. Maharaj All | 1 hour |
| Regular Caree | r Education Deans Meeting: | | |
| CTE Online | Brief update and check-in from District Online | B. Weston | 10 min |
| Perkins | Closing out 2020-21 (Q4 and Final Report) 2021-22 Application - Approved Budget Alignment Reserve Funds – still no new news August 5 – CLNA Kick-off Meeting Updated materials and resources District IR presentation JSPAC (Alex) | A. Perman | 15 min |
| SWP | Regular Meetings with State Monitor Reminders: Round 3 report to cabinet next week Short term programs RFA for supply chain logistics Advancing SD - Cybersecurity & Medical Assistant preferred provider | All | 15 min |
| CTE Transitions Credit by Exam | HS to College SDCCE to College Process Updates Outcomes Report | A. Perman | 10 min |
| EMSI | Career Coach Other | All | 10 min |
| CTE Outcomes | Standing Agenda Item (CTE Equity) Equity within Career Pathways – what does this mean to you? | All | 15 min |
| 2021-2022 Planning | What issues or topics are in need of attention? | All | 10 min |
| Close | Round Table | All | 5 min |

Perkins V – CLNA Planning Meeting

Thursday, August 5, 2021 | 9am to 11am | Zoom | Meeting Materials

Career Education Deans meeting focused solely on the Comprehensive Local Needs Assessment (CLNA). The 2022-2024 CLNA is due in Spring 2022 and will be utilized to inform the 2022-23 and 2023-24 Perkins Applications and all Perkins funding decisions for those two years. Each SDCCD institution will complete a local CLNA that will inform the comprehensive districtwide CLNA. The Districtwide CLNA will be submitted to the State.

| | AGENDA | | |
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| Welcome | Purpose & Intent Reminders – State guidance remains unknown | A. Perman | 5 min. |
| CLNA Overview | Perkins V – General – <u>see handbook</u> Needs Assessment - Key components and requirements Consultation Special Populations | A. Perman | 10 min. |
| Local Processes | Round Table Sharing – each institution to share: What did you do last time? What went well? What challenges did you face? Lessons Learned / Key Takeaways? | City Mesa Miramar SDCCE | 15 min. |
| 2022-2024 CLNA Planning | 2021-22 CLNA Reporting Guide and Worksheet Packet Available Resources – Reports and Data • Districtwide Launchboard Summary • Districtwide CTE Data Brief (part 1) Timeline(s) | A. Perman | 40 min. |
| Closing Gaps | Group Discussion - Leveraging the process to focus attention on gaps and funding interventions to close gaps | All | 20 min. |
| Career Education Students with disabilities | Opportunities for collaboration & planning Special Guest: Poppy Fitch, Director, District Office for Disability Support Programs and Services (DSPS) District DSPS Office Brief presentation on DSPS student success and employment. • DSPS CTE Students • District Grants and Programs • DSPS Workability III • DSPS College to Career Discussion | P. Fitch | 10 min |
| Close | Round Table | All | 5 min. |

Career Education Deans Meeting

September 23, 8am to 11am | Zoom Meeting Materials

| AGENDA | | | |
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| | Career Education Deans Discussion with State Monitor (8 please bring your questions | 3:30 to 9:30) | |
| Welcome | Introductions | All | |
| Updates | Perkins Strong Workforce | K. Gilks | 1 hour |
| Discussion | Open Discussion and Q&A | All | |
| Regular Caree | er Education Deans Meeting (9:00am to 11am) | | |
| CTE Online | Update and check-in from District Online | B. Weston | 15 min |
| Perkins | Updates & Reminders Purchasing Budget Alignment 2021-22 Due Dates CLNA – available data and reporting resources JSPAC (Alex) | A. Perman | 15 min |
| SWP | Round 6 Percentage Allocations – discussion Collaborative Planning - projects Timeline – District approval (discussion) CTE Virtual Server Farm – Districtwide Educational Services Software Committee | All | 30 min |
| CTE Outcomes | CTE Equity – Standing Agenda Item Using the reports – what do we have? What does it say? And what do you plan to do with it? CTE Data Brief Part 1 and Part 2 CTE-EOS Report HR/Staffing Report DSPS Dashboard Districtwide Black Student Success Workgroup – Draft research agenda | All | 45 min |
| Reminders | Short-term Programs – Regional Request WBL Faculty Training Course Launchboard Webinars CTE Biennial Review – Due in April Advisory Committee Lists – Due in April WBL SG21 section and student coding | A. Perman | 10 min |
| Close | Round Table | All | 5 min |



Career Education Deans Meeting

Timeline

October 27, 8am to 11am | Zoom Meeting Materials

| Meeting I | <u>Materials</u> | | |
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| | AGENDA | | |
| Districtwide dis | iscussion: Regional Strong Workforce Program Funds ar cussion with Grossmont-Cuyamaca Foundation and Regions encouraged to invite local business services representated. | onal Consortia Chair. Le | ad Career |
| Welcome | Introductions | All | |
| Regional SWP Funding Discussion | Current Challenges and Opportunities for Improvement | All | 1 hour |
| Close | Review of key decisions and action items | All | |
| Regular Caree | r Education Deans Meeting (9:00am to 11am) | | |
| Marketing & Outreach | Spring recruitment | L. Menchaca, Acting Dean of Outreach | 15 min |
| Adult Learners | What do you know and what do you wish you knew? Planning for increased, intentional focus on recruitment and retention of adult learners | All | 15 min |
| Perkins | Updates & Reminders • Q1 Report Budget Alignment Finance Reports 2021-22 Due Dates Regional Reports – CLNA and Equity Report (COE) Roundtable: Current CLNA timeline planning JSPAC (Alex) | A. Perman All A. Berry | 20 min. |
| SWP | Districtwide Extensions for Round 5 and Round 6 • Internal timeline and deadlines to meet revised due date NOVA Certifier Financial reporting Regional Request – due 10/28 July 2022 BOT Report on SWP | All | 30 min. |
| CTE Biennial Review | Reminders Report Format – Dashboard usage and evidence | A. Perman All | 10 min. |
| Reminders & Updates | Advisory Committees - Spring Board Submission Regional Impact Report District coordination and submission | A. Perman | 10 min. |

| | ASCCC listings City – none listed Mesa – none listed Miramar – Darrel SDCCE - John Louie | | |
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| CTE Outcomes | CTE Equity – Standing Agenda Item Grant Opportunities SDCCE to College Pathways K16 Pathways Learning Aligned Employment Program Course Preferences Survey | All | 15 min |
| Close | Round Table | All | 5 min |



Career Education Deans Meeting

November 18, 9am to 11am | Zoom

| AGENDA | | | |
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| Outreach | SDCCD Week – promotion of career education programs | L. Menchaca, Acting Dean of Outreach | 30 min |
| Perkins | CLNA guidance from the State (memo) <u>Launchboard Summary</u> - updates JSPAC (Alex) | A. Perman | 15 min |
| SWP | Timeline and expectations NOVA Certifiers July 2022 BOT Report on SWP – content and timeline planning Regional SWP contracts – upcoming meeting Nonclassroom assignments (Alex) - round table on processes - From the point at which a decision is made to fund an assignment to the charges actually hitting the budget? | All | 30 min. |
| CTE Outcomes | CTE Equity – Standing Agenda Item Recovery with Equity: Roadmap for Higher Education After the Pandemic • Report Summary • Recover with Equity – Full report • Recovery Framework and Key Levers Career Education Reporting Course Preferences Survey | All | 30 min |
| Reminders & Updates | CTE Biennial Review | A. Perman | 10 min. |
| Close | Round Table Future Agenda Topics | All | 5 min |

Career Education Deans Meeting

December 9, 8:30am to 11am | Zoom Meeting Materials

| | AGENDA | | |
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| Welcome | Agenda Review CTE Equity – Standing Agenda Item: DSPS CTE Data Discussion Regional CLNA Report Summary and Jamboard Activity | A. Perman | 5 min |
| CTE DSPS | DSPS CTE Data Discussion Guests Poppy Fitch, District Director of DSPS and Marc Grabiel, District Research Analyst Context Setting DSPS Dashboard Discussion | All | 1 hr. |
| Perkins | Q2 report due January 4 Chancellor's Office CLNA webinar 12/14 Regional CLNA Report • Report Summary and Jamboard • Full Draft Regional CLNA Report | A. Perman | 20 min |
| SWP | Marketing RFAs – Roundtable Each college to share State Monitor Updates R5 & R6 Project Submissions (NOVA) February's Financial Reporting Local Process Meetings Regional SWP Funds – Process Mapping • 12/14 11 to noon • 1/6 3:30 to 5 | City College, Mesa College, Miramar College, College of Continuing Education A. Perman | 30 min |
| Reminders & Updates | CTE Biennial Review Program Fact Sheets available TOP/SOC issues Shared Folder Program Fact Sheets List of Programs Process documents Worksheets Future Agenda Topics January ETI | A. Perman | 10 min. |

| | CLP updates and marketingFebruary – State Monitor | | |
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| Outreach | Spring CTE Showcase & Community Engagement Event Planning Luke Menchaca, District Outreach Outreach Coordinators Welcome to Attend | L. Menchaca / All | 30 min |



Career Education Deans Meeting

February 4, 9am to 11am | Zoom

| | AGENDA | |
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| Welcome | Agenda Review Meeting Minutes | 5 min |
| Credit for Prior Learning | Special Guests: Dean Shelly Hess, District Curriculum Services and Acting Dean, Luke Menchaca, District Outreach Status update: Industry Certifications, Portfolio, Military Discussion: Promoting CPL opportunities for potential and current students | 15 min |
| Career Pathway Showcase | Special Guest: Acting Dean, Luke Menchaca, District Outreach Spring Event Proposal | 15 min |
| Project Updates | CTE Equity – Standing Agenda Item CTE Regional Economic Impact Report (EMSI) • SDCCD economic impact report Regional Black CTE Student Success Focus Groups Districtwide Black Student Success Research Agenda Update of launchboard summaries – 2019-2020 data • Districtwide Summary • City College Summary • Mesa College Summary • Miramar College Summary • College of Continuing Education Summary | 10 min |
| Perkins | Perkins Updates 2021-22 Financial Reports – available in folder 2022-2024 CLNA - tools, deadlines and reminders 2022-23 Application – tools, deadlines, and reminders Head Count Regional Workshops – Regional Report JSPAC Workshops | 30 min |
| SWP | SWP Updates State Monitor Updates Financial Reporting (R5 - 2/4, R4 – 5/16, and R6 6/17) | 30 min |



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| Reminders & Updates | R6 Project Plans – resubmission R7 Project Plans – due in October R4 Report to the Board | 10 min |
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| Close | Future Agenda Topics: | 5 min |



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Career Education & Workforce Development

Career Education Deans Meeting

February 24, 9am to 11am | Zoom

| | AGENDA | | |
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| Welcome | Agenda Review Meeting Minutes | 5 min | |
| Career Pathway Showcase | Special Guest: Acting Dean, Luke Menchaca, District Outreach Spring Event Planning Lead contacts by program – for inquiries from community partners and potential students | 20 min | |
| CTE Student Equity | Standing Agenda Item 9+ CTE Units – Districtwide Student Centered Funding Formula Dashboard • Summary • Full spreadsheet Untapped Opportunity – Understanding and Advancing Prospects for Californian's without a degree, Feb 2021, CA Compete • Full report • SDCCD Summary | 20 min | |
| Perkins | Perkins Updates 2021-22 • Q3 report due in April • Financial reports 2022-23 • Updates to Districtwide CLNA Guide and Worksheet Packet • Timeline changes • Head Count • Application planning – 70% of current budget • DSPS funding requests Comprehensive Regional Needs Assessment 2022 Report and workshops – reflective questions JSPAC Workshops – Alex | 30 min | |



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| Strong Workforce Program | Round 4 • Financial reporting due May 14 – no district approval • Worksheet for Board Report – Due March 25 Round 5 Project Plans and Financial Reporting (debrief/check-in) Round 6 • Revised project plans due March 18 • Financial reporting due June 16 Round 7 – Project plans due in October Regional • Contract Management Process Improvements (check in) • Employer Relations Liaison • COE reports • Credentials and Licenses • Child Development | 30 min |
| Reminders & Updates | Due April 29: | 5 min |
| Close | March Meeting: ETi Presentation Faculty Engagement Advisory Committees Handbook Review Checklist tool development CTE Liaisons - Discussion Round Table | 5 min |



Career Education Deans Meeting

March 24, 9am to 11am | Zoom

| | AGENDA | | |
|--------------------------------|--|----------------------------|--|
| Welcome | Agenda Review Introductions | 5 min | |
| ETi | Special Guests: Laurie Coskey, Caron Lieber, Andrei Lucas, & Michelle Gray Presentation on the San Diego Community College District Employee Training Institute (ETi) Discussion – opportunities to engage, support, and connect to credit college programs; partnership opportunities to meet employer requests | 10 – 15 min 10 – 15 min | |
| Outreach | Special Guest: Acting Dean, Luke Menchaca, District Outreach Spring Career Pathways Showcase – planning Lead contacts by program – for inquiries from community partners and potential students | 20 min | |
| Perkins | Perkins Updates 2021-22 • Q3 report due in April Monday, 4/4 • Financial reports – in folder 2022-23 • Reminders • Contacts & SS Goals & Metrics, 4/4 • Application and CLNA Materials, 4/29 • Allocations / Tentative Budget – pending JSPAC Workshops – Alex | 10 min | |
| Strong Workforce Program | Project Plans R6 – revised plans have been certified R7 – due in October Fiscal Reporting R4 – May 14 R5 – waiting on extension – no news yet R6 – June 16 Report to the Board – Round 4 worksheets due 4/4 – flexible deadline | 10 min | |

| Faculty Engagement & Support | Regional | 30 min |
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| | CTE Liaisons | |
| Reminders & Updates | Due April 29: | 5 min |
| Close | Future Agenda Topics • April – CTE research questions and needs Round Table | 5 min |



Career Education Deans Meeting

April 28, 9am to 11am | Zoom

| | AGENDA | |
|--------------------------------|--|--------------|
| Welcome | Agenda Review Meeting Minutes Approval | 5 min |
| Perkins (Part 1) | Perkins Updates CLNA process sharing – Roundtable How did it go? What data did you use? What went well? What do you hope to improve in the future? 2021-22 • Finance reports will be added to the shared folder • Reporting reminders 2023-23 • Application due 4/29 • CLNA due 4/29 • Deadlines and materials due • Reminders Reserve Funds RFA • Important Dates & Highlights • Slides from the Bidders Conference • NOVA application questions • Application Planning – Roundtable Please come prepared to share your application ideas JSPAC Workshops – Alex | 30 to 45 min |
| Strong Workforce Program | Project Plans Reporting Reporting Report to the Board – Round 4 June BOT; May 19 th deadline; draft will be shared as soon as possible for feedback Regional Contract Management Process Improvements (check in) | 10 min |



| | Other? | |
|--------------------------------|---|--------------|
| CTE Biennial Review | Worksheet and confirmation of evidence due 4/29 Advisory Committee lists due 4/29 Process Check-in | 10 min |
| | Special Guest: Victor DeVore, Dean, Student Services, District Office, will be joining the meeting at 10am Presentation and discussion on Perkins VTEA reporting | 30 to 45 min |
| D . 11 | Perkins Headcount – data elements and process reminders | A. Perman |
| Perkins (Part 2) | Perkins VTEA questions (visuals) • Recent Process Updates • Q&A | V. DeVore |
| | Areas for Improvement • Staff enrollments | All |
| Student Success & Equity | Adult Learners • Preserving Completion • Full report • Link to presentation and Screenshots of key takeaways Discussion: What are your local processes/opportunities to explore data on student needs and discuss interventions? Additional Reports and Resources: • National & State Trends in Degree Attainment for Black Adults • National & State Trends in Degree Attainment for Latino Adults • Aiming for Equity – a Guide for Statewide Attainment Goals for Racial Advocates | 15 min |
| Reminders | CTE & Noncredit Conference (May 12 – 14) • Confirmation – who is sending folks? Learning Aligned Employer Program (LAEP) • Flyer • Email update from 4/6/22 • Funding Estimates by College • Employer Agreement • WBL and Career Center Folks should connect with local Financial Aid | 5 min |

| Close | Future Agenda Topics | 5 min |
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| | Round Table | |



Career Education Deans Meeting

May 26, 9am to 10:15am | Zoom

| | AGENDA | |
|---|---|--------|
| Welcome | Agenda Review | 5 min |
| Strategic Planning | <u>Districtwide Strategic Plan</u> (Distributed Districtwide 5/25) Provide feedback via <u>this survey</u> <u>Districtwide CLNA</u> <u>Summary of Districtwide Observations & Strategies</u> New Sector Analysis from COE | 10 min |
| Perkins | 2021-22 – Q4 due July 5 (Narratives and Activity Reports) Final report due end of July in NOVA (plus submitted program accomplishment narratives) 2022-23 – Substantially Approved as of 5/25 Reserve Funds – Apps due 5pm on Tuesday, 5/31 | 15 min |
| SWP | General check-in Report to the board Financial Reporting Reminders: Round 5 - Extension granted through September 30, 2022 Round 6 - (Q1 and Q2 of year 1) College financial reporting should be entered into NOVA by no later than by June 17 Evidence of your local approval must also be submitted. It is up to each institution to determine what is most appropriate to provide as evidence based on your current local controls. Round 7 - Project Plans due in October | 15 min |
| CTE Biennial Review & Advisory Committee Lists | Process Reminders Program Reflection - <u>Living Wage and Supply/Demand Gap</u> 2024 Submission Planning – process changes | 15 min |
| Employers paying for tuition+ | Brief update on Amazon Career Potential model for accepting funding for program participation | 5 min |
| Close | Future Agenda Topics Handshake (June Demo) - Alex ERLs? Fall planning 2022-23 Meeting Schedule Summer 2023 – updated data for spring 2024 CLNA & Biennial Review | 10 min |