



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

Career Education & Workforce Development

CTEA Deans Meeting

July 30, 1pm to 3pm

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of June Minutes	A. Perman All	5 min
Perkins	2019-2020 Final Report Due August 3 2020-21 Perkins V - Substantially Approved CLNAs from other Institutions CLNA Strategies – review and alignment discussion	All	1 hr.
Grant Opportunity	<i>Guest: Dean Antonio Alarcon, Instructional Services Department</i> DOL's Strengthening Community Colleges Training Grants FOA-ETA-20-07 <ul style="list-style-type: none">• Available direct to institutions• Applications due on October 8	All	30 min
Partnership Development	San Diego Workforce Partnership <ul style="list-style-type: none">• Training FAQs• SDWP In Demand Job List Recommendations	All	10 min
Updates & Reminders	Districtwide Career Education Data Brief Advisory Committee Handbook Flex Week Subject Area Meetings – special request Other: <ul style="list-style-type: none">• COVID 19 and Fall Planning – <i>congratulations to Mesa College for CCCCCO webinar presentation!</i>• Memo from Webber• 2020-21 Calendar• MIS SG21 WBL Planning• Career Education Programs Page• CTEOS call for proposals	All	10 min
Close	Round Table	All	5 min

Meeting Materials:

- June Meeting Minutes
- Perkins Document Submission Info - 2019-2020 Final Report
- Perkins V CLNA Summary of Strategies
- Link to other CLNAs – Regional list
- Strengthening CC Grant Summary
- Link to draft Career Education Page
- Meeting Highlights MIS SG21 7/20/20
- 2020-21 Calendar and Draft Due Dates



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CTEA Deans Meeting

August 27, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of July Minutes	A. Perman All	5 min
Perkins	2019-2020 Q4 reports approved 2019-2020 Final Report in process of certification 2020-21 <ul style="list-style-type: none"> • Application Fully Approved • Draft Perkins V Handbook • Quarterly Reporting • Equipment Logging • Required Use – New worksheet • WEDD Webinar – Reserve Funds Updates CLNA Strategies – review and alignment discussion	All	45 min
SWP	WEDD Webinar – SWP Updates <ul style="list-style-type: none"> • Program Management Updates • Budget Timelines • Not-for-credit (tracking, metrics, etc.) • Finance Changes Round Five Distribution of Funds	All	15 min
Advisory Committee Handbook	Revised Handbook - Distribution / Implementation and Continued Feedback Processes <ul style="list-style-type: none"> • Districtwide team meeting(s) 	All	10 min
Programs Page	Career Education Programs Page – live Update Process: share what you send to Molly Ash	All	5 min
BOT Event	Advisory Committee Appreciation Event February 2021 – online Pre-recorded content Advisors of the year and student spotlight (1 per institution)	A. Perman	5 min
Grants	<ul style="list-style-type: none"> • Strengthening Community Colleges Training Grant (DOL) (TAACCT) 	T. Recalde / All	10 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> Report Summaries	A. Perman	5 min
Updates & Reminders	<ul style="list-style-type: none"> • Resiliency Report – Institution Specific Resources • MIS SG21 WBL Planning • CTE Transitions Annual Report on Faculty Activities • Navy CC • CTEOS Research Academy – 3 part workshops 	A. Perman	10 min
CRM	<i>Standing Agenda Item</i>	All	5 min
Close	Round Table	All	5 min



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Meeting Materials:

- July Meeting Minutes
- Perkins V CLNA Summary of Strategies
- Link to draft Career Education Page
- Link to CTE Transitions Credit by Exam Annual Report on Faculty Activities
- MIS SG21 Recommendations to VPIs/VPSSs
- CTE Equity Resources (three pdfs)
- Resiliency Report – SDCCD specific summaries



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Career Education & Workforce Development

CTEA Deans Meeting

September, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of August Minutes	A. Perman All	5 min
Perkins	2019-2020 Final Report Submitted 2020-21 <ul style="list-style-type: none"> Perkins V Handbook - edits Equipment Logging Processes (in development) Required Use worksheet – due 9/25 Q1 report due 10/2 Reserve Funds – RFA to be released soon... 	All	10 min
SWP	Round Five Distribution of Funds Sector aligned regional investments – RFAs	All	5 min
Online	Update from OL & Distributed Learning Possible funding opportunity	A. Perman	15 min
Regional Director Engagement	New sector reports and recommendations (Advanced Manufacturing and Health) Institution-specific outreach and engagement	All	10 min
Curriculum	Credit for Prior Learning Regional Recommendations Process Code Alignment	All	5 min
CTE Transitions Credit by Exam	Fall faculty engagement for Renewal Agreements Business information worker – deans meeting SDUSD new agreement development Subject Area meetings 2020-21 Reporting <ul style="list-style-type: none"> SDCE to College SDUSD to College 	E. Anthony	10 min
Misc.	Virtual Server Farm Job Board	M. Romero	15 min
Updates & Reminders	Skill point WEDD webinar Advancing San Diego – Business Talent San Diego Workforce Partnership MIS SG21 WBL reporting – Process Committee and webpage Navy CC – not pursuing	A. Perman	10 min
SDUSD Partnership	K12 Pathways Coordinator – Introductions	SDUSD / S. Vielma	15 min
Standing Agenda Items	CTE Equity CRM		



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Career Education & Workforce Development

CTEA Deans Meeting

October 29 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of September Minutes	A. Perman All	5 min
Online	CTE Online Instruction – Support & Resources Discussion with Dean Brian Weston	All	30 min
Perkins	Quarterly Reporting <ul style="list-style-type: none"> • Program Activity Reports & Progress Narratives • Financial Management CLNA Planning <ul style="list-style-type: none"> • Timeline and resources Reserve Funds / RFA JSPAC (Alex)	All	30 min
SWP	Guiding Principles – Career & Employer Engagement and technology Incentive Funds NOVA training 11/18 – SWP application changes Regional RFAs	All	10 min
Regional Director Engagement	Advanced Manufacturing Districtwide Discussion 11/30 Health Business & Entrepreneurship	All	10 min
Pathways & Partnerships	K12 Pathways Coordinator Subject Area Meetings SDUSD – Certificate Proposals	All	10 min
Updates & Reminders	MIS SG21 WBL – meeting reminder: 11/5 XB09 – review requested Credit for Prior Learning (CPL): <ul style="list-style-type: none"> • BP and AP (timeline) • Tool Kit (ASCCC) • Presentations • Current CPL within institutions • Industry Certifications Cross Walks • October Reports of Interest – focused on CPL SDWP Recommendations	A. Perman	15 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> Districtwide African America/Black Student Success: Recruitment, retention and Wrap-around Services TaskForce – next month’s discussion will focus on defining success	All	5 min
Close	Round Table	All	5 min



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Career Education & Workforce Development

CTEA Deans Meeting

November 19, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of October Minutes	A. Perman All	5 min
Online	CTE Online Instruction – Support & Resources Discussion with Dean Brian Weston <ul style="list-style-type: none"> Online Support Models Online CTE Project Options 	All	30 min
Perkins	2020-21: Finance Update & Reminders, Q2 report due, & Reserve Funds 2021-2022 <ul style="list-style-type: none"> Application Materials CLNA - CTE Data Suggestions – <i>Example from Mesa</i> COE Program Fact Sheets and Tableau JSPAC Update (Alex)	All	30 min
Regional Director Engagement	Advanced Manufacturing - <i>Districtwide Discussion 11/30</i> Health (<i>Oct DW Clinical Adv Com</i>) Business & Entrepreneurship Cybersecurity Biotech	All	10 min
SWP	Incentive Funds – congrats to Miramar! NOVA training 11/18 – SWP application changes SWP K12 Pathways Coordinator SWP K12 Partner Meeting – January <ul style="list-style-type: none"> Updates from SDCOE & SDUSD (round 1, 2, and 3) Expectations for future partnership 	All	10 min
Updates & Reminders	SDUSD focused Counselor Conference/Educators Conf. February is CTE Month – what are you planning? XB09 – review requested; share feedback with Curriculum S. SG21 Data Reporting <ul style="list-style-type: none"> Summer 2021 Schedule – section level coding Student level coding Credit for Prior Learning (CPL): <ul style="list-style-type: none"> October Reports of Interest – focused on CPL Tool Kit (ASCCC) Current CPL within institutions (see list in folder) Industry Certifications Cross Walks – front load this work 	A. Perman	25 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> National Skills Coalition's Digital Divide CA Recommendations	All	5 min



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Career Education & Workforce Development

CTEA Deans Meeting

January 21, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of December Minutes	A. Perman All	5 min
Perkins	January Perkins Updates & Reminders Perkins Head Count Certification Perkins Handbook - updates JSPAC Update (Alex)	All	30 min
SWP	SWP Updates Marketing funds – round table update on use of funds Round 3 report <ul style="list-style-type: none"> Timeline (confirm due date) Worksheet Edits SWP K12 Partner Meeting – tomorrow 1/22 <ul style="list-style-type: none"> Partnership Expectations Regional Sector Investments Virtual Server Farm (Monica)	All	30 min
Updates & Reminders	CTE Online Support – HR inquiry regarding faculty PD Corporate Council – Feb 5 th 2021 SDWP Recommendations for Partnership Equivalency memo / min quals	C. Storey/M. Romero A. Perman	15 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> Stada Findings Student Parents CTE Data Report – summer 2021 Round table: Any new external or external resources or reports you want to share?	All	15 min
Close	Schedule changes Round Table	All	15 min



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Career Education & Workforce Development

CTEA Deans Meeting

February 25, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of January Minutes	A. Perman All	5 min
Perkins	February Perkins Updates & Reminders Perkins Head Count Certification Diversity Report (CLNA support) Local Planning teams – DSPS representation? JSPAC Update (Alex)	All	20 min
SWP	SWP Updates Project Plans round 4 and 5 – round table Updated Round 3 worksheet <ul style="list-style-type: none"> SWP Initiative Lists for expenses Due Monday 4/5 Virtual Server Farm (Monica) Distance Ed Support (Cassandra) SWP K12 Partner Meeting <ul style="list-style-type: none"> Continuing the communication Pathway Coordinator questions 	All	30 min
Updates & Reminders	SDWP Recommendations for Partnership CIC monthly updates from Regional Consortium SOC Code – Spring 2021 Review Advisory Committee Lists – Chancellor Cabinet request CTE Liaison Coffee Hours CTE Online Support – HR inquiry regarding faculty PD (C. Storey/M. Romero) Regional Curriculum Institute – next Friday Regional LMI training – first week of April	A. Perman	20 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> Equity Grounded Counseling – CTE focused Session State of Higher Ed for Black Californians State of Black Workers in San Diego SEM workshops Regional culturally competent curriculum training – 2 nd week of April	All	15 min
Close	Round Table	All	5 min



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CTEA Deans Meeting

March 25, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Review of the Agenda Approval of February Minutes	A. Perman All	5 min
CTE Online Support	Discussion with District Online & Distributed Learning Guests: Brian Weston & Liesl Boswell	All	30 min
Perkins	March Perkins Updates & Reminders Finance reports for 2020-21 Perkins Head Count & Application Planning Student Success Metrics Purchasing – trainings and campus specific guidance JSPAC Update (Alex)	All	15 min
SWP	SWP Updates Marketing Investment Outcomes – Mesa College Findings (Monica Romero) Reminders <ul style="list-style-type: none">Round 3 worksheet for cabinet reportRound 3 – fund level report to the State	All	15 min
Updates & Reminders	SOC Code – Spring 2021 Review EMSI – access and use inquiry LMI Training for Instructors & Counselors – May 3-5 Culturally Relevant Instructional Practice & Leadership to Serve Diverse Adult Learners – April 26-29 Sector Selection Process	A. Perman	15 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> CCCAOE Workshops – round table takeaways Black Student Success – reporting elements and examples	All	15 min
Close	Round Table April: <ul style="list-style-type: none">Monthly Deans Meeting - Peter Hester, District PurchasingApril 16 – SDWP Joint Partnership Committee Meeting	All	5 min

Additional Resources in Folder:

- Workshop Notes – National Skills Coalition’s February 25th session on “Policies for Access, Diversity, Equity and Inclusion in CTE”
- Regional Sector Selection Reminders – timeline and metrics
- Regional Training Flyers:
 - LMI Training for Instructors & Counselors – May 3-5
 - Culturally Relevant Instructional Practice & Leadership to Serve Diverse Adult Learners – April 26-29
- CCCAOE Selected Slides
- Images:



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- Framing Issues of Equity in the CTE Context
- Planning & Action for Equity



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CTEA Deans Meeting

April 29, 9am to 11am

[Zoom](#)

[Meeting Materials](#)

AGENDA			
Welcome	Review of the Agenda Approval of March Minutes	A. Perman All	5 min
Purchasing	<i>Partnership Discussion</i> <i>Guest: Peter Hester, District Purchasing & Contracts</i> <i>General Topics</i> <ul style="list-style-type: none"> Relationship between purchasing and campus business services How to better ensure efficient processing for grant funded purchases What to do when inconsistent practices arise Where to look for formal written procedures Grant requirements and spending challenges 	All	30 min
Perkins	April Perkins Updates & Reminders 2020-21 Finance reports, Q3, and upcoming deadlines 2021-22 Application CLNA Strategies JSPAC Update (Alex)	All	15 min
SWP	SWP Updates & Reminders Reporting Round 5 funding Round 3 Worksheets – summary for Cabinet K12 SWP Faculty Institute and Workshops	All	15 min
Updates & Reminders	SOC Code – Spring 2021 Review Sector Selection Process SDWP Partnership CTE & Noncredit Institute – 4/30 & 5/1	A. Perman	10 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> Black Student Success Week – Round Table Sharing: <ul style="list-style-type: none"> CTE Black Student Success activities and conversations 	All	15 min
Close	Round Table May: <ul style="list-style-type: none"> District Outreach CTE Online Support 	All	10 min

Additional Resources in Folder:

- March 26, 2021 Purchasing Workshop – notes and reference materials
 - Workshop Slides
 - Purchasing Manual



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May 27, 8:30am to 11am

[Zoom](#)

[Meeting Materials](#)

AGENDA			
Open Discussion with State Monitor	<i>Katie Gilks, SWP and Perkins, Assigned State Monitor</i> Introductions Updates Q&A / Discussion	All	1 hour
SDCCD Outreach	<i>Shakerra Carter, District Outreach</i> CTE Outreach	Shakerra Carter	20 min
CTE Online	<i>Brian Weston & Liesl Boswell</i> Updates	Brian Weston & Liesl Boswell	15 min
Perkins	May Updates & Reminders Closing out 2020-21 (Q4 and Final Report) 2021-22 Application Reserve Funds WEDD webinar highlights JSPAC (Alex)	All	15 min
SWP	SWP Updates & Reminders Round 3 Worksheets – Institutional Summaries and Cabinet 10% rule – round table sharing on strategies Faculty Institution – first year outcomes and activities; 2 nd cohort participation	All	15 min
Handshake	Updates & Discussion (see handout)	Monica Romero	10 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> Districtwide Black Student Success Taskforce 9+ Units - Regional discussion Districtwide view of CTE Outcomes – <i>Early August</i>	All	10 min
Close	Round Table	All	5 min

Updates & Reminders:

- SOC Codes – please let us know if you have changes to your SOC codes
- SDWP / SDCCD Joint Partnership
- May Meeting Focus: SDWP Career Centers and Programs
- June Meeting Focus: City, Mesa, Miramar, and SDCCE Career Center/Services
- Sep/Oct Meeting Focus: Equity

June Meeting Planning

- Invite extended to Peter / Purchasing for follow-up discussion

July and August

- Meeting Dates - 7/22 and Mid August?
- CLNA kick-off meeting



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CTEA Deans Meeting

June 24, 9am to 11am

Zoom

Meeting Materials

AGENDA			
Welcome	Introductions Review of Agenda Approval of Minutes	All	10 min
Virtual Server Farm	Update on past discussion New opportunities	Mesa College	30 minutes
Perkins	Closing out 2020-21 (Q4 and Final Report) 2021-22 Application – substantially approved 2021 Perkins Projects Reserve Funds – still no new news CLNA planning 2021-22 due dates and meeting schedule JSPAC (Alex)	A. Perman	15 min
CTE Biennial Review	Process Reminders Biennial Review Advisory Committees – submission to the BOT Worksheet Program Fact Sheets and Faculty Narrative Qs	A. Perman	20 min
SWP	Round 3 Report Round 6 Funding – planning Check in on regional requests: <ul style="list-style-type: none"> Short Term Programs – spreadsheet completion for region Regional Early College Credit Definitions RFA for supply chair logistics Handshake	All	20 min
CTE Transitions Credit by Exam	HS to College SDCCE to College Process Updates Outcomes Report	A. Perman	10 min
CTE Outcomes	<i>Standing Agenda Item (CTE Equity)</i> CTE Outcomes Report Regional Equity Report (SDWP)	All	10 min
Close	Round Table	All	5 min

July Meeting Planning

- Invite extended to Peter / Purchasing for follow-up discussion
- CTE Outreach (Shakerra Carter to provide update)
- CTE Transitions Credit by Exam
- EMSI Career Coach