

Academic Senate

Career Education Committee Meeting

Summary

February 08, 2021 1:00 p.m. to 2:00 p.m. (Zoom Virtual Meeting)

Attendees: Daylene Meuschke, Donald Carlson, Garret Rieck, Gary Quire, Harriet Happel, Jeff Baker, Jennifer Paris, Justin Wallace, Keri Aaver, Larry Alvarez, Marilyn Jimenez, Nicole Faudree, Dr. Omar Torres, Regina Blasberg & Tim Baber

Start Time: 1:05 pm

1) Approve Previous Minutes

a) November 23, 2020

b) December 07, 2020

- Meetings will be reviewed on the next agenda. Current minutes are on the CE website.

2) Open Forum (15 minutes)

- **Return to Campus:** There was a discussion regarding which departments would return back to campus in fall 2021. Paul Wickline will be sending out information regarding building the schedule of classes for fall 2021. This is all contingent upon state and county mandates. This would be beyond the existing essential infrastructure disciplines. The hope is that for the labs of these disciplines, which have expressed an interest to returning to campus, will be able to do so. These include ARCHT, PHOTO, MEA, GMD, BIO and CHEM. These would be for select labs as labs cannot return to campus at full capacity for 16 weeks. There will need to be proper social distancing and sanitation requirements in place. There are also parallel conversations taking place with Athletics in particular the intercollegiate and activities classes, such as Tennis. How would these courses look like, permitting state and county guidelines? The prospect is for Summer Session III or Fall 2021. A Taskforce has been formed to have these discussion and the idea is to expand and include as many faculty as possible. IRD had collected student data which will be assessed to determine where there may be a need to further support students by bringing them back to campus. If, for example, BIO labs where to return to campus, not all labs would return at the same time. As not all faculty may have an interest in returning to campus. Those conversations will need to take place with the department chairs and faculty.
- This is all speculative, as it is still not clear what will happened with the vaccine, herd immunity or with LA County. The schedule of classes may need to include caveat language for those courses stating, "Where possible or if possible." For many of these lab programs, classified staff are also impacted. It is also important to identify what their needs are to make potential accommodations. Those disciplines, which are doing well online and which are not losing students, are being encourage to continue teaching online and to plan to continue to teach online for Summer and Fall 2020 semester.

- There have been reports that younger children are a lower risk of contracting COVID-19, therefore K-12 schools will be opening soon. However, if anyone is 18 yr. or over are at a higher risk of contracting the virus. UC's and CSU's have already made announcements of how they are planning to return in the Fall as they have different needs. Special thanks to union colleagues for their work in the development of MOU's. This has been a great interaction with the district and the unions.
- There have also been conversations regarding if there will be cleaning schedules if more classes are brought back to campus. Will the existing cleaning staff be able to accommodate what is being requested? More conversations will need to take place with the Facilities Department and Jim Schrage. Heat Maps have been developed and are being used with the Facilities department to make sure cleaning regimens are taken place in certain areas on campus. There is a possibility that with the new \$14 million funding coming from the Federal government that this will help hire temporary facilities staff who can help with the cleaning process. There are some restrictions to the funding as some of these funds need to be used for students. The funds are intended to support instruction. COC is waiting for more information from the state.
- **Career Trees:** Robin Spurs has been notifying all department chairs once their careers trees are up on the website. There are also names for each of the levels in the TFS database. The levels names are Entry Level, Technical Level and Professional Level. However, faculty are not in favor of their level names and would prefer to have the levels be level 1, 2 & 3. COC is the first to add this information to the website in an interactive way. Faculty are in favor the Career Trees and feel this will be very beneficial for students. A faculty member is thinking of using Campus Studio to do a video for students to show them how to access this information the website. Gary, Harriet and Nancy can go in and make edits and send the changes to Robin. In the future, Career Trees will be available for all other disciplines
- Focus Job Fair: Focused job fairs in virtual format will be held in the hopes that these events can reach more students and alumni. These will take place during the last 2 weeks in April and will be spread out over several different days. In May, a government service job fair will take place. Marketing will be going out by the end of the week.

3) Anyone interested in attending virtual CCCAOE Spring 2021 Conference (Gary & Harriet)

- This event will be virtual. Any faculty interested in registered will need to contact Nancy. The new event will be a more interactive program and will be held over 3 week with some special Friday events. The breakout sessions and key notes will be look at the Diversity, Equity & Inclusion mandate from the state Chancellors office. In addition, this event will focus on COVID-19 best practices. The K-14 pathways are critical to keep enrollment at the level needed. All events will be recorded. The events which took place in the fall are still available on the website for up to a year. The hope is that by fall the event will be face to face as this can be a great networking environment.

4) Changes with SCCRC Regional Directors Structure Starting July 01, 2021 (Gary & Harriet)

- There is a structure change within the region. This includes COC, Allan Hancock College, Antelope Valley College and 3 Ventura Colleges which includes Oxnard College, Ventura College and Moorpark College. Meetings used to take place on a monthly basis but now meetings are held weekly. These meetings are to discuss regional funds. All regional deans, directors, CE liaisons, CIO's and K-12 members who attend. Regional directors include for Global Business, Entrepreneurship, Water and Manufacturing who will look at funding categories.

5) Program Review (Harriet)

- Program Review is due this week. Budgets are critical to processes. Everything that is requested get inputted into a spreadsheet. Harriet then evaluates what can be funded by SWF or Perkins funding. SWF can be more liberal with how funding can be spend. Funds were released back in July. However, COC has not received the funding. The recording system, NOVA has changed to now NOVA 2.0. The college is still in the process of entering the round 5 budget into NOVA and will not have approval until March. The deadline to spend is for July 1st. Round 6 will be released in July. The priorities for SWF and Perkins is always program improvement, emerging technologies. Priority is being given to newer programs. Also looking at Work Base Learning side for intersect labs such as Creative Arts, GMD and Film Production.

6) Strong Workforce Priorities (Harriet Overview)

- In regards to SWF we are now in round 5 for the second 4 years. With the second 4 years there were several trailer bill changes in legislation as to what funds should be used for. There is going to be some re-structuring for the region. This process will begin in March for the fiscal agent for the region. For *Regional Directors (formerly, Deputy Sector Navigators)*, their job descriptions have been changed to *Employer Engagement*. They will be under the directive of the Fiscal Agent who will also hire the Regional chair. This will be to determine what the direction the chair will take to support the Regional Director. They will no longer be supportive by the Chancellors office but will report to the Regional Director and the chair. Everyone needs to apply for these jobs. COC is intending to enter the competition as the fiscal agent. As a region it was decided not to name industry sector priorities in the plan as it is still not clear what those priorities will be. The advantage for having the Institution be the Fiscal Agent is that they can now hire the regional chair. This will all role out by the end of March. The entire process will be completed by January 21, 2022. Harriet is still the CCCAOE Regional VP for another two years.

Announcements: Open Forum for Discussion

Future Agenda Items: *none*

Adjournment: 12:05pm