

# Academic Senate Career Education Committee Meeting

October 29, 2018 1:30 p.m. to 2:30 p.m. BONH 330

**Notification:** *The meetings are audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Career Education Committee.*

Begins: 1:30pm

Ends: 2:30 pm

Attendees: Tina Waller, Jeff Baker, Wendy Ruiz, Eric Arnold, Nicole Faudree, Wendy Brill-Wynkoop, Harriett Happel, Gary Quire, Larry Alvarez, Keri Aaver, Dr. Jerry Buckley, Omar Torres, Regina Blasberg, Marilyn Jimenez

## 1) Approve Minutes from October 8 meeting

- The minutes from October 8 will be reviewed and approved at the next meeting.

## 2) Faculty Professional Development – ACUE Update (Regina)

- The goal is to have the contract signed by October 31<sup>st</sup>. Regina will begin to do recruiting for faculty to participate and will be sending out an email soon to all CE faculty. There will be 3 cohorts of 30 people each. All 3 cohorts are being organized by and payed for by COC. The goal is to have everyone recruited who is going to participate in spring by the end of this school term. Cindy Stephens has offered to be a facilitator for the COC cohort. If needed, we can schedule a one hour ACUE informational workshop for any faculty interested in participating so they can ask questions.

## 3) Advisory Board Meetings Update – Advisory Board Handbook (Regina)

- An advisory Board Handbook will be put together. The handbook will be provided to faculty and chairs and include suggested best practices. Cheryl Aschenbach with the Academic Senate for California Community Colleges attended the meetings. Cheryl and others provided several documents related to advisory board best practices. This information will be consolidated and added to a google doc. A link will be sent out so that people can comment/edit the document and this will help to develop something more robust. Larry and Gary have offered to assist with creating the initial draft document.

## 4) College2Career Day Update (Omar)

- There was a robust dialogue. This event has been rescheduled for Saturday, January 26, 2019. Some changes may come up in the coming years. Invitations have been sent out to all CE programs. A reminder email will be sent informing people that the January 26<sup>th</sup> date has been solidified. This event will be held at the UCEN and not at the honor grove.

## 5) Pathway Days with the Hart District Oct 22-25 Update (Harriet)

- Career Ladders is now working on getting the formal Pathways documents back to us. Other programs were able to chart their paths all the way from middle school into College of the Canyons. We have made progress over the past 4 years on the CCPT grant. There is a big change in the high schools regarding reports on the metrics for work based learning. In addition to the 5 Pathway Days from last week, Patty Robinson has put together dialogues regarding Civic Engagement and

Community Based Learning. Cal State Northridge was present as well as Cal State Dominguez Hills, Cal Poly Pomona, La Verne University and several local community colleges. Partners for Career Ladders were also present and provided information regarding how they are going forward. Patty Robinson is doing a series of focus groups with faculty. Honors is now requiring Community Based Learning. Some templates are being looked at regarding how to design some projects that align with meta-majors and see what community partners can be partnered with. LA Trade Tech has been very successful regarding using the big Sole Exchange which is the business intermediary with the LA Chamber. They have done some good work with Snap Chat that has resulted in key internships and students getting contracts upon completion. Harriet will contact VIA to see if those same projects can be developed in Santa Clarita. Some companies being looked at are Scorpion and Princess Cruises.

- There is still room for articulation and there will be meetings in the spring semester so they are in the books for fall. Possibilities for AB288 are still being explored. At the college, Experiential Learning covers Service Learning which is now being called Community Based Learning, Work based Learning, Internships and Pre-apprenticeship and apprenticeships. These programs are all the same in that they give students an opportunity to learn professional skills. The mapping is helping to look at what the curriculum is. How do we get industry partners? And how do we expand articulation? There was a question regarding are there better electives than what we are already offering as it integrates to the pathways?

#### **6) Career Strategist Workshop/Project (Wendy)**

- Two flyers regarding Career Workshops were shared. One was from Oxnard College and the other was from Cuesta. The region came up with an idea to have students do Career Exploration by offering a workshop at each school in the region. Part of the work is to get students comfortable with LinkedIn, electronic resumes and to institutionalize the project with a career strategist non-credit curriculum. The curriculum has been approved locally and is now going to the state. COC had a tentative date of Dec. 7<sup>th</sup> but this date has been cancelled. The region would provide the training. The Hart District and Dr. Pete Getz, Principle at the Academy of the Canyons (AOC) are all very interested in this curriculum. There is \$4,000 available in the sub award which can be used for busing over students or to pay for other faculty to attend the training. The date of Feb. 1<sup>st</sup> is set and rooms have been reserved for the region. Ryan from LinkedIn will present on the LinkedIn portion and students will receive a regional badge. Students learn how to search for a career, do a mock interview, and how to present themselves online. The workshop can be done in a day. The Career Skills Strategist Badge is comprised of three, eight hour, noncredit classes. There are 100 AOC students identified for the Feb. 1<sup>st</sup> event. There was a suggestion to promote to all local COC students who have submitted a petition to complete.

#### **Upcoming Meeting Schedule**

- James Glapa-Grossklag requested to attend the last meeting of the semester to update committee on the regional project. However, the last two remaining meetings of the semester will be cancelled due to various timing conflicts. Therefore, James will present at the first meeting of the spring semester.
- In regards to Data Coaches as soon as there is an agreement on the job description, this position will be advertised. Some work has taken place with Student Services and Institutional Research to finalize the job description. The goal is to have the job description finalized by end of fall semester.