

Program Viability Committee Summary

September 28, 2023 10:00 a.m. to 11:30 a.m. – Zoom

Members present: Garrett Rieck (Noncredit Faculty), Tricia George (Humanities/Interim Curriculum Committee Chair), Jason Burgdorfer (MSHP-MSE), Julie Hovden (Counseling), Ellie Wingo (ASG, Student VP President Inter Club Council), Jennifer Paris (ECE)

Guests: Marilyn Jimenez (Academic Senate Administrative Assistant), Karl Striepe (Political Science), Cynthia Nelson (Internships), Dianne Avery (Academic Innovation & Const. Ed. PPL), Harriet Happel (Dean, CE, Integrative Learning & Emp. Center), Heather Dotter (Interim Dean, Health Professions), Lak Dhillon (Diagnostic Medical Sonography Faculty Director)

I. Routine Matters

1. Call to order: 10:05 am.
2. Approval of the 9/14 meeting minutes:
 - i. Motion to approve the 9/14 meeting minutes by Julie Hovden, seconded by Jennifer Paris. Unanimous. Approved.
3. Approval of the Agenda
 - i. The agenda was re-ordered to have Nicole Faudree present first followed by Dianne Avery.
 - ii. Motion to approve the agenda with the changes by Jennifer Paris, seconded by Karl Striepe. Unanimous. Approved.

II. Discussion

1. Cooperative Work Experience (CWE) Department Name Change – Nicole Faudree
2. Program Revitalization (return visit to discuss units): Recreation Management – Brittany Applen
 - i. **Background:** The department has one basic course which lives in another department. For example, the Paralegal dept has a work experience requirement. This is like the Business Administration degree where there is a requirement for students to take an Economics course outside of their department.
 - ii. **Title 5 Changes:** The department has been waiting for 18 months for the legal changes to Title 5 to take place. The program has been renamed from CWE to WEE. The changes will make their way through the Curriculum process. All agree with the name change. The name changes need to also go to the Senate. Curriculum already saw the WEE in upper division for the Architecture BA degree and that approved a course.
 - iii. **Non-credit offering internships:** Under new title 5 regulations this will allow for non-credit internship course offering. It is not known how this will be implemented. The new governor wants all to have a bachelor's degree for economic and social mobility.
 - iv. **Internships in Construction Dept:** Bakersfield offers internships in Construction and this a way for students get up 16 units of WEE credit. AT COC The certificates are 12-16 units and then students can do a certificate of apprenticeship. This then moves students halfway to an AA degree. The district will receive credit for the certificate in the funding formula. Some discussion

needs to place with faculty and the Senate. There will be some conferences that Cindy Nelson will be attending.

- v. **FIT Program:** The FIT program was moved to non-credit and there is an internship component now. There may be a pilot format as this is part of a certificate and qualifies for additional funding for faculty.
- vi. **Paid Hours for Faculty:** WEE faculty are not paid as a normal faculty paid for hours. In WEE students are taught and they learn skills on the job. Faculty are paid per student for WEE. An MOU with the district is needed to ensure faculty are not paid less for the same amount of work.
- vii. **State of CA Governor Requirements for Workforce Learning:** There will be other programs coming though with internships components. This is part of Gov executive order and vision 2020. We are in round 8 of SWF and next year will be in round 9 and this will be the renewed legislation. There will be more requirements for workforce learning.
- viii. **Motion** to approve the department name change from Cooperative Work Experience to WEE Workplace Education Experience by Ellie Wingo, seconded by Karl Striepe. Unanimous. Approved.

III. Report

1. Year Two Pilot Status Report: Rising Scholars Noncredit Vocational Programs – Garrett Rieck and Dianne Avery
 - i. **Background:** The Rising Scholars Vocational program began 2 years ago in 2015 and has been overseen by Diane Avery. CCC's can receive apportionment in jails. This was part of Corrections to College via the Foundations Department. At COC, in 2020 it was a passion project as there was no funding available. However, more advocacies began to be seen for the program via the Chancellors Office. The Chancellors office then created the Rising Scholars Network. At COC the program grew to offering 2 credit courses per semester at each facility and at Pitches Detention Center. Pitches Detention Center includes 4 different facilities, the South, which is minimum security, North which is North County Correctional Facility, NCCF, which is the Super Max North. This is part of the special populations in the east. This area is used for the Fire Camp students. While there are no classes being offered COC is exploring the CTE options. The Century Regional Detention Center with the support of Compton college. COC will train their faculty and classified staff on how to conduct courses inside the jails.
 - ii. **Horizon Scholar Faculty Coordinator:** Tara Williams will serve as coordinator for Spring and Garrett Rieck for fall. Rosario Gonzales provide support as a classified Rising Scholar Coordinator and is being paid via the grant. There are hours for counselor, tutoring and an A&R staff member working specifically with Rising Scholars students.
 - iii. **Non-credit courses:** Many students in the prisons are there for long periods of time which allows for more flexibility and credit offering as students can finish the degree. COC only works with LA country jail and students can be more transient. Many students are coming and going as they are waiting to be transferred. COC has started expanding noncredit offerings in Life Skills which is sued for milestones and lead to early release time. Typically, 60 hours is for a milestone. Students also get a certificate of completion which they can then show to judge.

- iv. **Court Mandated Courses:** Some courses are court mandated courses such as Parenting, Anger Management and Domestic Violence. There also courses in Personal Health & Wellness and Mindfulness Strategies for Stress Management. These courses were requested by the students. At the North Facilities the deputies have stated that the mental health population has expanded.
- v. **Vocational Course Offerings:** COC wants to expand vocational offerings. The first 6 courses were introduced about a year in half ago. On Oct. 16th Digital Communication and Introduction to Access will be offered. There will also be courses offered in Empathy, Resilience, Emerging leaders, and Communications. There are 23 total Career Skills classes. There are a few that cannot be offered such as LinkedIn for Business as student do not have access to LinkedIn. There have also been courses offered in Culinary Safety and Sanitation.
- vi. **5-Key Charter School:** This is a high school that is in the jail. Students were doing a training however if students have a high school diploma, they could not take the course. The course was mirrored in non-credit. This course will be offered at CRDF and PDC. English and Math courses have been offered. Adult Pediatric, CPR and First Aid have also been offered.
- vii. **Green Gardner Program:** A modification was made to the Green Gardner program to align with the Master Gardner Certificate. This is an industry recognized credential in Gardening and Pest Management & Gardening Landscape Design.
- viii. **Health Trauma:** The How Trauma Impacts Children and Youth courses have also been offered.
- ix. Commercial Sewing: This program was approved in 2021 and still being offered. Current non-credit classes are being aligned with the new credit revision. Noncredit courses are approved by the state in August to be offered.
- x. **Commercial Painting & Commercial Printing:** An instructor was hired in last month. For Commercial Printing there is a potential new instructor who is now interested in teaching. Courses were presented to the Non-Credit Curriculum Committee and are hope is to begin offering in Winter session.
- xi. **Construction:** Current non-credit courses are being revised to align with the new credit revision. These will be offered soon. These have been approved by the State in August. The credit courses are now being offered.
- xii. **Masonry & Wood Working:** These programs have not been offered yet as there needs to be enough students who can leave the facilities. For the Green House and Orchard program, students need to have approval to leave the grounds.
- xiii. **Enrollment and Certificate Earnings:** Enrollment totals have been maintained Certificate earnings have expanded from 144 to 267. Life skills courses are considered enhancement courses and are recognized by the state as certificate earners. Certificates are state recognized, and students can also show the certificate to the judge.
- xiv. **Education Based Incarceration (EBI):** This program has been short staffed, and Garret teaching while Tara Williams has been out on sabbatical. Faculty limited are limited to 293 hours and many max out. There are some difficulties with non-credit as some courses are allowed to teach up to 293 hours which is considered 67 full time loads.
- xv. **CRDF Women's Facility in Compton/Lynwood area:** There have been more offerings and more diverse courses. All courses are 100% in pers. At PDF some

are 100% in person and blended classes. There were 4 new instructors hired for CRDF. Compton will take over this program soon by fall 2024. There is no advisory committee work with EBI staff, but the program does look a LMD to see jobs that will be released and what facilities. Garrett talks to deputy to look at offerings.

- xvi. **EBI meeting:** There are always meeting to make sure that needs are being met. Fire Fighting Goats Program: There are some discussions for future products such as firefighting goats and Intro to Veterinary Assistant program. By next year there will be more vocational programs. There is also the Lamb Scaping using sheep to do landscape. There is the East coast Heat with Solar Farms and great to sheep.
- xvii. **Solar Equipment at Pitches:** There is solar equipment at Pitches Detention but there is no faculty. Faculty need to be hired and need to reevaluate curriculum. This has been paused.
- xviii. **Introduction to Access:** This program was brought forward to the non-credit curriculum committee in spring. This program used to train Administrative Assistants. There were some limitations as to what could be taught at Pitches due there is no internet. Many students who completed the Word Processing and Spreadsheets basics wanted to take something new. CAWT brought forward as a non-credit program to complement their non-credit program. At some point the credit curriculum will come forward and typically this follows the non-credit need. There is always feedback from students and if they don't like a like a course, it will not be offered again. Career skills courses are popular. Students have enjoyed Empathy & Resilience as they like the reflection piece. Many students comment that failure is a good thing and that you can learn and move from it. Many instructors have taught soft skills. The program will get better with evaluations to get more feedback.

IV. Program Revitalization for Recreation Management:

1. **Backpacking, Wilderness Survival and Rock Climbing:** There was much research done on what CSU's and other colleges are doing as it was determined that these courses should each be 2 units. This includes one unit of lecture and one of lab for each of the classes.
2. **Background/Follow up:** This program was first presented by Brittany Applen 5 years ago and 5 classes were added. The Revitalization process didn't include the 5 classes. The legality of field trips was not worked out. Therefore, the committee decided not to take a vote. Tricia, Garrett, and David Andrus met. There are 2 courses that don't articulate. Three classes do cater to CSUN but need to be 2 units and the request from Brittany was for 1 unit of class.
3. **Changes to the AP/BP:** The original AP and BP for VP didn't force a program approved for revitalization to go through pilot status. Senate approved the changes to AP/BP and now this process has changed. These changes will return to PV to begin implementing and do training in spring.
4. The vote is to approve on 2 units (1 lecture/1 lab) for the Backpacking, Rock Climbing and Wilderness Survival courses. There is space at Curriculum for backpacking and 2 classes in spring 24.

5. **Motion to approve the unit totals** by Julie Hovden, seconded Jennifer Paris. Unanimous. Approved.

V. Program Viability Committee updates:

1. **PV Spring 23 Meetings:** The remaining meetings are scheduled for Oct. 12th, 26th and Nov. 9th. This will allow time to get all programs moved to Senate. There will be other proposals for Ethnic Studies. Due to faculty teaching schedules is has challenging to scheduled reports. The Spring 24 may be a heavy report semester.
2. **New PV Cost Analysis Sheet:** The sheet will be ready for spring 24 now that the Senate has approved. The idea is to pilot the use of the sheet for one proposal. Garrett will talk to Jason Hinkle and authors to make sure they are comfortable with using the sheet. The template is in the CANVAS shell for PV.
3. **Why are hours of classes questioned in this committee?** Other than for articulation and course content needs the discussion of hours for classes is irrelevant as instructors are paid for hours. If it comes up again in the committee this can address. This was unique to this program as there was some discussion on liability. Faculty travel with students for other reason such conference and at the end of the day faculty are off the clock. The idea of faculty not being off the clock when camping with students is unusual. How are faculty compensate when they are never off the clock?

VI. **Adjournment:** 11: 05 am