

Program Viability Committee Summary

September 19, 2019, 9:00 a.m. to 10:00 a.m. BONH-330

Members present: Garrett Rieck (Committee Chair), Albert Loaiza (Counseling Rep), Christopher Bolts (Theatre/CTE Rep), Lisa Hooper (Curriculum), Wendy Brill (Photo/COCFA Rep), and Jason Burgdorfer (Program Review/MSHP)

Guests: Rebecca Eikey (Academic Senate President), Kathy Bakhit (Interim Dean Business & Applied Tech), Harriet Happel (CE Dean), Omar Torres (AVPAA), Don Carlson (Dean, Business & Applied Technologies), Lee Hilliard (Applied Technologies), Nicole Faudree (Business), Brittany Applen (Humanities), Samuel Bolanos (Applied Technologies), Jason Oliver (Applied Technologies), and Marilyn Jimenez (Academic Senate Administrative Assistant)

A. Routine Matters

1. Call to order - 9:03 am by Garrett Rieck
2. Approval of the Agenda – Unanimous. Approved

B. Reports

1. Pilot Status Reports? If Any.
 - There is currently a one-year status report in CANVAS. Two and three year templates will be added to CANVAS soon. In addition, new program proposals have been uploaded. Discussions will take place soon regarding what facilities will be needed to get some programs started.
 - It was clarified that there is a tracking sheet which tracks all pilot status programs and including notes on what is due also in CANVAS.

C. Discussion

1. Computer Networking Revitalization {Follow up with LEE}
 - This program teaches Communication Technology and how everyone is connected to the network. Student enrollment has been steady but has been low. Lee met with industry representatives to determine in which direction this program should go. Technology is changing rapidly and industry is changing their certifications. The changes in curriculum were presented and added to the rubric. New course proposals for ESYST-121 and ESYST-131 have been approved and will be on the course schedule for the spring semester. Courses NETECH 213 and NETECH 214 are Virtualization Technology and NETECH 215 is Cloud Technology. These courses were based on industry input. There is also a proposal to change the name from Computer Networking to Network Technology due to it being more than just computers connecting to the network.
 - The proposal states that only the classes that are ready to run are the degree applicable classes, however it is also mentioned that the goals for the majority of the students are job skills and industry certifications. It was clarified that there is concern that if student groups are separated classes will not run. Having both

population of students helps meet the enrollment numbers in courses. It was stated that CISCO does not release the pass/rate information for students who take the exams as this information is confidential.

- There was an agreement with re-renaming and numbering the program. A request was made to add to the proposal notes from the advisory board to help shape the new program.
- Some changes have been made as a result of AB288, therefore classes have been targeted to local high schools. Emails including feedback from industry partners were shared. There was a suggestion to see what the naming conventions are for naming a course as this can be a primary marketing tool. Course names are proposed based on the industry they align with as this communicates to a student what the course will cover.
- There was a question regarding if high schools have been surveyed? As part of the metrics of the California Career Pathways Trust Grants, during the first year, the Hart District met with College of the Canyons. The pathways agreement was to not compete with the high school courses as they have their own collective bargaining agreement. These are not dual enrollment courses but are concurrent enrollment classes and is completely open access. There is a foundational certification for CISCO Academy for anyone who is going for a Network Technologies program of study.
- There is concern that there is some information missing from the proposal. Should this program be mixed online or hybrid? There was a suggestion to look at other programs to see how they are working.

Proposed resources were shared to ensure that the Network Technology program is successful:

- Meeting with Paula Hodge: Paul is the current Regional Director (formerly Deputy Section Navigator, DSN), in the sector of [Information, Communication & Digital Media Technology](#). Paula through her Virtualization Labs Project has been meeting with all the programs in the region at each of the respective colleges. In terms of learning from best practices, this is a wealth of information in regards to what other campus are doing and how they are responding to the rate of change in technology. It was suggested to look at these resources to help validate some of the changes being proposed. Paul is working with both industry and faculty to address what the needs are, to keep curriculum relevant and student workforce ready. Paula meets with faculty on a quarterly basis. Lee Hilliard and Samuel Bolanos will both met with Paula Hodge.
- Digital Badging: Some industry certification may have digital representation within a LinkedIn profile.
- Exit Survey: There was a question regarding should students be surveyed? There is currently no exit survey available at the TLC. It was suggested that publishing student pass rates could be used as a good marketing tool. Institutional Research & Development could pull data relating to a course a student has completed and

determine if a student has passed their certification and are working in the industry.

- Career Trees: Another marketing tool being developed is with the work with Mark Perna and Career Trees/Copy Points. Lee will work on completing the Career Trees.
- Site Visits: Ensure district commits resources so that site visits can take place. This allows for an insight as what may be working at other institutions. Most parents push students to pursue 4 year degrees. There is concern that this program is not included as a 4 year degree.
- Through Strong Workforce funds two gap analysis were completed and reports are available. This resulted in the internet course creation. The analysis conducted included one by the bay area and one out of state in Mesa College Arizona.
- Program Viability chair will follow up with everyone regarding these proposed resources. There was a request to have a timeline list indicating who will be focusing on which areas and outlining what the intended outcomes should be.

2. New Proposals:

a. Noncredit MakerSpace Program

- The intent is to create an unconventional program. The program has taken different forms such as a community outreach, internships and classroom support. A Design Thinking Certificate has been created. Jason taught at various community colleges in Community Ed. This could be similar to the Career Skills program in terms of assigning which category of noncredit could be used. This is an evolution of the workforce as well as of noncredit. There was a request to see model curriculum from other schools to support the idea of expanding the noncredit category. There is concern in that these courses include consumable resources. Will fees be assigned to cover the consumable resources? If not, how will those materials be funded? There is going to be some apportionment funding and teaching community education grants. It was clarified that there is Fund 11 for Makerspace in addition to salary funds for an adult hourly. Strong Workforce will continue to support Makerspace and extend the use of it for academic space. There are four classes offered directly in the space. Two additional labs, film, video and graphic/media design. Creative technical space will also be added. There will also be project based learning certification for faculty from Worcester Polytechnic Institute in Massachusetts. This school trained Stanford School, <https://www.wpi.edu/>. It is important to determine who will receive the resources as programs are being developed.

D. Resources

1. PV Forms Updated to Adjust with Labor Market Information Request and Regional Approval Process & for Revitalization {NOTE: MAKE SURE THESE ARE IN CANVAS}

a. Program Justification Form

The information on this form will be used for acquiring the labor market information (LMI) through the Center of Excellence (COE,

www.coeccc.net) for Initiation/Substantial Modification and Revitalization

b. Program Initiation/Modification Form

This form is used after labor market information (LMI) is obtained through the Center of Excellence (COE) for Initiation/Substantial Modification.

c. Program Revitalization Form

This form is used after labor market information (LMI) is obtained through the Center of Excellence (COE) for Revitalization. Questions rely also on information from Program Review.

- The remaining items on the agenda will be tabled and brought back to the next meeting.

E. Adjournment: 9:56 am