

Program Viability Committee Summary

October 26, 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), Ellie Wingo (ASG, Student VP President Inter Club Council), Jennifer Paris (ECE), Julie Hovden (Counseling), Karl Striepe (Political Science)

Guests: Marilyn Jimenez (Academic Senate Administrative Assistant), Karl Striepe (Political Science), Dianne Avery (Academic Innovation & Const. Ed. PPL), Lak Dhillon (Diagnostic Medical Sonography Faculty Director), Jaya George (Faculty Director, Pharmacy Technician Program, Public Safety, Health Sciences), Carl De Carlo (Director, Fire Academy Programs), Cindy Leung (Art), Harriet Happle (Dean, Career Ed, Integrative Learning, & Emp. Center), Heather Dotter (Dean, Health Professions), Jeff Gregor (Exec. Dean, Instruc Srv and Public Safety), Acting Dean, Kinesiology, PE, Athletics, and Rec. Mgmt.), Jennifer Smolos Steele (Dean, VAPA), Michael McCaffrey (Art), Paul Wickline (Associate VP, Instruction)

I. Routine Matters

1. Call to order: 10: 03 am
2. Approval of the 10/12/23 meeting minutes:
 - a. On page 3, #8 and #9 appear to contradict themselves regarding the number of years a program can remain in pilot status.
 - b. On page 9 the sentence “*new program will remain in status for a minimum of three years*” was removed to avoid confusion.
 - c. It was clarified that “River College” is the “American River College.”
 - d. On page #9, “ethic” was corrected to “ethnic.”
 - e. Motion to approve the meeting minutes with the correction by Jennifer Paris, seconded by Julie Hovden. Unanimous. Approved.
3. Approval of the Agenda:
 - a. Motion to approve the agenda by Tricia George, seconded by Julie Hovden. Unanimous. Approved.

II. Discussion

1. Program Initiation: Ceramics – Michael McCaffrey and Cindy Leung
 - a. **Summary:** This program proposal solves an equity issue between COC and peer colleges. 6 out of 116 statewide CCC’s do not have a Ceramic’s program. This program can meet the need to serve unrepresentative students.
 - b. **Credit and Non-Credit Certificate program in Ceramics:** Ceramics comes in 2nd in popularity to watercolor courses at the college. Courses can be offered in credit and noncredit for old adult learners.
 - c. **Estimated Costs:** The renovation budget includes set up (build/renovate), 150K. New equipment and tools 69K and ongoing maintenance 3-4 K. Total \$223K.
 - d. **Institutional COC History:** Around 50 years ago, COC already had ceramics classes. There are photographs of students creating large potted pottery in Boykin Hall.
 - e. **Curriculum Table Proposals (Ceramics Credit Program):** With the approval of a Ceramics program there are enough units to offer a 3D course and to be added within the current, existing Studio Arts ADT. The course would be a 1.5 lecture with 4.5 lab hours for total of 3 units.
 - f. **Transfer Model Curriculum for an ADT:** There does not appear to be any transfer model curriculum(TMC) for a new ADT. Two ceramic courses outline in the proposal

can be added to the existing Studio Arts ADT that COC has, as course options. This can be developed based on other colleges offerings.

But, these courses can more clearly be used within a new local 3D Art Degree. The ART 230 "Introduction to Ceramics" does have a CID descriptor but not Art 231 "Advanced Ceramics". The idea is to use the studio model as there is a beginning entry class and then advance continuing class which is painting. There are no pre-requisites for the ceramics class. This will fit the current model. A few years ago, most pre-requisites in Art were removed. This actually isn't the case. Art 141- Beginning Design: Three-Dimensional Media does NOT have a prerequisite.) I believe Michael may have meant that Art 235-Sculpture I has a prerequisite of Art 141. And Art 236-Sculpture II has Art 235 as a prerequisite.

- g. **OTIS College of Art Jobs Report:** There are 1.4 million jobs that depend on the creative economy of Southern California. This generates close to \$7 million in output. The jobs include storyboard artist, video game design, soundtrack music, etc. Ceramics is key for special effects, such as mold making. Ceramics is a process that involves sculpting, molding, and hand movement. Students can work at a local pottery studio as assistants, in a ceramics factory, and in the movie industry.
- h. **Ceramics in the airline industry:** This is more related to composites which are a part of advanced manufacturing. Ceramics is not a CE program and has no TOP Code. This is funded as any GE program is funded. Thus, the LMI is not there. As it applies to the airline industry, that is composites. There are some composites that have ceramic characteristics but this is more scientific, metrology, such as beyond metals. This program is more so creative arts.
- i. **Entrepreneurship Classes:** It is recommended that students complete entrepreneurship classes so they know how to advocate for themselves in the gig economy. In the movie industry they may require union affiliation. Many have to work in gig economy first and then they are recommended to the union. There are 5-6 years required of gig work to get the recommendation and into the union. This is more like a guild. This is how students get more permanent work. This depends on the ability of the ceramicist to build their brand. BUS 17A and 17B Series is interested in partnership with other departments to create certificates. A four course certificate could be created. One focuses on the business plan and the other focuses on entrepreneurship.
- j. **Professional Skills & Artists Courses offering in Spring 24:** The program will re-open and offer the, "Professional Skills & Artist" course. Cindy will be teaching this course after many years. There is a divide in that Ceramics is situated on the functional design such as teapots and plates. The other side is the art ceramic pre-form nature, experimental and less devoted to function. [Kohler](#) company is a great example as they make bathroom furniture and also sees itself as an artisanal practice which can foster ceramics and general 3D learning with a facility in Wisconsin. This idea is craft vs. fine art. This is similar to Photography which can be functional vs. fine art.
- k. **Physical Space Needs:** There has been some discussion regarding a new building at CCC or repurposing existing spaces at Valencia. There are many classroom spaces that are unused due to the pandemic. This can be done with minimal disruption and creating one new classroom. The program will be using two existing classrooms in MENH. There are already many features in place in some classrooms. There areas that can run a 240-bolt line and the 3D studio has ceiling power rather than snake cables on the floor. Discovered that studio room had in fact a crucial feature of a

floor drains in the middle of space. This enables for technicians to wash down the studio as the concern is accumulation of silica. We would be able to take current wood shop and move to the printing lab area. There is also storage space next to MENH 101 and 102 where there is storage for gold carts. This is a perfect area to set up a ceramics kiln with an outdoor canopy. The only room that needs to be moved would be print lab.

i. **Has a fair form been completed and filed with Facilities and Business Services?**

This has to be done before any definite decision can be made. Dean of VAPA Jennifer Smolos-Steele is working to determine which form comes before which process. There may be an opportunity to use modernization funds. Faculty and the Dean of VAPA will meet with colleagues' facilities and IT to understand infrastructural needs and which space is most ideal. There are pending changes to BP for PV and those will go into effect in spring 24. The VP of Facilities and Business Services will be members of PV. One thing may be proposed is to have the program return for the first meeting in spring to get the stamp of approval. The next step is to get courses approved in Curriculum.

m. **Non-Credit courses:** Ceramics does not have a vocational top code; therefore, this program is not categorized as CE. These non-credit classes would be categorized as CE, as they will use a commercial art vocational top code instead of ceramics. These courses would be more in line with workforce preparation to teach skills that will increase employability. Michael has offered courses in non-credit for commercial art. This gives additional time for students to use the facilities to master their skills.

n. **Moorpark:** This college has a standard ART program. They have more classes due to their need. COC is only one of 6 colleges that do not offer ceramics. If the program is successful at COC could it be built out. The college has not been behind the idea of building a new facility for growth. Instead it is to re-purpose and this limits the growth of the program. This college has a history of re-purposing space such as the recording studio. This has happened with labs such as in chemistry and with not a lot of money. These courses can increase enrollment.

o. **Cost Breakdown Spreadsheet:** Two classes a semester. Will bring this back as an action item and this is not an approval. Can create a certificate and this can be additional revenue. This is considered a program initiation and if this returns there will be a short discussion with some action items. This is strictly an in-person program.

p. **Diversity with cultures that have pottery:** It is recommended to explore a possible history of pottery within other cultures. There could be a cultural heritage aspect to this. There is a huge grant for native American Indigenous art. There is also faculty at COC who are in touch with local indigenous communities.

q. **Program Review Request:** It is recommended for the fall semester for the department to put a request in program review for equipment that is needed as a forced cost. Can use CAEP funds for only the 1st year of the program. Dianne has been instructing faculty that are championing new program that needs instructional supplies to add those requests into the categorical funds so they can receive lottery funds.

r. **Next Steps:** This program initiation may return in spring 24 on either the first or second meeting agenda. The committee can then revisit and take a vote. The spring PV Committee meeting schedule will be up soon. There will be new budget forms.

The department can meet with Jason Hinkle for a 30-minute training on how to fill out the form. If all is approved a remodel can be done in summer session.

III. Report

1. Year Two Pilot Status Report: Fire Academy – Carl Decarlo, Harriet Happel, and Dianne Avery
 - a. **Program Purpose:** This program is to provide a pathway for students to gain certification in the state of CA to work as a Firefighter. This is different than traditional path of applying through a local fire academy. There are barriers to apply for fire academy as they need to pass the civil services exam and actually be hired by that entity in order to attend their academy. The students may not be able to work for that local entity. This opens pathways for non-traditional students' populations.
 - b. **Major program accomplishments:** Just completed a revised use agreement with the Del Valle facility. The fire academy opened up and this led to other conversation with other agreements with LA County and the LA County Fire Department. The college ended up working on revising all three documents at one time. This has a tone of collaboration and builds on the 20-year relationship of both entities working together. This created additional work for Dianne in regards to ISA's. The working group included Dr. Torres, Diane Avery, Jeff Gregor and Harriet Happel and looked at the apparatus of the program. In June, they finalized a purchase order for \$2.3 million of fire apparatus that was funded by federal appropriation and which will be part of COC. There are not many other academies in the country that have received this level of support to start a new academy with a new contemporary apparatus.
 - c. **New Storage Facility at Del Valle:** There is now a new revised agreement regarding the shared use agreement and there are new storage facilities at Del Valley. There is a new facilities VP in Del Valle. LA county has some needs as well in how to use public administration practices. The program purchased the first \$400,000 worth of fire academy equipment and worked with business services and vendor to help the college. Special thanks to Kathy Hernandez, Angel Robinson and Nancy Sandoval who helped with making this a successful purchase. Also special thanks to Keith Kawamoto who has helped with this program.
 - d. **Program Barriers/Challenges:** There have been some supply chain issues due to the economy. Fire trucks have been impacted. What would be a one year process is now a 2 ½ year process. We are in the same purchasing pool as the municipal offices.
 - e. **Inflation Cost Issues:** The projected budget has gone up from 25-27%. The program took action to explore a "piggy back" with government approved bids and been able to secure and validate bids in the state of CA. This reduced strain on Business Services. There has been an on and off operation environment. The vendors the program was asking for quotes were going back and forth such as a shipping method. The approach to those areas has been solved. There will be 2 fire trucks and mobile storage facilities at Del Valle. Harriet Happel is engaged with Dr. Torres, and has requested additional federal appropriations.
 - f. **Advisory Board:** The advisory board has not been permanently established. Once there are new FTF members next year that will help to build the advisory board.
 - g. **ASC Committee Proposal for new FTF:** This was presented last year to ASC and the request was put on the list as "urgent". However, these positions are not on the hiring list. In terms of the FON the college may not be able to hire anyone this year but maybe next year. There is a lot of FTF need and just because FON goes down does not mean funding goes down. Garrett is talking to David Andrus about how to

have a better commitment from ASC whether there are FON obligations or not. There are 40 existing positions and 16 or so retirees and there is a lot need. If this new position will be part of the recruitment for spring 24 this needs on the spring 24 ASC agenda. As part of accreditation the program is fully committed to hire a new FTF member.

- h. **Supply Chain issues:** The program won't receive new fire engine until next summer. Every angle was explored. This is a significant impact on the program. The infrastructure is slowing it down. The environment has quickly changed but those factors don't erase the need for a certified fire firefighter and the program is committed to that.
- i. **Accreditation Requirements:** The original request for PV required that accreditation be in place before offering a new fire academy program. The program is at the mercy of the supply chain. Realistically the first fire academy will not start until fall 2025 and this is due to the apparatus issue. The community has faith in the Fire Tech program and there is great excitement. A dual enrollment pathway in fire technology was started. The program continued to receive a good response for our K12 students. The accreditation does not specify the number of faculty needed just that there needs to be one in place. This is needed to have all manuals written by the faculty as this is faculty driven.
- j. **Next Steps:** There is chance that the final report may take place in fall 24 or spring of 2025. The next meeting will be the last meeting of the semester and will be scheduled 2 hours. The meeting will discuss Virtual Production and Ethnic Studies programs. Julie Hovden asked Jesse Vera to serve as her proxy for the Nov. 9th meeting.

IV. **Adjournment:** 11: 24 am