South Central Coast Regional Consortium (SCCRC) Steering Committee Meeting
AGENDA
January 6, 2017, 9:00 - Noon
at Pierpont Inn, Ventura, CA

KEY OUTCOMES FOR TODAY'S MEETING:
1. **Vote on 17-18 SWP Regional expenditure plan for 83.5%.**
2. **Finalize plan for 17-18 SWP Regional incentive funding of up to 16.5%;**
3. **Finalize 18-19 SWP Regional planning and decision-making timeline (due June 1, 2018)**
4. **Revisions (if necessary) to the SCRC SWP Governance Structure**

PLEASE REGISTER FOR UPCOMING MEETINGS AND EVENTS AT https://sccrcolleges.org/

SCCRC Mission: The SCCRC facilitates and promotes effective regional initiatives for is member colleges and key stakeholders in support of local, regional and statewide workforce development efforts. We collaboratively leverage employer, community and educational resources in partnership to create and maintain and highly skilled workforce that meets identified regional needs.

SCCRC Regional Strategic Goals:
1. Strengthen communication, coordination, and timely decision-making in regional CTE efforts
2. Enhance participation in CTE Career Pathways between K-16
3. Reinforce regional leadership and operational partnerships among community colleges, industry, labor, and other workforce and economic development entities to improve the delivery of all CTE efforts.
4. Align college programs with regional and industry needs and provide support for CTE programs.
5. Create a sustained public outreach campaign for industry, high school students, counselors, parents, faculty, staff, and the community at large to promote career development and attainment and the value of career technical education.

8:30-9:00 am	**Breakfast/Networking**
9:00–9:15 am	**Welcome and Introductions/Review Agenda**
9:15–9:20 am	**Approval of August 11, 2017 meeting minutes (see attached)**
9:20–10:20 am	**SWP Updates/Funding Recommendations/Timelines**

- **Career Education Toolkit**
- **Key Talent RFA Status/Priority and Emerging Sector Discussion**
- **17-18 SWP SCCRC Regional Funding Recommendations from the SCCRC Voting Group**
- **17-18 and 18 -19 SWP Regional Funding planning and decision making timelines (next page)**
- **Update on SWP NOVA reporting and project submission process**

10:20–10:30 am	**Break**
10:30–11:30 am	**Governance Structure/Communication Plan**
11:30 – Noon	**Wrap up and set Steering Committee meeting dates**

Action Items	Due Date	Responsible Party

2017-18 Planning and Decision-Making Timeline

DEC/JAN	17% of 17-18 Allocations published and additional projects identified for regional funding.
JAN 5-6	SCCRC and Steering Committee Retreat (Pierpont Inn, Ventura)
JAN 10-24	Stakeholder Review of SCCRC SWP Plan Update (written plan)
JAN 26	Deadline for input of all approved 17-18 SWP regional projects into the NOVA system for final regional review
JAN 31	All approved and certified Regional projects due in the NOVA system and updates to SCCRC Regional SWP plan due to the Chancellor's Office
JAN-MAR 31	Regional certified projects modification window

2018-19 Planning and Decision-Making Timeline
(TO BE DISCUSSED AND FINALIZED)

FEB 1	Regional Sector Changes (if any) to Chancellor's Office
FEB 23	SCCRC Meeting
MAR 8	SCCRC Meeting at CCCAOE (Sacramento)
APR 20	SCCRC Meeting
MAY 4	SCCRC Meeting
MAY 25	Deadline for input of all approved 18-19 SWP regional projects into the NOVA system for final regional review
JUN 1	All approved and certified 18-19 Regional projects due in the NOVA system and updates to SCCRC Regional SWP plan due to the Chancellor's Office
JUN 10-12	SCCRC/Steering Committee Retreat in Cambria

Helpful Links and information:
- **Updated Industry Sector Projects in Common (ISPICs) ISPIC Index**
- **Review of SCCRC SWP Governance Structure**
- **Review of SCCRC SWP 3-Year Plan**
- **Allocations, Guidance Memos, SWP Metrics, NOVA Regional and Local Online System, etc. DWM website $200M SWP**
- **Statewide Career Education Rebranding and Marketing Update**
  - **Career Education Toolkit**
  - **Career Education Rebranding Updates** (Internal)
  - **Career Education Microsite** (External – user)
  - **CCCCO's CTE Rebranding Marketing Campaign Videos**

South Central Coast Regional Consortium (SCCRC)
SWP Steering Committee Zoom Meeting
August 11, 2017
4 – 5 PM
Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/419598937
Or iPhone one-tap (US Toll): +16465588656,419598937# or +14086380968,419598937#
Or Telephone: Dial: +1 646 558 8656 (US Toll) or +1 408 638 0968 (US Toll) Meeting ID: 419 598 937

AGENDA and MINUTES
Attendees: Paul Jarrell, Luann Swanberg, Harriet Happell, Dianne Van Hook, Diane Hollems, Josepha Baca, Kim Hoffmans (guest), Bonnie Suderman, Julie Samson, Nohemy Ornelas, Robert Cabral, Julius Sokenu, John Cascamo.

1. Welcome and Introductions
2. Approval of June 11, 2017 SCCRC SWP Steering Committee meeting minutes. Harriet moved to approve, Bonnie Suderman, second.
2. Steering Committee Membership/College Representation/Participation Concerns/Proxy Voting/Designees

Membership on the Steering Committee:
Kim Hoffmans joined the meeting to speak about the need for a Ventura College representative on the committee. Each college is supposed to have a representative on the SC and now COC and Moorpark both have two voting members represented. Kim proposed to have a Ventura College CTE dean replace Harriet, if possible.

Diane Van Hook would like to re-address the Governance structure at some point to have one administrator and one faculty from each college on the Steering Committee rather than representatives from each constituent group. Paul added that the role on the Steering Committee is to represent the constituent group rather than the interests of the individual colleges. Kim said that she was not part of the original makeup of the Steering Committee, but with Greg Gillespie vacating his post on the SC, Ventura College is no longer represented. Luann mentioned that the official Governance Structure for SWP says that each college must be represented with no more than two members from any college. Paul asked if this group can choose to change the structure. We just need to notify the Chancellor's Office. Dianne Van Hook said that form should follow function. If the current structure isn't working, the group needs to be responsive to what the functional changes need to be. With the Guided Pathways and the Chancellor's Vision's goals, the role of DWM as a vehicle is more important. She recommends putting additional foundational components into place. Whatever the Governance By-Laws say about the Steering Committee being able to revisit our structure, she suggests that we do that. She added that every college should have a seat at the table. In the interim based on the request that Ventura College have a voice at the table, if we can't modify our structure soon, we need to come up with a solution.

Harriet made a formal proposal to address the Governance Structure as per Dianne Van Hook's proposal to increase the size of the Steering Committee at the next regular SCCRC meeting. Dianne predicted that with the beginning of Performance-based Funding, that soon more funding will be based on performance metrics. She mentioned that no longer can "activity" substitute for results. The challenge for the SCCRC is that we have only one multi-college district in our region.

The conversation should be:
- District representation
- College representation
- Constituent group representation

Julius added that it is important to take it back to the SCCRC to discuss and, at the same time, each constituent group should be

Kim added that the current dilemma is not anyone's fault, it's just circumstances. Luann said that we can add this to the August 25th agenda. The challenge to engaging faculty is that we have not yet met with or solidified the CTE faculty liaisons. The RCs will send out information regarding the Governance Structures in other regions to everyone prior to the August 25th meeting. She will email to the Steering Committee who will get this out to their respective constituency groups.

Julius added that part of the reason that we went to a representative group was to hear the voice of the CEOs, CIOs, Deans, and Faculty so that each constituent group is represented. The point today is to balance inclusion with fair representation. What is the larger function of the Governance group. Look back at the By-Laws to make sure we abide by that. Luann mentioned that the guidance documents are on our website.

3. Retreat Follow-On Meetings Update
Luann pointed out that the 17-18 allocations are higher and one reason is that the SB1070 funds were rolled into SWP.

4. SWP Updates
- **2017-2018 Allocations (83.5%) / SB1070 Funding update $48 million to SWP)**

ROUND 2: 2017-2018 (PENIDNG BOD APPROVAL) 83.5%

DISTRICT	REGION	DISTRICT	TOTAL	%
Allan Hancock		840,976		12%
Antelope Valley		1,167,712		17%
San Luis Obispo		756,106		11%
Santa Barbara		904,410		12%
Santa Clarita		1,013,910		15%
Ventura		2,254,325		33% (3 colleges)
South Central Region	**4,624,956**	**6,937,439**	**11,562,395**	

- **NOVA online Local and Regional Share Template**
NOVA is open for beta testing now and will be open to everyone on August 15th. One of the outcomes of the joint meeting held on August 7th meeting is that the consortium members would like to be more connected to the Steering Committee, especially in sharing about proposed projects.

Bonnie added that all of the dates highlighted are not possible for her position. She would have to step down and get another CIO to take her place. Dianne added that the January 26-27 dates will overlap with a required conference for CEOs.
- **2017-18 and 2018-19 Planning and Decision Making Timeline**

JUL 2017	83% of 17-18 Allocations	
AUG-SEP	Project Proposal Development	
AUG 7	Decide Funding Buckets (SCCRC	
AUG 11	SCCRC SWP **Steering Committee** Zoom Meeting	
AUG 15	Launch of Local and Regional Online System (NOVA)	
AUG 25	Regular SCCRC meeting/SWP Planning (Pierpont Inn, Ventura)	
SEP 22	SCCRC Mtg/SWP Planning -**Steering Committee Meeting** - Rubric Evaluation Tool Presentation (Pierpont Inn, Ventura)	
OCT 1	All MIS data must be in system so it can be used for the 17% incentive fund allocation determination from Launchboard	
OCT 20	Project Showcase (SCCRC and **Steering Committee**) (Pierpont Inn, Ventura)	
NOV 2	SCCRC meeting at CCCAOE Spring Conference Rancho Mirage	
DEC 1	Progress Reports on 16-17 regional projects and plans due to Chancellor's Office	
DEC 8	SCCRC Mtg/**Steering Committee** Mtg (All 17-18 and 18-19 Funding Decisions made) (Location TBD)	
DEC/JAN	17% of 17-18 Allocations published	
JAN 26-27	SCCRC Retreat and **Steering Committee** (All projects have been entered into NOVA)	

JAN 31 17-18 and 18-19 Certified regional projects and plans due to Chancellor's Office.
JAN-MAR 31 Regional certified projects modification window

Paul Jarrell asked about the proxy and designee matter. Luann explained that at two different Steering Committee meetings it was determined that a proxy was acceptable, but a designee was not. Dianne added that if it's the constituent group not being able to attend, we need to re-address this in the Governance Structure. She thinks each college should have at least one person at the discussion. The shift from structure and control to inclusion and optimization. There need to be people at the table that effect the outcomes that are expected.

5. SWP Funding Buckets Recommendations Discussion (notes from August 7, 2017 meeting)

The SCCRC voting members present at the August 7, 2017 meeting were CTE deans from:
- Cuesta College
- Allan Hancock College
- Ventura College
- Moorpark College
- College of the Canyons
- Antelope Valley College

Absent were: Santa Barbara City College and Oxnard College and the Regional Chairs will inform them.

All DSNs were present with one vote from the DSN group.

All SCCRC voting members present agreed to recommend the following to the SCCRC SWP Steering Committee:

Keep the 16-17 funding "buckets" the same for 17-18 with the following caveats:
- Move the Project-in-Common #1 (curriculum streamlining) funds to NetLabs/Cybersecurity ($63,413)
- Move the Project-in-Common #2A and 2B (outreach & marketing) funds to NetLabs/Cybersecurity ($169,102)
- Allocate the 16-17 NetLabs funding to the larger NetLabs /Cybersecurity project ($60,000)

For 18-19 recommend keeping the funding buckets the same with the following caveats:
- Add $200,000 to keep the K14 Career Pathways TAP position going
- Reassess the NetLabs (ongoing) funding need.
- Reassess the regional marketing Project-in-Common 2A and 2B funding need as it is likely more funding will be needed.

Luann added that we have learned that the Industry Sector Projects-in-Common and that the Centers of Excellence are looking for match or direct funds from SWP regional funds.

John Cascamo said that the recommendations from the SCCRC reflect a group that has been working cohesively together for some times and we should honor their concerns and recommendations. If the Steering Committee doesn't take action on some of their recommendations, it could send a message that they are not being heard.

Bonnie, Julius and Harriet agree that we should vote today. John Cascamo made a motion to approve the recommendations, seconded by Bonnie. Paul asked for discussion. His concern in talking with his CTE dean is committing to ongoing funding for key talent that there should be a mechanism in place to evaluate the plans and contributions they are bringing to the region. Harriet added that the evaluation rubric committee has met this week and will be working with the larger work group and in September the rubric will be previewed. Luann added that all projects need to be looked at from this rubric. The group approved the recommendations of the SCCRC with the caveat that ongoing funding is contingent upon measuring efficacy based on the evaluation rubric. Julius added that we should measure the outcomes even when it concerns a position. Harriet said that they are basing the rubric on measurable outcomes.

Bonnie brought up the Antelope Valley Job Developer position and the fact that they will pay at a lower rate. Since the pay scale mirrors more of their college, can they use the remainder for activities associated with the position. John Cascamo said that if the funds can be spent in support of the position—even in the broadest fashion—he would be in support. Paul agreed as well. Julius agreed. Harriet. Nohemy agreed. Josepha and Robert agreed. Luann will email Kevin and Dianne to get their vote on this issue.

With the above recommendations, there will still be approximately $400,000 more in available regional funding for 17-18. The Regional Chairs will prepare a recommendation for any additional meeting expense or other regional needs. With funding the K14 TAP position in 18-19, there will still be approximately $200,000 more in available regional funding.

Also need to consider soon-to-be released, Industry Sector Projects in Common. Sector Navigators will have $400,000 each of EWD funding for multi-regional projects with a SWP match requirement.

6. Confirm meeting schedule

7. Next Steps

Luann will email Kevin Walthers and Dianne Van Hook information about the two votes that were taken today. We understand that the Steering Committee vote must include at least one vote from the CEO representatives, so the vote today is not conclusive.

The August 25th SCCRC meeting agenda will include the issues raised about the possible restructuring of the SWP Governance Structure.