



ACCOUNTABILITY. TRANSPARENCY. SIMPLICITY.

South Central Coast Regional Consortium (SCCRC)

SCCRC Regional Meeting

January 13-14, 2019

[Pierpont Inn, 550 Sanjon Rd, Ventura](#)

January 13, 2020

9:00 – 9:30 am Continental Breakfast

9:30 – 4:00 Meeting (Noon Lunch)

[REGISTER HERE](#) for January 13th

January 14, 2020

8:30 – 9:00 am Full Breakfast

9:00 – 4:00 Meeting (11:30 Lunch)

[REGISTER HERE](#) for January 14th

JANUARY 13, 2020

9:00 – 9: 30 am Networking and Continental Breakfast

9:30 – 9:40 am Welcome and Introductions—[See attendee list attached](#)

9:40 – 10:10 am Regional Program Recommendations—[see PPT slide attached](#)

RECOMMENDED PROGRAMS - JAN 2020

Media Art: Graphic Design Certificate of Achievement

Media Arts: Visual Media Certificate of Accomplishment

Media Arts: Commercial Photography

Web Design

Culinary Arts and Management

Bookkeeping

Certificate of Achievement in Veterinary Assistant

Associate in Science in Veterinary Technology (RVT)

Accounting

Business Information Professional Level I

Business Information Professional Level II

Business Information Professional Level III

Business Information Professional A.S. Degree

Certificate of Achievement in Plant Science

Certificate of Achievement in Food Safety

Associate in Science in Food Safety

FTMA: Audio

Automotive Career Education

Nuclear Energy Systems

Personal Training

Computer Programming

Allan Hancock College

Allan Hancock College

Allan Hancock College

Moorpark College

Allan Hancock College

Allan Hancock College

Ventura College

Ventura College

Allan Hancock College

Antelope Valley College

Antelope Valley College

Antelope Valley College

Antelope Valley College

Ventura College

Ventura College

Ventura College

Moorpark College

Ventura College

Cuesta College

Cuesta College

Moorpark College

www.sccrcolleges.org

Luann Swanberg, Director/ Chair

Diane Hollems, Co-chair



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1. Processes (New Program and review workgroup recommendation)
2. Notices of Intent and Regional Program Reviews/Voting (Based on what is currently in the queue)
 - Paula mentioned that Regional Directors should be aware and notified of Notices of Intent. Luann said that they can go into regionalcte.org and request a login.
 - Luann has the list of programs that recommended in 2019.
 - Discussion about the ability to have a **searchable database**. The RCs will look into it. Understanding who is doing what.
 - David urged the colleges to get all of their low-unit certificates state approved so that our regional metrics will be served.
 - Harriet reminded the group that we are a diverse region both in geographic distance and economics in each of our sub-regions.
 - Harriet mentioned that the value of these Notices of Intent is that it provides a forum of collaboration.
 - Adele said that in relation to the LMI, use it to discuss with faculty and not just checking a box.
 - Gary added that having the right faculty member is critical.
 - There is still the Chancellor's Office Curriculum Inventory database.
 - Suggestion to have the regional LMI more accessible.
 - Omar mentioned that there is a Chancellor's Office memo on how colleges can embark on a truly regional project. The memo is attached.
 - Luann asked the group how they would like to proceed with expediting the recommendation process for low-unit certificates.
 - **To Do List:**
 - RCs will create the auto-populated Notice of Intent – fillable form. (Please see a draft of this at <https://forms.gle/KTMJwsioHcqJwR1v5>)
 - Recommendation is to search by Top Code. Recommended that we look at San Diego and Inland Empire to get the database.
 - Create a link from our website program approval page to the Chancellor's Office Center of Excellence for LMI.
 - LMI updated every six months.
 - Luann displayed the CO Program Submission searchable database.





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- Timeline recommendations:
 - Recommended to have a year shelf life for the Notice of Intent.
 - Recommended to have the NOI submitted at least one month before the program goes forward in the system.

10:55 – 11:10 Break

11:10 – noon Strategic Conversations –

- Work-based Learning,
- JobSpeaker,
- LinkedIn,
- Other

Noon Lunch

1-2:30 Listening Session – Statewide Career Education marketing and outreach campaign (applicable to community college and K12) – Mark Perry, Project Manager, California Community Colleges **Career Education Campaign**

Presentation, review and feedback on existing and new elements of the statewide career education campaign.

Mark Perry gave an overview of how the creative campaign launched in 2017 (without buy-in or feedback from regions). This time, they are doing these listening sessions up front.

The Career Education Campaign was meant as an awareness campaign. Awareness about CTE around the state is low. The goal now is to increase awareness and drive to californiacareereducation.com.

They now want to get to the “why.” They are in year 3 of the initial rollout. In February they will do focus groups. They target 18-25 as well as older returning students.

Matt Colbert is CEO of the Misfit Agency which is the lead agency for the campaign. Matt shared that his company is based in Sacramento. Huge difference between awareness and relevancy.





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Matt presented two preliminary campaign ideas to the group and they had vigorous conversation.

Mark will be making their final report from the listening sessions available to the RCs.

2:45 – 3:45

Sharing Best Practices for Marketing and Outreach for Career Education in the region (applicable for community college and K12)

- COC is getting ready to launch “Tools for Schools” relative to career trees. Each of the CTE programs has done level 1. There are two other levels. Each of their 90 programs will have a foldout.
- AVC has used SWP funds to update their marketing materials. They’ve hired Interact.
- The Ventura District is working on short videos to benefit all 3 of their colleges.
- Career Education Toolkit: <https://careereducationtoolkit.cccco.edu/>
- Admail West has free resources—ask for access: <https://www.admailwest.com/>

3:45 – 4 pm

Wrap Up and Next steps

SCCRC Regional Meeting

January 14, 2020

8:30 – 9:15

Networking and Full Breakfast

9:15 – 9:30

Welcome, Introductions, and Announcements

9:30 – 10:40

Updates

- CCCAOE
Harriet reported that the [conference is March 11-13](#). On March 9th there is a tour of the Arena to look at all the CTE jobs there. Tuesday is advocacy day. If there are students who want to participate, boxed lunches will be free. Three areas of focus—advocacy, membership, and professional development.





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Advocacy is both to the legislature and to the Chancellor's Office. There will be an advocacy survey coming out soon.

The Leadership Academy I will be June 2 – 5th in Sacramento. For student artists – they can donate their art to the Spring conference that could be raffled.

- Regional Directors—[See separate listing of upcoming events attached to these Minutes.](#)

Adilene – Global Trade

Global Trade is part of every sector. Adilene is doing the education life cycle beginning with high school students. She will have an event “2nd Global Trade Symposium” at Santa Barbara City College on May 1st. The audience is industry + college students, counselors, faculties and deans + high school counselors and educators. The keynote speaker is [Terri Morrison](#). There will be two to three breakout sessions. She is working to secure more internships.

In November she partnered with Holly and Gayla to host an event discussing the importance of global trade in Agriculture at Port Hueneme that included a workshop for high school students.

Holly – Agriculture

Holly elaborated about the November event. She is hosting an Ag Forum on February 6th for north Santa Barbara and San Luis Obispo counties.

She is working with Chef Ann Foundation that teams with colleges. Their goal is to make “scratch-cooked” meals that are served in K12.

She is hoping to tap more into the science areas that deal with agriculture. Allan Hancock College is entering into a hemp program.

Irene – Health

January 29-30 there will be a new Allied Health event at College of the Canyons. They will be branching out to all Allied Health faculty. There are currently 28 new faculty signed up. It will help new faculty transition into the community college system.





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February 21 and 28 partnering with Cuesta College to do a workshop on dementia. She will provide food for this event.

March 20 partnering with Cuesta and San Luis Obispo on behavioral health. HWI received \$300K Behavioral Health grant from Kaiser. With that it will lead into their first Behavioral Health event on May 1st targeted toward undergrad students.

She wants to leverage prevention aspect in the health sector.

Mike – Advanced Manufacturing

There is still no Statewide Director for the sector. He just wrapped up some robotics mini-grants with 30 high school teams.

He is working with Ventura College on pre-apprenticeships and apprenticeships. The program will start in February. He is considering having an Ag manufacturing event.

The COC training center (formerly the CACT) has been removed from the company that hosted it. They are looking for a new location. In light of not having a home, they will still have a March 2 – May 22 academy for the uniquely abled.

Gayla – Business

Cuesta received a statewide grant for NASDec start-up companies. This can be a prototype to go region-wide. There is a grant with DOD that is an externship program with business and ICT faculty. Students will be working at Dept. of Defense companies.

Future of Work Roundtable with 160 attendees from Santa Barbara and San Luis Obispo counties. This was a full day of exchanging information and discussing needs.

She is still working on Strengths Finder for students. There are six people in the region who are certified coaches. She will be hosting a training at Cuesta for counselors and faculty in March. Her ultimate goal is to have some of our colleges become a Strengths Finder campus. She is incorporating this into the Career Strategist for both high school and college students. This will be ultimately coordinated with the new JobSpeaker effort.





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Cal Poly has an elevator pitch competition that includes Cuesta and Allan Hancock College students. Hancock students are getting ready for Skills USA.

Paula – ICT

Paula distributed the chart on new foundational skills in the new economy. This is an opportunity to look at the digital economy across all disciplines.

This Friday she is meeting with ICT faculty (they meet quarterly). They will have a discussion on building out pathways. Based on what faculty choose, they will

CCIC – June 22 at Camp SLO. Paula is a judge. Middle and high school students compete.

This month another reason has chosen Practice Labs as their virtual lab provider. This will result in a price reduction for our region. High school students can also take part.

Model curriculum for cybersecurity that is a statewide project. She is involved as a project lead for JobSpeaker and LinkedIn Learning.

Dave – Construction/Utilities

Tomorrow there is a focus group in San Jose for building maintenance technicians. There is an opportunity in this region. He will bring information to the next SCCRC meeting.

He is in the process of getting a contract with Lisa Egland to help organize and facilitate three convenings for residential and light commercial builders for incumbent workers—to be held at COC, Ventura/Santa Barbara and then north SB county/SLO. These are for non-union workers and are primarily listening sessions.

In March the HVAC educators conference in Las Vegas. This is a great event for AVC and Oxnard college faculty.

Adele - Center of Excellence

The postings of program recommendations in our region are not yet posted. They are still making the postings ADA compliant. Adele will let everyone know when the postings are live.





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The Sector Analysis sessions are completed. All of the notes from the sessions are being compiled – including gap analyses. The infographic posters are currently with the graphic designer. The micro-regional tri-folds will be next after that.

Adele is working with the RCs to complete the LMI portion of the SWP Regional Plan update.

- Regional Chairs

NOVA is adding Perkins – being designed now. Also, LaunchBoard has been updated.

The Strong Workforce metrics are being aligned with Vision for Success metrics. Removing the local award from the SWP metrics.

The Incentive fund calculations have not yet been released. Hopefully, it will be announced this month.

At Extended Ops there was discussion about cross-sector work. Many potential projects were presented.

The Chancellor's Office is working on improving communications. WEDD memos are not coming to the RCs. All of the listservs need to be updated. The communications need to be sent to multiple recipients – not just through the regions. **The assumption is that everyone listed as a primary recipient is actually getting the information— therefore, we are responsible for sharing the information out. The CTE deans say this is not acceptable. They are being chastised internally.**

Sheneui shared her 5 priorities – (1) the WEDD division is being reorganized. **We will ask on tomorrow's call whether Sandra's function as Asst. Vice Chancellor is subsuming the Dean of Field Operations position.** (2) Sheneui is trying to get contracted to count for SWP metrics. (3) She would like data to be presented in a more usable format. (4) She is working on fiscal agent changes – Rancho or CO. (5) She wants to focus on economic development to address community needs and connecting students in their local communities.

There will be Executive Council meeting and Steering Committee next week. The Executive Council communicates to the rest of the CEOs. They are aware of the challenges of communicating upward and downward.





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There was a brief discussion about the first pass of the Governor's 20-21 budget.

We have a question about one of the K12 SWP applications from last year that is also this year – a for-profit charter school.

- Colleges – no reports

10:40 – 10:50 Break

10:50 – 11:30 K12/CC Collaboration—The new Selection Committee is posted to the website---- these were all of the attendees at the January 9th onboarding meeting

Update information

- Luann updated the group about the January 9th onboarding meeting,
- K14 TAP position is now approved at COC and is at Rancho Santiago community college district (fiscal agent).
- K12 SWP Pathways Coordinator positions. The memo went to our K12 listserv yesterday. The host LEAs must be submitted by January 31st. Luann explained the process.
- What is working—
Laurie Arnold asked what the community college partners as what works for them. Juliet Herman acknowledged Laurie for bringing college partners to her meetings.

Monica Phillipe shared from Oxnard USD that they have 65 pathways. She highlighted Oxnard College and their meetings. Thirty-five high school teachers and OC brought in 15-20 faculty to have pathway discussions. This generated 30 “Intent to Articulate” that day as well as one Dual Enrollment section.

David Gatewood shared about the VCOE meetings. Regarding Dual Enrollment at Moorpark he noticed that the high school folks were anxious to do whatever it takes to make it happen. He would like to see a project that asks the high schools to share where their high school students are taking classes from for-profit schools.

He shared that they are looking a long-existing articulation agreements through the lens of dual enrollment.





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Laureano shared that at Antelope Valley College finds ways to collaborate with their high school partners. For example, they are all doing New World of Work projects as well as Dual Enrollment and articulation. Industry also pushes the high schools and community college to collaborate. Industry wants high school students to be able to take entry-level jobs right after graduating and then continue on at AVC.

Holly shared that cross-pollination (both high school and college faculty) on advisory committees is very helpful.

- **Regional priorities for 20/21**

Laurie shared that in Ventura County they would like to **continue refining the calendar that shows when we come together around certain activities. This should be micro-regional.**

Laureano mentioned their apprenticeship programs. Celine added that the need for communication and collaboration is so important. Moorpark College will have Career Week in March.

Monica Phillippe would like to have their capstone courses as dual enrollment. They could help backfill college sections.

Paula said that the tools the region is purchasing work very well with Dual Enrollment. She suggested meeting in small groups to discuss building out emerging technologies to be ready for what's coming.

Harriet said that high school counselors do meet the community college minimum qualifications, so intro counseling courses would be a good fit as dual enrollment.

- The group brainstormed what comprises successful K12 partnerships:
 - CC Deans/K12 leaders meet (build relationships)
 - Meetings with high school and CC faculty (with food!)
 - Articulation (through dual enrollment lens)/ Dual Enrollment discussion (this is big for K12 students) – Minimum qualifications are an issue for CC faculty
 - Build relationships with students, high school to college (hand-off's; touch points are important)
 - Ask K12 where students are taking classes outside of high school
 - Communication both ways align around projects





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- Industry motivates K12/CC collaboration (i.e. High school lab- entry level jobs/ Antelope Valley College programs/ BS degree)
- High school/CC advisory commits input on priorities
- Formalize K12/CC engagement
- Share info on events/programs (apprenticeships, etc) / leverage communications
- Pre-requisites at CC-to-K12 capstone classes/ build bridges
- K12 access to tools like JobSpeaker, Virtual Labs, etc. (start with small groups)
- Must respect bargaining units
- Use counselors who use Minimum Qualifications
- Enjoy the dance!

11:30 – 12:15 Lunch

12:15 – 2:15 Perkins V workshop – Robin Harrington, Harrington Educational Consulting (Formerly Perkins Expert at the Chancellor’s Office)—see PPT posted [online](#) below these minutes

Advisory committee must be trained and informing the Comprehensive Needs Assessment. In year one – starting July 1st – the needs assessment is required. Section 134 describes how to do the needs assessment. Having, conducting and training the advisory committee is a “must do” and they ask how you did it.

Comprehensive Needs Assessment – general notes

“in-demand industry sector” defined on slide 12.

Most will have done this as part of Strong Workforce. Put in what WIOA is doing.

New special population categories listed in Accountability Section 113.

Dr. Pradeep Kotamraju– Current CDE Director and from the CO Jeff Mzerek should be telling the field how calculate the new areas: homeless youth, foster youth, youth with a parent in full-time active military, major ethnic groups, economically disadvantaged, disabled, English language learners, and by gender.

Robin will send her document detailing definitions of these groups to us and we will make it available in the Perkins folder on our website.





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Robin emphasized that now is the time to analyze whether you actually have non-traditional students in your programs. If you don't meet 90% of one of the core indicators, now you must do this in conjunction with the advisory group.

The Chancellor's Office must send a Guidance Memo that says how many times the large advisory group must meet.

2:15 – 2:30	Break
2:30 – 3:30	Perkins Workshop Continued
3:30 – 4 pm	Wrap up and Next Steps

Next Page:

**Upcoming
Meetings & Events**
(more details at www.sccrcolleges.org)





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Upcoming Meetings & Events

(more details at www.sccrcolleges.org)

Regional SCCRC Meetings

Feb 21 [SCCRC SWP Regional Meeting](#) 9am-11am (Please register [online](#)) This will now be a Zoom meeting.

Other Regional and Statewide Meetings

Jan 22 [***From Kids to Careers: LMI in K12 Public Education***](#) 10:0am-11:30am
Online webinar

Jan 24-26 [***Agriculture Ambassadors State Conference***](#), Cal Poly SLO
Contact: Marley Sollecito, msolleci@calpoly.edu

Jan 29 [***New Health Educator Boot Camp***](#), College of the Canyons

Feb 4 [***Uniquely Abled Academy Open House***](#) 5:30pm -7:00pm, College of the Canyons
<http://tinyurl.com/UAA-FEB4>

Feb 6 [***Agricultural Forum***](#), Santa Maria Fairpark. Contact: Holly Nolan Chavez (805)922-6966
ext. 5276 or hchavez@hancockcollege.edu

Feb 7 [***Global Trade Career Pathways Roundtable***](#), SBCC 9am-11am

Feb 21 [***Creating Dementia Capable Health Systems***](#), College of the Canyons
Contact Irene Ornelas for more information: Irene.Ornelas@canyons.edu
(805)372-1712





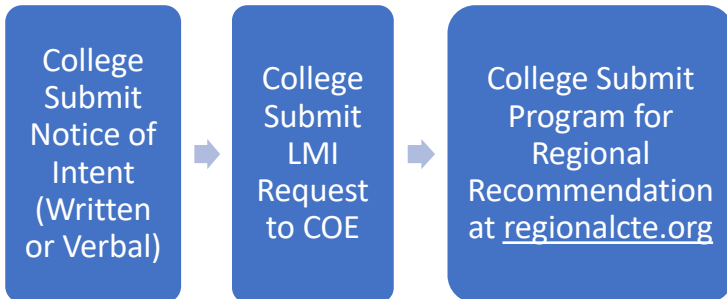
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- March 9-13 **CCCAOE Spring Conference in Sacramento**, Hyatt Regency, Sacramento
[Schedule At-A-Glance](#). Registration opening soon.
- March 22-24 **Get Focused, Stay Focused: Annual Conference of Collaboration**,
Santa Barbara City College (West Campus)
www.getfocusedstayfocused.org
- March 23-25 **National HVACR Educators and Trainers Conference**, Las Vegas
<https://docs.google.com/forms/d/e/1FAIpQLSfJKH0jbH2KQrTKMHDFcWPRD2rCv5Zp61hcZfRnfv2Vtb2Jg/viewform>
- The ECU will cover the registration fee for any California Community College ECU related faculty to attend the National HVACR Educators and Trainers Conference March 23-25, 2020, and the [Daikin Ductless Installation Class](#) on March 26, 2020 (please note that the Daikin class is limited to the first 100 people to sign up). Should you choose to attend, which we hope you do, you will be responsible for substitutes, travel and lodging expenses. **You can learn about hotel accommodations and book a room [here](#).**
- Apr 24 **California Community Prosperity Training Summit**, Santa Maria
Contact: Holly Nolan Chavez, hchavez@hancockcollege.edu
- May 1 **2nd Global Trade Symposium**, Santa Barbara City College. industry + college students, counselors, faculties and deans + high school counselors and educators. The keynote speaker is [Terri Morrison](#). There will be two to three breakout sessions.
- May 1 **Health Workforce Initiative Behavioral Health Career Awareness Symposium**, Crowne Plaza Ventura
Goals of Symposium: 1) Increase awareness of behavioral health careers and their related pathways, 2) Identify local educational programs, 3) Describe a framework with three methods of how we can engage with others, 4) Identify one online resources to support engaging with others with empathy while avoiding burnout, 5) Describe two individual-level tools as anti-burnout strategies. *Registration Coming Soon!*
- June 22-26 [Cybersecurity Space Camp June 22-26, 2020](#) This camp will feature two days of instruction, two days of hand-on, learn by doing with satellites, and a visit to Vandenberg AFB. Students will also compete in the California Cyber Innovation Challenge.



SOUTH CENTRAL COAST REGIONAL CONSORTIUM

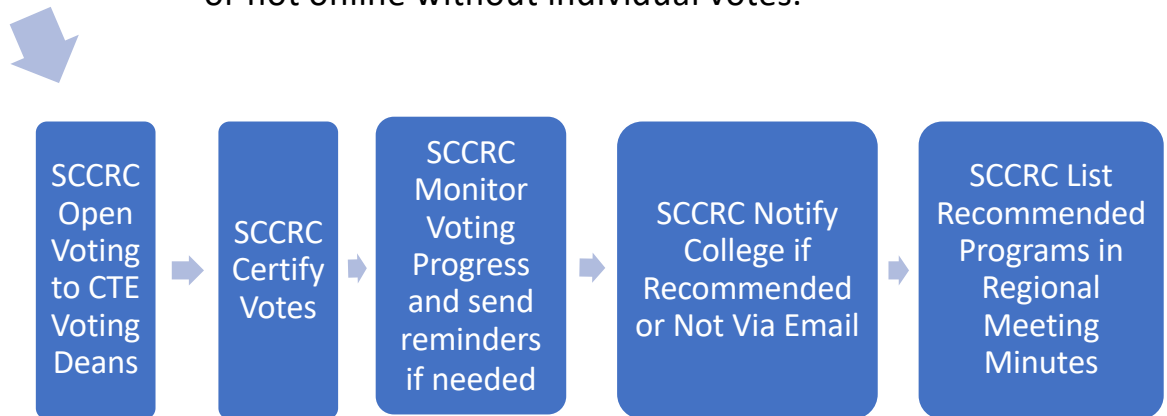


Recommendations: Low Unit Certificates to CO:

1. Use COE secondary format for LMI to expedite process.
2. Bring as a group to SCCRC for discussion, review and vote.
3. SCCRC to annotate program recommended or not online without individual votes.

Other Recommendations:

1. Keep it SIMPLE!
2. Revised NOI (online) to auto-populate a google doc/Excel/Database for easy listing and review. Sorted by TOPS Code.
3. All COE LMI reports to be easily accessible for review and immediate upload if appropriate.
4. Review regionalcte.org website and provide feedback to the system.



”Back pocket” Discussion Questions

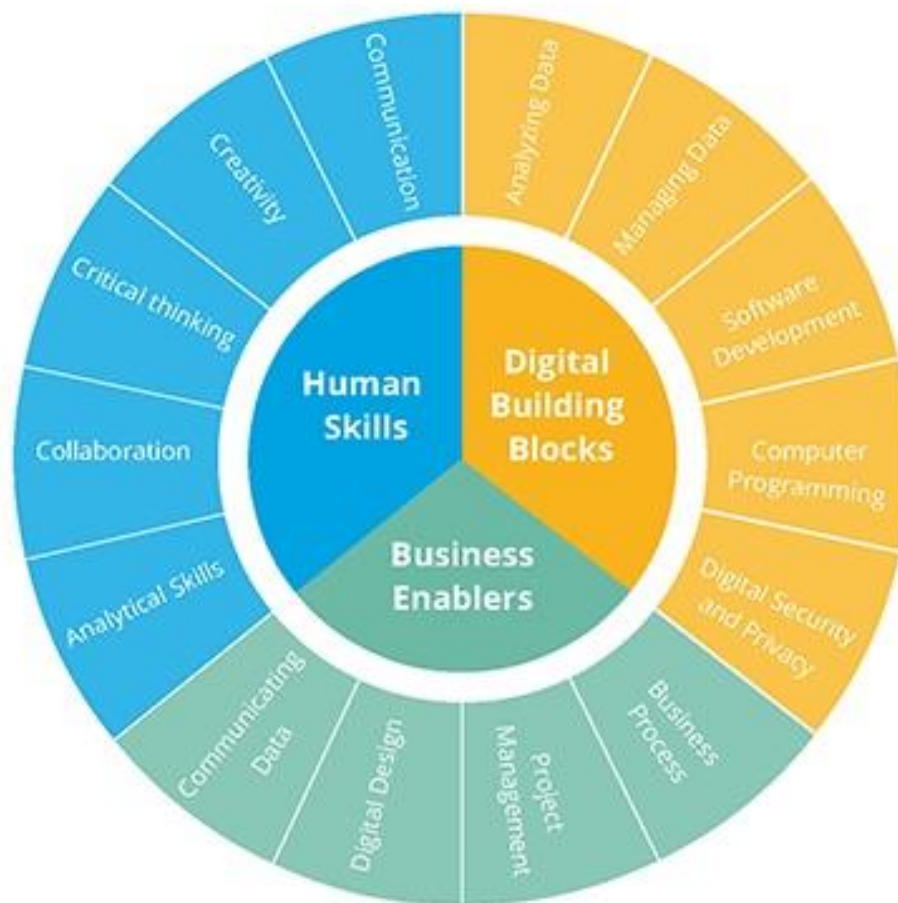
As the region is getting started with JobSpeaker, how do you envision it working with your campus’ work-based learning.....

Tracking, Letting students know about work-based learning opportunities, etc.

How do you envision LinkedIn Learning working with your efforts?

How could colleges work more closely with their high school partners in these efforts?

The New Foundational Skills of the Digital Economy



These 14 skills, already in wide demand by employers, command salary premiums and are crucial for workers who want to keep pace with a changing job market.

© Burning Glass Technologies



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MEMORANDUM

December 20, 2019

19-030 Via Email

TO: Regional Consortium Chairs

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division
California Community Colleges Chancellor's Office

CC: Sandra Sanchez, Assistant Vice Chancellor, Workforce and Economic Development
Division
California Community Colleges Chancellor's Office

Michelle McIntosh, Education Administrator
California Department of Education

Workforce and Economic Development Division Staff
California Community Colleges Chancellor's Office

RE: Guidance on the selection of K12 Pathway Coordinators

Guidance on the Selection of Host LEA for K12 Pathway Coordinators

This memo provides guidance to the regional consortium chairs for the selection of the Host Local Education Agency (LEA) for K12 Pathway Coordinators (K12 PCs). A memo was previously released that provided guidance for the K14 Technical Assistance Provider position.

Flow of Funding, Applications and Hiring

The California Community Colleges Chancellor's Office will use a single fiscal agent to administer the \$12 million in K12 SWP funding for the 2019-2020 year. This fiscal agent will help process funding to the K12 Pathways Coordinator Host LEA and execute the contract.

It is the responsibility of each regional consortium to select the Host LEAs for the K12 Coordinators assigned to their region. To facilitate this process, an application to Host K12 Pathway Coordinators as well as a rating sheet is provided.

The recruitment and employment process for the K12 Pathway Coordinators will be conducted by the LEA identified as the Host LEA for K12 Pathway Coordinator. The



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Chancellor’s Office requests that this process begin immediately. See the list of key dates in the next section for an implementation timeline.

K₁₂ PATHWAY COORDINATOR

For the K₁₂ Pathways Coordinator a two-step process is involved: first, identifying the host and, second, completing the hiring process.

1. To identify the host, each Regional Consortium will solicit interest (via email) from Local Education Agencies (LEAs) within a Community College District (CCD) to determine eligible entities interested in hosting the position. If only one eligible entity responds, then the institution will be awarded the position for its district. If more than one eligible entity expresses interest, then the regional consortia will distribute the Host Application. Each application will be evaluated utilizing the attached Score Sheet. The Host applicant receiving the most points will be selected to serve as the K₁₂ Career Pathways Host.
2. The selected host will manage and administer a competitive hiring process to select the most qualified applicant and set the term(s) of employment for the K₁₂ PCs. The host is required to be the employer of record and is responsible for delivering services according to the job description developed and posted jointly by CDE and CCCCCO. The grant amount is capped at \$125,000.00 per year including benefits. The salary range for this position is suggested to be \$65,000 – \$95,000 and is typically a ten (10) month, full time position. The position is expected to start as early as possible, but no later than May 1, 2020 and continue for up to 18 months under the first contract period. The position will be renewable to continue in 12 month increments after the first contract period (pending approval in the state budget).

Rollout and Timeline for 2020-2021 K₁₂ Pathway Coordinators

The proposed timeline for applications, selection, and onboarding training of K₁₂ Pathway Coordinators is as follows:

December 20, 2019	Application for host LEA available online.
December 20, 2019	Job descriptions of K ₁₂ PCs available online.
January 31, 2020	Identification of host LEAs



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February 10, 2020

Each Regional Consortium will identify and forward host contact information to the CCCCCO who will in turn notify the Fiscal Agent to initiate host fiscal agent contracts.

February 25, 2020

The Fiscal Agent shall execute contracts to the Host LEA.

April 20, 2020

Host LEAs will have identified and hired K12 Pathways Coordinator and forwarded the information to the regional consortium in their region.

Ongoing

CCCCCO and CDE will review executed contracts, processes followed, and outcomes of K12 Pathway Coordinators hiring and publish the final list of K12 Pathway Coordinators.

June 22-24, 2020

Onboarding and Training for K12 Pathway Coordinators and K14 TAPs



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APPLICATION TO HOST K12 PATHWAY COORDINATOR

The deadline to complete the application for the K12 Pathway Coordinator in your LEA, is **DATE HERE.**

NOTE: **[YOUR REGIONAL CONSORTIA HERE]** will rank this application according to how well applicants demonstrate a commitment to serving the community college district and region, the level of grant management experience, nimble/flexible fiscal processes, the ability to manage and support the position, and the ability to fill the positions relatively quickly.

LEA	
Community College District served	
Primary Contact	
Title	
Email	
Phone	

Please provide brief answers to the following questions:

1. How will you ensure that the K12 Pathway Coordinator is able to serve your community college district service area **including all middle and high school affiliates?** Include information such as:
 - a. How would you determine and support your service area’s focus?
 - b. Describe prior or existing collaborations with K12 and college partners that would support hosting this position.
 - c. If your organization is proposing to serve multiple community college districts and host multiple K12 Pathway Coordinators, provide the rationale for doing so.
 - d. Describe CTEIG or K12 SWP partnerships in which your organization has played a role.

2. Describe how your fiscal/grant processes and resources are prepared to support the work of the K12 Pathway Coordinator. Include information such as:



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- a. What examples do you have of your organization's ability to serve as a fiscal agent for a K12 Pathway Coordinator? Include experience managing other grants.
 - b. What evidence do you have of your organization's ability to process payments, travel, conference expenses?
 - c. What office space, technology, and administrative support is available to support this position.
3. Once selected, describe how you would manage the K12 Pathway Coordinator.
- a. Who will supervise this position?
 - b. What is the plan to monitor and evaluate the performance of this position?
 - c. What obligations would the K12 Pathway Coordinator have to the host institution apart from carrying out the K12 Pathway Coordinator duties?
 - d. This position is responsible for serving multiple institutions and will be situated within an evolving organizational matrix with reporting relationships to the region including the K14 TAP, the regional consortium, the SWP Selection Committee, the Chancellor's Office, the California Department of Education, Regional Directors, Guided Pathways Coordinators, and Strong Workforce Program TAPs (e.g. COEs). How will your institution take this into account in providing supervision of this position? Please describe other positions hosted by your institution with a similar external orientation.
4. How will this position be filled?
- a. How you would employ the K12 Pathways Coordinator (faculty on special assignment, release time, administrator, classified staff, independent contractor, etc.)
 - b. Will you recruit for this position or do you already have someone identified for the position?
 - c. Describe how you would carry out the recruitment process.
 - d. Will there be opportunities for other stakeholders to participate in the selection process?
 - e. What is your projected timeline for filling the position?

The annual budget is \$125,000. Describe the categories of expenditure and the amount you anticipate budgeting for each.



California Community Colleges

Expenditure Type	
1000 – Certificated Salary	\$
2000 – Classified Salary	\$
3000 – Employee Benefits	\$
4000 – Books and Supplies	\$
5000 – Services and other operating expenditures	\$



California Community Colleges

HOST CANDIDATE RATING SHEET FOR K12 PATHWAY COORDINATORS – SCREENING

Host Institution Name:
Community College District:
Region:
Screening Score:
Reviewer:
Date:

Screening:	
Regional Orientation:	Scoring Guide:
	Indicates how they would support regional focus
	Displays support for the CTEIG and K12 SWP programs
	<i>Comments:</i>
	Regional Score (Enter a number between 0 and 5):
Fiscal & Other Support:	Scoring Guide:
	Evidence of ability to serve as fiscal agent in support of K12 PCs
	Evidence of ability to process payments, conference expenses
	Experience with state grants
	Office space, technology, admin support
	Description of Fiscal Processes provided
	Reference to nimble/flexible fiscal departments
	Other supportive services
<i>Comments:</i>	
	Grant Rating (Enter a number between 0 and 5):
Management:	Scoring Guide:
	Identified Supervisor of Record
	Has a plan in place to monitor grant performance
	Plan for evaluating Career Pathway Specialist
<i>Comments:</i>	



California Community Colleges

	Management Rating (Enter a number between 0 and 5):
Recruitment Process:	Scoring Guide:
	Recruitment process likely to generate quality candidates
	Process for filling position described and reasonable
	Method of employment defined
	Process for filling position timely
	<i>Comments:</i>
	Recruitment Rating (Enter a number between 0 and 5):

Rating Category	Score
Regional Knowledge	
Fiscal & Other Support	
Management	
Recruitment Process	
Total Score	



TO: Chief Executive Officers
Chief Instructional Officers
Chief Business Officers
Reentry Grant RFA Contacts

FROM: Raul Arambula,
Dean, Educational Services & Support

RE: Collaborative Programs Eligibility Criteria and Submission Guidelines

BACKGROUND

This memorandum is to provide guidance in the area of Collaborative programs. The creation of collaborative programs between colleges allows for innovations that offers students additional pathways for success. For various reasons some colleges are constrained from offering certain programs on their campus, which unfortunately can effect students by limiting their choice of degrees and/or certificates. In order to assist colleges in expanding their programs, below are detailed guidelines for creating a collaborative program.

COLLABORATIVE LOCAL DEGREE OR ADT PROGRAMS

Eligibility Criteria

1. Requires a minimum of two colleges in agreement to develop a program.
2. All required courses must be offered at least once during a 2-year time-frame.
3. Courses must be made available in a distance education modality when the time and frequency of travel would otherwise pose a challenge for students completing the program.
4. Each college must create and maintain the courses chaptered by the Chancellor's Office.
5. Each college's catalog must list courses offered in the program and where courses may be taken, including those that are not offered at the home college.
6. Each college must maintain the resources necessary to support the collaborative local or ADT program.

Submission

1. All colleges must submit the courses in the program for approval before developing the program.
2. The Chancellor's Office Curriculum Inventory system will have a collaborative program goal feature with a drop down to select local, Career Technical Education (CTE) or Associate Degree for Transfer (ADT) that the submitter selects.

3. The Chancellor's Office Curriculum Inventory system will have an import feature allowing other colleges' approved courses to be added to the program.
4. The college offering the majority of the courses (called the primary) must submit the program narrative and articulation documentation per Criteria for Approval processes on page 78 of the Program and Course Approval Handbook (PCAH).
5. Once the primary college has submitted the documentation, the other colleges may import that documentation for their submissions.
6. Accreditation requirements - All colleges participating in the collaborative program must submit a substantive change proposal to the ACCJC per 1.5 of the 2017 ACCJC Substantive Change Manual.

COLLABORATIVE CTE DEGREES/CERTIFICATES

Eligibility Criteria

1. Requires a minimum of two colleges in agreement to develop a program.
2. All required courses must be offered at least once in a 2-year time-frame
3. Courses must be available in distance education modality. Consideration of the time and frequency of travel expected of students when determining and scheduling required in-person coursework at locations other than the home college.
4. Each college must create and maintain the courses chaptered by the Chancellor's Office.
5. Each college catalog must list the courses offered in the program and where courses may be taken that are not offered at the home college.
6. Each college must maintain the resources necessary to support the collaborative CTE program.

Submission

1. If collaborating colleges are located within the same consortium, only one program endorsement is needed. If not, multiple endorsements will be necessary.
2. If collaborating colleges are located within the same consortium, only one labor market study must be done. If not, multiple labor market studies must be done.
3. If collaborating colleges are located within the same consortium, only one set of regional advisory board minutes need be submitted. If not, multiple sets of advisory board minutes must accompany the program submission.
4. All colleges must submit the courses in the program for approval before developing the program.
5. The Chancellor's Office Curriculum Inventory system will have a collaborative program goal feature with a drop down to select local or CTE that the submitter selects.
6. The Chancellor's Office Curriculum Inventory system will have an import feature allowing other college's approved courses to be added to the program.
7. The college offering the majority of the courses (called the primary) must submit the required program documentation per item III Career Technical Education Degree: AA and AS on page 79-80 of the PCAH and for CTE Certificates the requirements listed on page 92 of the PCAH.
8. Once the primary college has submitted the documentation, the other colleges may import that documentation for their submissions.

Collaborative Program Eligibility Criteria and Submission Guidelines

October 22, 2019

9. Accreditation requirements - All colleges participating in the Collaborative Program must submit a substantive change proposal to the ACCJC per 1.5 of the 2017 ACCJC Substantive Change Manual.

LEGAL AGREEMENTS

1. Agreements should clearly indicate how funding will be distributed and/or shared.
2. It is recommended that the MOU agreements indicate each college's responsibilities particularly for transcribing and issuance of student awards.
3. The MOU should also address how financial aid will be processed. Pell Grants can only be issued by one college.

FINANCIAL AID

1. Additional approval will be required from Student Financial Aid at the U.S. Department of Education if the colleges are not offering the program in a standard term.

If you have questions, please contact Dean Raul Arambula via email at rarambula@cccco.edu.

cc: Eloy Ortiz Oakley, Chancellor
Daisy Gonzales, Deputy Chancellor
Marty Alvarado, Executive Vice Chancellor



California Community Colleges

MEMORANDUM

January 10, 2020

20-001 | Via Email

TO: Chief Instruction Officers
Chief Executive Officers
Chief Business Officers
CTE Deans
Regional Consortium Chairs
K14 Technical Assistance Providers for K12 SWP
Statewide Directors
Regional Directors, Employer Engagement
Community College Workforce and Economic Development Practitioners

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division
California Community Colleges Chancellor's Office

CC: Workforce and Economic Development Division Staff
California Community Colleges Chancellor's Office

RE: Update on New World of Work program

Colleagues,

[New World of Work 21st Century Skills](#) content has been adopted and used by over 70 community colleges to prepare students to be work-ready. The content, when embedded into existing curriculum, helps students understand, build, and practice critical employability skills such as collaboration, communication, and a problem-solving mindset.

In 2020, New World of Work content will be transferred from Shasta College to the California Community College system's comprehensive professional development platform, the [Vision Resource Center](#). More information about the timing of the transition and format will be shared in the next few months. Colleges interested in having in-person professional development training may still request and schedule training. Additional

Chancellor's Office, Workforce and Economic Development

1102 Q Street, Sacramento, California 95811 | Sixth Floor | 916.445.8752
www.CaliforniaCommunityColleges.cccco.edu

Update on New World of Work program

January 8, 2020

details will be forthcoming.

New World of Work remains a vibrant part of the Chancellor's Office workforce and economic development strategy—helping community colleges provide relevant, industry-responsive training that supports students' economic and social mobility. The Chancellor's Office is committed to expanding access to make ongoing professional development available through the Vision Resource Center.

We would like to recognize and thank the two colleges that provided technical assistance on the program: Feather River College for developing the New World of Work program and Shasta College for stewarding the program since 2017.

For questions regarding New World of Work or to be notified when more updates are available, please contact Nicole Scholes at nscholes@foundationccc.org.



SCCRC Regional SWP Meetings
Monday & Tuesday, January 13-14, 2020
Attendee Sheet

	Name	Monday Jan 13	Tuesda y Jan 14	Job Title	Agency Name	Email
1	Arnold, Laurie	✓	✓	Executive Director, Career Education	VCOE	larnold@vcoe.org
2	Bastine, Mike	✓	✓	Regional Director, Adv Manufacturing	College of the Canyons	michael.bastine@canyons.edu
3	Bormann, Greg	✓	✓	Dean, Health & Safety Sciences	Antelope Valley College	gbormann@avc.edu
4	Cabral, Robert	✓	✓	Dean, Career Education	Oxnard College	rcabral@vcccd.edu
5	Cascamo, John	✓	✓	Dean of Workforce & Econ Dev	Cuesta College	john_cascamo@cuesta.edu
6	Chavez, Holly	✓	✓	Regional Director	Cuesta College	hchavez@hancockcollege.edu
7	Clinton, Maria	✓	✓	Interim Dean of CTE	Antelope Valley College	mclinton@avc.edu
8	Cotti, Nadia	✓		CTE Supervisor	Wm S. Hart UHSD	ncotti@hartdistrict.org
9	Doyle, Mariane	✓		CTE Director	Wm S. Hart UHSD	mdoyle@hartdistrict.org
10	Duenas, Felicia	✓	✓	Dean, Career Education	Ventura College	fduenas@vcccd.edu
11	Flores, Laureano	✓	✓	Dean, Academic Planning	Antelope Valley College	laflores@avc.edu
12	Gatewood, David	✓	✓	Interim Dean	Moorpark College	Dgatewood@vcccd.edu
13	Happel, Harriet	✓	✓	Dean, Career Ed & Integrative Learning	College of the Canyons	Harriet.Happel@canyons.edu
14	Harrington, Robin		✓	Owner	Harrington Educational Consu	robin.harrington@comcast.net
15	Heasley, Rosie		✓	Project Supervisor	Antelope Valley College	rheasley@avc.edu
16	Herman, Juliet	✓	✓	Director, Career Education	VCOE	jherman@vcoe.org
17	Hermann, Adele	✓	✓	Director	Centers of Excellence	ahermann@vcccd.edu
18	Hillman, Linda	✓	✓	Deputy Director	SB WDB	l.hillman@sbcsocialserv.org
19	Hodge, Paula	✓	✓	Regional Director, ICT/DM	SCCRC/College of the Canyon	paula.hodge@canyons.edu
20	Hoffman, Mike		✓	Career Ed Grant Director	Moorpark College	mhoffman@vcccd.edu
21	Hollems, Diane	✓	✓	Co-Chair	SCCRC	diane.hollems@gmail.com
22	Jurevich, Gayla	✓	✓	Regional Director	SCCRC/ Cuesta Colege	gayla_jurevich@cuesta.edu
23	LaFave, Andrew		✓	Research Analyst	VCCCD	alafave@vcccd.edu
24	Lake, Amanda	✓	✓	Consortium Coordinator	SCCRC	amanda.j58@gmail.com
25	Lau, Margaret	✓	✓	Dean, Academic Affairs	Allan Hancock College	margaret.lau@hancockcollege.edu
26	Mettler, Tyrone		✓	Professor	Antelope Valley College	Tmettler@avc.edu

27	Newcomb, Debbie	✓	✓	Dean, Career Education	Ventura College	dnewcomb@vcccd.edu
28	Ornelas, Irene	✓	✓	Regional Director, Health Sector	Health Workforce Initiative	irene.ornelas@canyons.edu
29	Ortega, Giovanni		✓	CTE Grant Director	Oxnard College	gortega@vcccd.edu
30	Park, Celine	✓	✓	Job Developer	Moorpark College	cpark@vcccd.edu
31	Phillippe, Monica		✓	Career Education Director	Oxnard UHSD	monica.phillippe@oxnardunion.org
32	Polis, Adilene	✓	✓	Regional Director, Global Trade	SBCC	apolis@pipeline.sbcc.edu
33	Price, Alan		✓	CTE Dean	SBCC	aprice3@sbcc.edu
34	Quire, Gary	✓	✓	Business Faculty	College of the Canyons	gary.quire@canyons.edu
35	Swanberg, Luann	✓	✓	Director/ Chair	SCCRC	lrswanberg@pipeline.sbcc.edu
36	Teasdale, Dave	✓	✓	Regional Director, ECU	Kern CCD	dteasdal@kccd.edu
37	Torres, Omar	✓		Associate VP, Academic Affairs	College of the Canyons	omar.torres@canyons.edu