



Workforce Workgroup (WWG)

MINUTES

Date: 2/28/18

Time: 2:30-4:00pm

Location: Room1943

Attending

Catherine Ayers, Robert Cormia, Lisa DeLapo, Liane Freeman, Ray Kaupp, Nicole Kerbey, Gay Krause, Keith Lee, Arcady Leviev, Teresa Ong, Nanette Solvason, Phyllis Spragge, Bruce Tambling, Sharon Turner, Warren Voyce and Donna Wolf.

Discussion Items

Topic:		Discussion Leader
1	Agenda Review	Ray Kaupp
2	Approval of Minutes 1/24/18	Ray Kaupp
3	WWG Budget Updates	Ray Kaupp
4	Work Based Learning	Robert Cormia
5	New Programs- Curriculum	Lisa DeLapo
6	For the Good of the Order	Ray Kaupp

Discussion Detail.

1. Agenda was revised. Dawn Girardelli will present "21ST Century Skills" at the next meeting. Robert Cormia was added to the agenda to present "Work Based Learning." Revised agenda was approved by consensus.
2. Minutes from January 24, 2018 were previously emailed. Motion to approve by Phyllis Spragge, second by Gay Krause. Vote: all approved, none opposed.
3. Ray Kaupp reviewed college budget updates. Currently our college is working on Governance Redesign. Members were directed to review the draft presented at the last PaRC meeting held on February 21, 2018 on the President's Office website under Shared Governance tab. Round 2 Local SWP proposals will be reviewed at a later date once the interim AVP of Workforce is appointed. Those proposals are not due until later in June 2018, however this date is tentative depending on whether the application template is designed and uploaded by the state Chancellor's office. Ray said the state's priority is to increase enrollments in CTE programs. 2nd Round Regional SWP's will be due early in Spring quarter; however, no exact date has been determined by the state. We will ask our regional consortium for an extension, since today is Ray's last day and a new interim AVP has not been appointed to coordinate this effort.
4. Our newly assigned student representative joined the WWG meeting. Introductions by attendees were made around the room.

5. Robert Cormia presented and led a discussion on "Work Based Learning." In his research, Robert found that students who are offered work based learning either as part of an internship or cooperative work experience (CWE), those students have better academic outcomes, are better prepared for future careers with increased career knowledge, skills and abilities. These opportunities help address both academic and social achievement gaps. Currently, Foothill has no active career center; however there is an electronic job board which allows potential employers (currently over 1000) to register and post job openings where interested students can also register (currently 150 registrants) to see these openings. Robert talked about the need for a Career Fair. In the past Phuong Tran coordinated these in end of Spring quarter. He is hoping to work with Donna Miranda to possibly hold a fair in mid May. Robert also spoke about Internships which can be paid or unpaid and may lead to full/time or part/time employment. Currently Allied Health programs utilize a good model for their students to receive credit working in clinical partnerships with various clinics and hospitals, resulting in many of these students being hired by the partner. Internships can be 1-3 units and can also be posted in a career portal. Robert will explore the future possibility of launching a career portal, developing a speaker series, developing Internship and CWE curriculum, engage employers and connect to Service Learning. Sharon Turner will send a link regarding a March 15th meeting to discuss Regional Work Based Learning projects.

6. Lisa DeLapo presented KCI's three new Certificates of achievement including, Innovative Instructional Leadership for 18 units, Innovative Technology Leadership for 23 units, and Makerspace Coordinator for 18 units. Lisa presented the new program creation packets along with occupational findings. Motion by Phyllis Spragge to move the curriculum forward, seconded by Keith Lee, approved by consensus. Ray Kaupp signed approval by Workforce to forward to the Vice President of Instruction for approval.