


WORKFORCE DEVELOPMENT COMMITTEE

Thursday, April 16, 2020

1:00-3:00 pm

Zoom

Welcome (Quorum=7 voting members of original WDC)	Members in Attendance: Beth Arman, Joann Denning, Dona De Russo, Catherine Franco, Nicole Gomes, Marisa Greenberg, Lisa Gwyn, Sue Handy, Joellen Heaney, Anne Kingsley, Kara Levine, Rachel Luna, Noelle Palmer, Shelly Pierson, Pam Powers, Charlie Shi, Binita Sinha, Joan Symonds, Mario Tejada, Nick Vasallo, Mariam Worsham
Review Agenda/ Approval of Minutes	Approval of November 21, 2019 Meeting Minutes: Motion: Marisa Greenberg Second: Binita Sinha Approve: Unanimous Approval of April 16, 2020 Agenda: Motion: Mario Tejada Second: Joann Denning Acknowledge: Unanimous
Announcements/ Program Updates	<ul style="list-style-type: none"> • 2020-21 Resource Allocation Update (Beth): Process has changed to dovetail with program review. Some projects will be funded; some will not; others need department clarification. Will reach out to faculty and/or department chairs for more information. • CE Student Leadership Program Update (Catherine): Several faculty members are supervising about 16 students. Students are getting valuable experience through internships, tutoring, etc. Would like clarification from senior administration on hiring and available resources. Hope to continue program next year. • Charlie: Format of the Spring Business Leadership Conference for CA was changed from face to face to virtual. Competitions are still in progress. At least five students from DVC running for state offices. One DVC contestant in the CEO charity competition for March of Dimes. • Nikki: Online learning is challenging for Technical Theater students. The disruption has highlighted what we can and can't do and serves as a good marker for where we need to go. • Sue: ECE received funds from WFD. Created community ambassador program of alumni students. Ambassadors have been using social media contacts to appeal to a targeted audience. ECE has developed brochures and flyers in five languages. • Catherine: Please let us know what resources you need to support your CE programs and ensure student success. We offer work readiness skills to supplement your on-line classes.
Online Education Update	Anne Kingsley <ul style="list-style-type: none"> • POMP (Peer Online Mentorship Program): Online mentorship group for OEI alignment: <ul style="list-style-type: none"> ○ Focus on content, interaction, assessment and accessibility. ○ Online student readiness: short modules to prepare students for online learning. ○ Self-assessment tool redirects students to campus resources in real time.

WFD MINUTES

	<ul style="list-style-type: none"> • Working on home page template specific to career education. • Website redesign discussion: how to promote what we do on line, distance ed and how to move forward with fully online degrees and certificates. • Cranium Café: Fully underway. Another five counselors are hosting sessions. Need more training on how to manage online lobby, and need to address bandwidth issues.
<p>Academic Senate Update</p>	<p>Joann Denning</p> <ul style="list-style-type: none"> • There are discussions around supporting online resources and accessing specialized equipment. • Transfer academic programs need to be included in Advisory Board discussions. • Need to develop a process for building up curriculum and certificate programs. • Send Joann any announcements or issues you want addressed at Academic Senate meeting. • Nikki – State level allowances are being made for transfer students whose classes have been put on hold. Cheryl suggested sending affected students to Counseling for assistance. Counseling has been working with transfer institutions. Joann will bring this issue up in the next Senate meeting.
<p>Spring Advisory Board Meeting Update</p>	<p>Catherine Franco</p> <ul style="list-style-type: none"> • Catherine encouraged everyone to hold Advisory Board meetings this semester. We will extend through June. • It is critical to remain connected with industry partners. After the current disruption is over, the work environment will be different, so input from industry partners will be more helpful than ever. We will need input on training ideas and preparing students for the “new normal.” • How can we support you in keeping the momentum going? We are available to set up meetings, help with agendas, minutes, etc.
<p>WFD 5 Year Master Plan</p>	<p>Catherine Franco/Dona De Russo</p> <ul style="list-style-type: none"> • Plan has been approved by Academic Senate, Classified Senate and College Council. • Plan will guide us through the next five years of WFD work. • Will be a “working plan,” and will be brought to committee regularly to identify areas of focus. • Dona and Catherine reviewed highlights of the master plan: <ul style="list-style-type: none"> ○ Components of WFD Master Plan ○ Background ○ Research and Data used to develop goals and strategies for the next 5 years: <ul style="list-style-type: none"> ▪ Labor market data through variety of sources to ensure we are on track with growth industries in our region. ▪ Student data ▪ CCSSE Survey ▪ EMSI ○ Key Findings – Career and General Education ○ Focus on goals and strategies ○ Implementation Grid ○ Four Goals: <ul style="list-style-type: none"> - Curriculum – expedite alignment and processes and strategies - Community Partnerships – increase - College Infrastructure – improve

WFD MINUTES

	<p>- Employer Engagement</p> <p>Approval of Master Plan: Motion: Pam Powers Second: Charlie Shi Approve: Unanimous</p>
Embedded Career Curriculum-Work Readiness/Career Prep	<p>Catherine Franco Career development / work readiness curriculum being folded into fall classes. Need these skills embedded in classes vs. being taught as external workshops.</p>
Adjourn	<p>Next Meeting: May 21st 1-3pm</p>

Accounting Administration of Justice Alcohol and Drug Studies Architectural Technology Art Digital Media Athletic Training/Sports Medicine Business/Commerce Child Development/Early Childhood Education Coaching Computer Programming Computer Support/Computer Networking Construction Inspection Construction Technology Culinary Arts Dental Assisting Dental Hygiene Electronics/Electricity Technology Energy Systems Technology Engineering Technology Fitness Trainer Geographic Information Systems Horticulture HVAC/PLUMB/STMFT Industrial Systems Technology and Maintenance Industrial Technology Journalism Library Technology Marketing/ Distribution Nutrition Office Technology Pre-Apprenticeship Radio and Television Real Estate Recording Arts Small Business/Entrepreneurship Software Applications Special Education Services Technical Theater

Diablo Valley College is passionately committed to student learning through the intellectual, scientific, artistic, psychological, and ethical development of its diverse student body. Diablo Valley College prepares students for transfer to four-year universities; provides career and technical education; supports the economic development of the region; offers pre-collegiate programs; and promotes personal growth and lifelong learning.