Extended Operations (Ext. Ops) Meeting Minutes
June 25, 2014

Welcome and Introductions
- Introductions of all attendees by Vice Chancellor Van Ton-Quinlivan and sharing of key progress made.

LaunchBoard
- Training has been focused on additions needed for LaunchBoard. A video will be released as a tool for training. Established a list serve of resources. Workplace learning and soft skills will be tagged and then added into additional tracking tool.
- Visit LaunchBoard resources data page found on the DWM site. Site includes how to use the labor market information, videos, four different discussion guides, coding, research studies, etc.
- No CDE representative.
- Tracking of traffic on site.
- Tool within LaunchBoard, document metric by metric instructions on data. Each college will have a local updated point person responsible for imbedded workplace learning and soft skills. All other responsibilities on grantee.
- LaunchBoard help desk, look for trends and will be seen as a forum. Going to six digit TOP (Taxonomy of Programs) code sorting.
- Soft Skills are difficult to track (measure). Start with survey of faculty. Job posting list commonalities; run EMSI from employers.
- Enhancing Labor Market component.
- Building a college program review tool.
- Policy: Recommendation to go into CDE scorecard. Document on guidance for repeatability regulations and Ed. Planning. Three initiatives to be tackled are Ed. Planning, common assessment, and On-line Ed.
- Working on CDE crosswalk, same pathways.
- Third party certification pilot nationwide, challenging.
- Suggestions: Use Genuine Genius and NIMS with follow-up survey.
- National attention received on LaunchBoard by Georgetown and University of Texas.

$50 Million CTE Enhancement Fund
- Governor’s office and Legislature want to give greater attention to workforce needs to encourage high-wage, high-skill jobs.
• CCCCO has put together correct language where the money goes into regional structure for regional planning. First activity: Layout of communication rollout process with feedback from key constituents that fulfills budget language.
• General principles: Opportunity to build process to continue to fund, distribute funds in great diversity.
• Model using nine colleges in L.A/Orange County: Expand and share with DSNs to use as roadmap to connect with colleges. Rebuild structure to benefit employees, which wraps around certification. Levels of certification work hand in hand with entry into the field. Pathways will accelerate. To purchase machinery use volume purchasing. Work with industry to standardize curriculum. Work with faculty and colleges to be certified and colleges invested. Need certification in advancing the process.
• Timeline: Funding allocation go to Consultation Council in July, BOG in September, funds could be out to region in October. Funds spent by June 2016.
• Draft proposal on rollout: July through August SNs, DSNs, COE, and RCs to develop tools for capacity on Labor Market gaps between supply and demand.
• This is an equipment enhancement and professional development fund and is a one-time fund with one to one match.
• The fiscal agent for Regional Consortia is the default fiscal agent entity that will channel on behalf of consortia and faculty in region how monies will be spent. No college has entitlement, programs must be retooled and they must have capital to retool.
• Suggestions on “fiscal agent”: Monies come from CCCCO as allocation and in application form to RC. Each RC as fiscal agent and each consortia will do competitive applications within regions, consortium retains funds and do an agreement/contract (reimburse colleges for expenses).
• Suggestions from TAPs: Include TAPs as functional partner. Wrap around services not addressed by funding, project planning. Expected outcomes are student employment, momentum points, and wage gain; so there will need to be wrap-around services. Leverage other investments; have a plan.
• Suggestions on criteria: Beyond what is known, criteria to fund across economic regions, there should be an option for seed money (project and concept development), where colleges need other levels of expertise for proposal (the concepts around it, the research) allowing for two rounds. Match is not specific, need more legislative support. There should be a three page limit. Get an outsider perspective on draft.
• Suggestion from SNs: CEOs and faculty involvement, SNs can create list of priority projects and statewide partners. Review applications without conflict of interest. Is 4% enough, concern with infrastructure? Assist with LMI. Conflict between priority and emergent sector versus statewide implementation. Least path to spend money. Up-scaling versus new demand. Host RFA at CCCCO.
- Found a need to further explore issues of CTE funding by formulating groups of teams.

**Status & Integration Implications on DWM Network**
- Round robin on system redesign of CCPT, AB86, SB1070, and future investments to On-line.
  - Majority of manufacturing excited about Career Pathway and Adult Ed pool to feed pipeline.
  - HASPI investment allows partnership with many CCPT grants.
  - Venue for communication for people involved in different issues, needed integration. TAPs could provide convening and leadership for all these issues.
  - Need mapping.
  - Cross fertilization areas, available career paths (specialty options).
  - Data needed to identify colleges with programs in particular areas.
  - Develop system for finding students for pathways.
  - Labor costs will affect classrooms, causing financial problem.
  - On-line instruction increasing; highly skilled expertise is becoming a commodity. True role of faculty is expert as professional development.
  - Survey of knowledge gaps; revamp curriculum to speak to soft skills.
  - Need regional collaboration; no mandated role for consortium.
  - Global Trade side, focus on engaging faculty. Feedback from companies, global mindset, adaptability, cultural understanding, and business service interaction with students.
  - On-line educational resources, materials, and courses are valuable.
  - Engaging CTE faculty and representative from statewide Faculty Senate needs to have a voice.
  - Relationships can develop from these grants.
  - CCPT, North/Far North need recipients to mentor those colleges that need the funds.
  - Trying to partner with third parties to develop curriculum; there are difficulties in contracting (MOU).

**LMID Regional Economic Analysis – Any New Implications for DWM**
- Help solve skills problem; testing new data. New product called Regional Economic Analysis Profile (divided state into eight primary regions). Report divided into industry and occupation sections.
- Take data and identify top industry clusters in geographical area and then identify top occupations in cluster.
- Designed with workforce and education in mind.
- Used by local WIBs to evaluate high performance requirements, build partnerships, justification to apply for industry clusters for specific grants, use inside of One Stops, job placement, and training investments.
- Exploring issues on skills gaps and the feature of “Help Wanted On-line”.
• Evolving product. Reports being created for regions. Primary regions updated in August.
• Action items: Have individual conversation with sector team regarding Retail and Hospitality. CoEs in 2014-15; discuss possibility of the top 10 sectors morphing in any way.

Status Updates
• Survey of knowledge gaps in curriculum and next steps.
  • Results on knowledge of systems (CID) were not solid. Developing trainings on CID.
  • The time it takes to approve curriculum; need better process for submittals.
  • TOP Code coding needs to be addressed with academic affairs.
  • Colleges to get credit for their part in shared programs.
• New Academic Senate proposal for regional representative.
  • Need for more CTE faculty at local and state level.
  • Proposing a CTE leadership team who would participate with DSNs, SNs, RCs, and regional meetings. This linkage would report back to executive committee.

Next Meetings
• 9/24/14 Extended Operations
• 10/29/14 WEDPAC/EDPAC
• 11/14/14 Extended Operations

Adjournment