



**Steering Committee Meeting**

**November 17, 2017, 9:00 – 3:00 p.m.**

**Location: Hyatt Place, 3500 Market Street, Riverside, CA 92501**

**Draft Minutes**

<b>Roll Call</b>			
Barstow College - Sandi Thomas	x	Moreno Valley College - Art Turnier	x
Chaffey College – Joy Haerens	x	Mt. San Jacinto College - Joyce Johnson	x
Chaffey College - Vanessa Thomas	x	Norco College - Kevin Fleming	x
College of the Desert - Zerryl Becker	x	Palo Verde College – Sonja Brown Givens	
College of the Desert - Leslie Young	x	San Bernardino Valley College - Albert Maniaol	x
Copper Mountain College - Zachary Ginder	x	San Bernardino Valley College - Deanna Krehbiel	x
Copper Mountain College - David Norton		Riverside City College – Sandy Baker	x
Crafton Hills College - Robert Levesque	x	Riverside City College – Kristine DiMemmo	x
Crafton Hills College - Dan Word	x	Victor Valley College – Lee Bennett	
Moreno Valley College - Melody Graveen	x	Victor Valley College – Peter Maphumulo	x
<b>IE/DRC</b>			
Chair IE/DRC – Julie Pehkonen	x	Center of Excellence – Michael Goss	x
Fiscal Project Manager - Sheryl Plumley	x	IE/DRC – Diann Thursby (recorder)	x
Grants Admin Specialist - Taylor Gilbertson	x		
<b>GUESTS</b>			

Norco College- Debra Mustain	x	
<b>Meeting Called to order at: 9:15 a.m.</b>		
<b>Welcome/Introductions</b>		
<b>Approval of Minutes</b>		
Review and Approval <a href="#">8-22-17 Minutes</a>		
<i>Motion to approve the minutes from the August 22, 2017 Steering Committee meeting.</i>		
<i>Motion by: Thomas</i>		
<i>Seconded by: Krehbiel</i>		
<i>Vote: Motion approved with one abstention</i>		
<b>Excellence Awards 2018</b>		
<ul style="list-style-type: none"> <li>● Ad hoc committee responsible for the Excellence Award Nominations. <ul style="list-style-type: none"> <li>○ Set up criteria and handle nominations.</li> <li>○ Joyce Johnson and two Key Talent members.</li> </ul> </li> </ul>		
<b>DSN RFPs</b>		
<ul style="list-style-type: none"> <li>● Update on statewide discussions around DSN renewals <ul style="list-style-type: none"> <li>○ Last year of five year grant.</li> </ul> </li> <li>● State is working on the RFP. It is supposed to be a competitive RFP. The ideas are still being “flushed out” and nothing has been “set in stone”.</li> <li>● The following questions were given to the committee to think about in preparation for the RFP: <ul style="list-style-type: none"> <li>○ Are our sectors still relevant?</li> <li>○ Is your college interested in being a fiscal agent/hosting a DSN?</li> </ul> </li> </ul>		
<b>SWP Round 1 Projects Updates</b>		
<ul style="list-style-type: none"> <li>● IE/DRC best practices for our region.</li> <li>● College Visits (Volunteers Needed) (Capturing what is happening, much like we did at the end of CTE Enhancement). <ul style="list-style-type: none"> <li>○ Meet with CTE Deans. See the projects and write about them. (photos &amp; quotes)</li> <li>○ Send Julie your suggestions</li> </ul> </li> <li>● Reallocation of Funds (January Report) <ul style="list-style-type: none"> <li>○ If the money is spent the entire region loses the money.</li> </ul> </li> </ul>		
<b>SWP Round 2 &amp; 3</b>		
<ul style="list-style-type: none"> <li>● Rubric Scores <ul style="list-style-type: none"> <li>○ Julie thanked the committee for taking time to score the project proposals and told them scoring went well.</li> </ul> </li> <li>● Projects in Common <ul style="list-style-type: none"> <li>○ Reviewed/discussed email from Matthew Roberts. (handout)</li> </ul> </li> </ul>		

- We are not obligated to fund any of those projects. There is not match funding from the state if you fund one of the projects in common.

### Action Items

#### **10. Continuation: Placement and Clinical Site Coordination (AVG SCORE: 88.1)**

Motion to fund as is: Baker/Levesque

Vote: *Approved*

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

#### **07. Health: Project 1 - Healthcare (Nursing & Allied Health) Educator Bootcamp (AVG SCORE: 86.3)**

Motion to fund as is: Levesque/Johnson

Motion to fund with modifications: The breakout of funding per college so that the amount each participating college is receiving is identify/stated.

Discussion: Goal of project is to have faculty retain and graduate more students. College's funding is based on the amount of faculty. The funding to each of the colleges will be greyed out because as of now it looks like RCC is receiving all the funds. There is no funds for coordination. The coordination will be handled by the college Deans for their own faculty. All of the funds go to support faculty. The goal is to replicate the "model" to all allied health programs. Discussion on budget.

Vote: *Approved*

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

#### **05. EC&U: Project 1 - Building and Energy System Professional (BESP) Consortia (AVG SCORE: 85.0)**

Motion: *Kriebel motion defer discussion because of the cost of project until the end of day. The motion was seconded Graveen. Motion to defer carried.*

Discussion: The comment was made that there needs to be project supervision built into the project. Norco was going to hire full time faculty categorical position (funded ½ regional & ½ local). If in three years if there is no growth the position goes away. Another suggestion was made to fund the project for two years. The discussion. The project cost is high and the outcomes are small.

After several projects were discussed and voted on the Steering Committee revisited/discussed EC&U: Project 1 - Building and Energy System Professional (BESP) Consortia and the following final motion to fund with

modifications was made: **Becker to reduce Project Director salary and benefits to 50% and starting project as of July 1, 2018. Di Memmo seconded. Motion carried.**

Vote: *Approved*

Yes: 17

No: 5

Abstain: 0

**18. Regional & District Job Developers: Project 1 - EXTENSION of Regional Job Development  
(AVG SCORE: 84.4)**

Motion to fund as is: Turnier/Maniaol

Discussion: Four colleges have been added to the project from the first round. Moreno Valley has had great success in a short period of time. Project is directly linked to outcomes. The project meets the metrics. The flat amount of funding per college is a concern. Suggestion: Fund based on what the position would cost for a set amount of time (ex. 30 months). Some colleges need 24 months of funding. The four “new” colleges need 36 months of funding. There will be funds that are not spent in other projects possibly those funds can be reallocated for this project. Discussion continued that because data runs behind it takes three years to know if the project is affecting outcomes.

Vote: *Approved*

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

**12. Continuation: Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction  
(AVG SCORE: 81.6)**

Motion to fund with modifications: Thomas approve with 10K less from each budget. DiMemmo seconded.

Discussion: The vehicles are different than the ones purchased in round 1 to keep up with technology. It was shared that with round 1 funding the vehicle cost came in less than expected. The cost of the project seems to be a little high and so it was suggested to reduce the funding for the car for each college by 10,000.

Vote: *Approved*

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

**11. Advanced Transportation and Renewables: Project 1 - NC<sup>3</sup>/NATEF/Snap-on Certifications  
(AVG SCORE: 80.8)**

Motion to fund with modifications: Johnson motioned to supersede the previous approval for project 12 (Continuation: Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction) . The college will be funded for 77,500 and they can pick either project 11 or project 12. Seconded by DiMemmo.

Discussion: Suggested that each of the college get to select if they want to participate in either of the automotive projects (Project 12: Continuation: Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction or Project 12: Advanced Transportation and Renewables: Project 1 - NC<sup>3</sup>/NATEF/Snap-on Certifications). The group discussed this option and how it will work and logistics of going this route.

Vote: *Approved*

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

### **08. Small Business: Project 1 - Curriculum Alignment and Development**

**(AVG SCORE: 79.7)**

Motion: *Becker motion defer and discuss with “makerspace proposal”. The motion was seconded Word. Motion to defer carried.*

Discussion: Concerned about the cost of \$15,000 faculty stipend. The project is for 120 hours per faculty. How many hours will it take to work on this project? The consensus was that 40 to 50 hours would be a sufficient amount of time for each faculty member. The cost is too high for the outcomes. It was discussed if the curriculum alignment could happen at a two day retreat. The project is geared towards entrepreneurship. How is the administrative support beneficial? Discussion that the funding needs to be broke out per college so that the amount are identified specifically. The consensus was to reduce faculty time so not to exceed 50 hours and eliminate the funding for administrative support.

After several projects were discussed and voted on the Steering Committee revisited/discussed and the following final motion was made:

***Becker motion to fund with faculty not to exceed 50 hours and not to fund the administrative support.***

***Seconded by DiMemmo.***

Vote: ***Approved***

Yes: ***Unanimously (22 votes)***

No: **0**

Abstain: **0**

### **02. ICT/Digital Media: Project 1 - Inland Empire Cyberhub Centers**

**(AVG SCORE: 79.5)**

Motion to fund with modifications: Johnson to fund administrative cost/support at \$75,000 (\$65,000 salary and 10,00 fixed cost) for three years. The contracts will be funded 75,000 for administrative cost of the project. Riverside City College will be included on the project. RCC, Moreno Valley, and SBVC will all be funded at \$128,975. The total is project is \$944,850. Seconded by Maniaol.

Discussion: It was asked how it increases enrollment? It is geared towards the Cyber Pathway with the high schools which should increase enrollments. Graveen gave an overview of a Cyber security event/competition. Becker gave an overview of what COD is going with their Cyber “program”. This is COD’s most successful pathway.

Discussion on moving forward how to find an efficient way to fund the administrative cost of the project.

Vote: *Approved*

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

**13. Advanced Manufacturing: Project 1 - LAUNCH: Inland Empire Apprenticeship & Work-based Learning (AVG SCORE: 78.1)**

Motion: *Becker motioned defer. The motion was seconded Maphumulo. Motion to defer carried.*

***The committee discussed the project in great detail and several motions were made that did not pass. The committee decided to take no action on this project.***

Discussion: Group felt it is a pricey project. Norco shared the pre-apprenticeship programs was not successful. No longer focussing on pre-apprenticeship. The effort is very labor intensive. Federal government is all about apprenticeship. There is federal dollars available if the region had a program. Every apprenticeship program needs to have a project sponsor. The region would fill this role. Discussion about the administrative costs of the project.

Discussion if Job Developer could work to get the program started.

The votes:

Motion to not fund: Becker/Young

Yes: 11

No: 11

*Motion denied.*

As second motion to fund with modifications: *Fleming/Johnson to fund the project at 1.6 million.*

Yes: 9

No: 14

*Motion denied.*

**09. Continuation: Subregional Business Incubator and Makerspace (AVG SCORE: 76.4)**

Motion to fund with modifications: *Fleming moved to fund the project for round two until December 2019. Reducing project coordination. (\$65,000 salary and \$10,00 fixed cost). The motion was seconded by Maphumulo.*

Discussion: The project is still in the “set up” phase so too early for outcomes. It was asked about the budget and why it is different for each college. The colleges entered their own budgets for 24 months. The regional support was added to support the project and to keep it moving forward. Fleming proposed to fund project for round 2 (December 2019)

Vote:

Yes: *Unanimously (22 votes)*

No: 0

Abstain: 0

*Motion approved.*

**19. Across All Sector Pathways Project 1 - Awarding Veterans the CTE College Credit they Deserve  
(AVG SCORE: 76.3)**

***The committee discussed the project in great detail and several motions were made that did not pass. The committee decided to take no action on this project.***

Motion to fund as is:

Motion to fund with modifications:

Modifications:

Motion to not fund: *Becker/Young. Motion denied.*

Discussion: The data base cost on budget to \$320,000 (reduced from \$700,000). Consensus pricey project for only four colleges participating. The colleges discussed in great detail and tried to figure out if the project could be done for less money.

*Grinder moved to fund the database for \$320,000, project director, articulation officers, and capital outlay equipment. The project will only be funded for only round 2. The project cost will be \$2.139 million. Seconded by Maphumulo.*

Vote:

Yes: 9

No: 13

*Motion denied.*

*Fleming motioned move to cut the project director to 50 percent. To fund for \$1.9 million. Seconded by Maphumulo.*

Yes:9

No:13

*Motion denied.*

**21. Data and Analytics: Project 1 - Regional Data Analysis and Alignment  
(AVG SCORE: 75.1)**

Motion to fund with modifications: DiMemmo/Thomas moving \$328,000 to Chaffey College for the Center of Excellence.

Discussion: Better reporting mechanisms to ensure the best possible data is gathered. Discussion on budget. Suggested that Chaffey have two agreements (one for the Chaffey College and for Chaffey College/Center of Excellence). The project supports projects in common from the Chancellor's office.

Vote:

Yes: 20

No: 2

*Motion carried.*

***Suggested to meet again in January to continue voting on the proposals. So far approximately 10.4 million in projects have been funded.***

***Adjourned at 3:13 p.m.***

**Next scheduled meeting: February 9, 2018, 9:00 – 12:00 p.m.**

**Location: SBCCD, Professional Development Center (#104) 114 S Del Rosa Dr, San Bernardino, CA**