

Inland Empire/Desert Regional Consortium

Strong Work**Force**

Round 1 (Allocation Year 2016-17)

Regional Quarterly Reporting

Reporting Period

July 1, 2016 through June 30, 2018

*Prepared August 2018*





**IE/DRC Strong Workforce Program  
Round 1 – Spending Update  
July 1, 2016 through June 30, 2018**

The following preliminary report was prepared for the Inland Empire/Desert Regional Consortium’s Strong Workforce Program regional fund. During Round 1 of the Strong Workforce Program, the IE/DRC allocated **\$7,318,379** to the region’s community colleges/districts in support of nine regional projects. All of the region’s community colleges/districts received funding. Expenses and encumbrances were reported by partner colleges (supported by financial ledgers).

The spending period for Round 1 funds is July 1, 2016 through December 31, 2018. Spending and encumbrances reported through the period ending June 30, 2018 are **\$ 3,760,637** or **51%** of the overall fund. The amount remaining, which must be expended by December 31, 2018, is **\$ 3,557,742**.

The financial reporting periods referenced in the charts contained in this report are:

- **Enc. As Of 06/30/18**– Funds encumbered in the partner college/district’s financial system as of June 30, 2018. Encumbered expenses often include projected salary and benefits charges for permanent faculty and staff through the end of the fiscal year (June 30, 2018); purchase orders issued with invoices not yet paid; contracts for goods and services, etc. **Please note that due to year-end fiscal closing processes, encumbrances reported at \$0 is common.**
- **Exp. Thru 06/30/18**– Actual expenses for the period beginning July 1, 2016 and ending June 30, 2018.

**Note:** In regards to Round 2 (Allocation Year 2017-18) spending, total expenditures and encumbrances for the period July 1, 2017 through June 30, 2018 are \$121,437. Quarterly reports will include detailed financial information for Round 2 and Round 3 (Allocation Year 2018-19) beginning with the September 30, 2018 report.

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Or visit our website at: <https://desertcolleges.org/swp/projects/index.php>

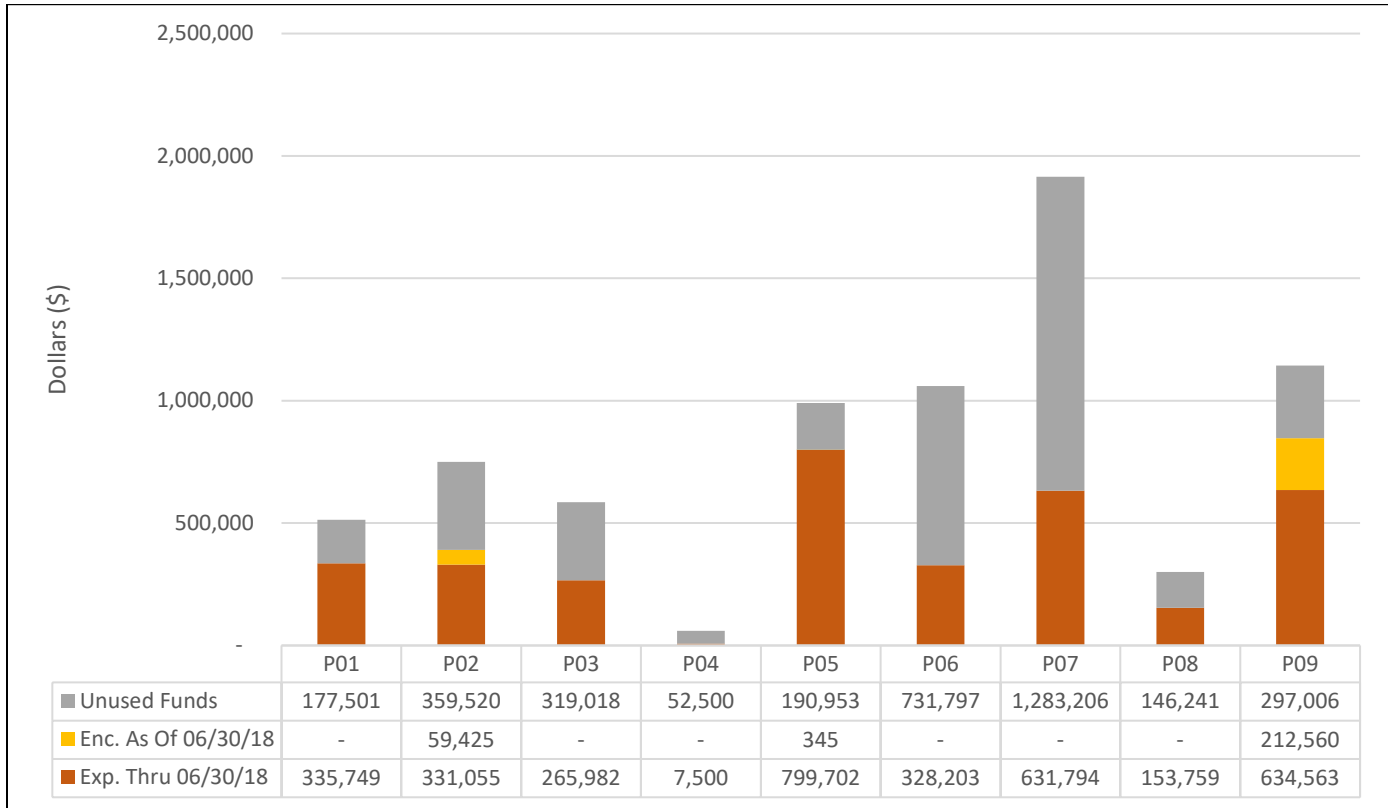
*For inquiries related to the financial data contained in this report, please contact the region’s SWP fiscal agent representatives:*

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## Quarter Financials—Across All Projects

IE/DRC Region Funding	\$ 7,318,379
Total Expended & Encumbered	\$ 3,760,637
Total Funding Remaining	\$ 3,557,742

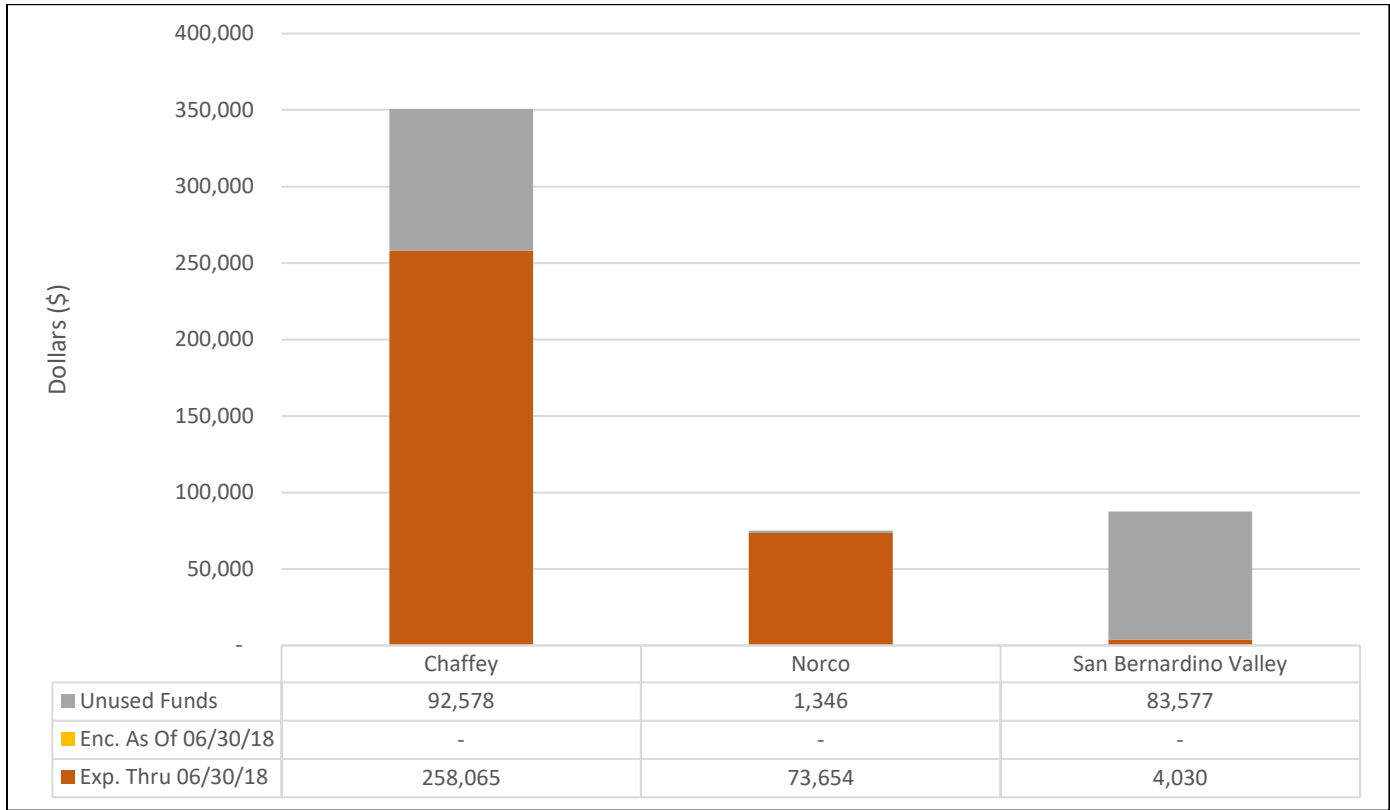


## Total Project Awards

<u>P01: Regional Mechatronics Technician Training Pathway</u> .....	\$ 513,250
<u>P02: Subregional Business Incubator and Makerspace Proposal</u> .....	\$ 750,000
<u>P03: Placement and Clinical Site Coordination</u> .....	\$ 585,000
<u>P04: Tractor Trailer Operator Feasibility Study</u> .....	\$ 60,000
<u>P05: Updating Automotive Labs - Electric Vehicle (EV) &amp; Hybrid Instruction</u> .....	\$ 991,000
<u>P06: Regional Accelerated, Career, and Employment Program</u> .....	\$ 1,060,000
<u>P07: Regional and District Job Developers Proposal</u> .....	\$ 1,915,000
<u>P08: Regional/Sub-Regional CTE Advisory Program - Pilot Project</u> .....	\$ 300,000
<u>P09: Regional Marketing &amp; Outreach</u> .....	\$ 1,144,129

**Project Financials—P01: Regional Mechatronics Technician Training Pathway**

Project Award	\$ 513,250
Expended & Encumbered	\$ 335,749
Remaining	\$ 177,501

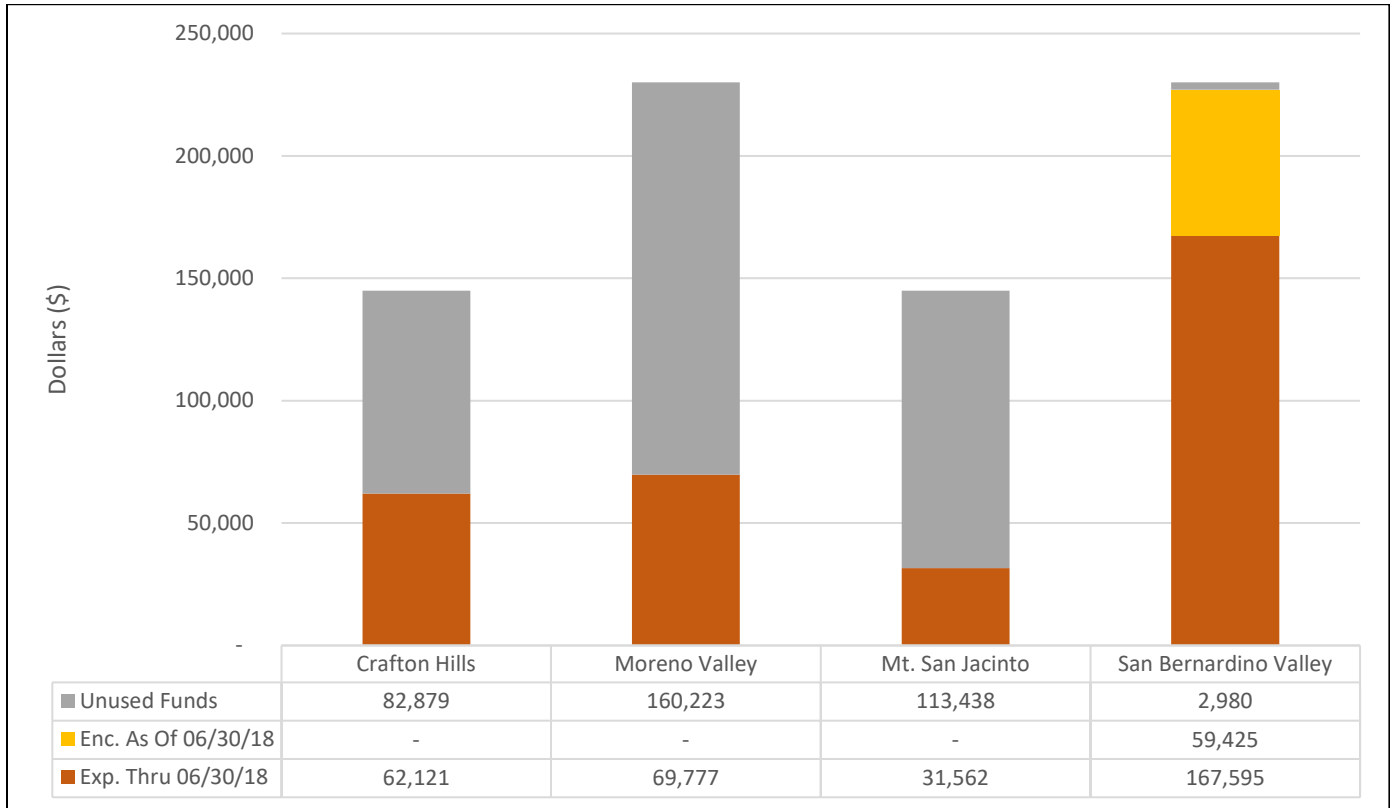


**College Awards**

Chaffey College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 350,643
Norco College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 75,000
San Bernardino Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 87,607

**Project Financials—P02: Subregional Business Incubator and Makerspace Proposal**

Project Award	\$ 750,000
Expended & Encumbered	\$ 390,480
Remaining	\$ 359,520

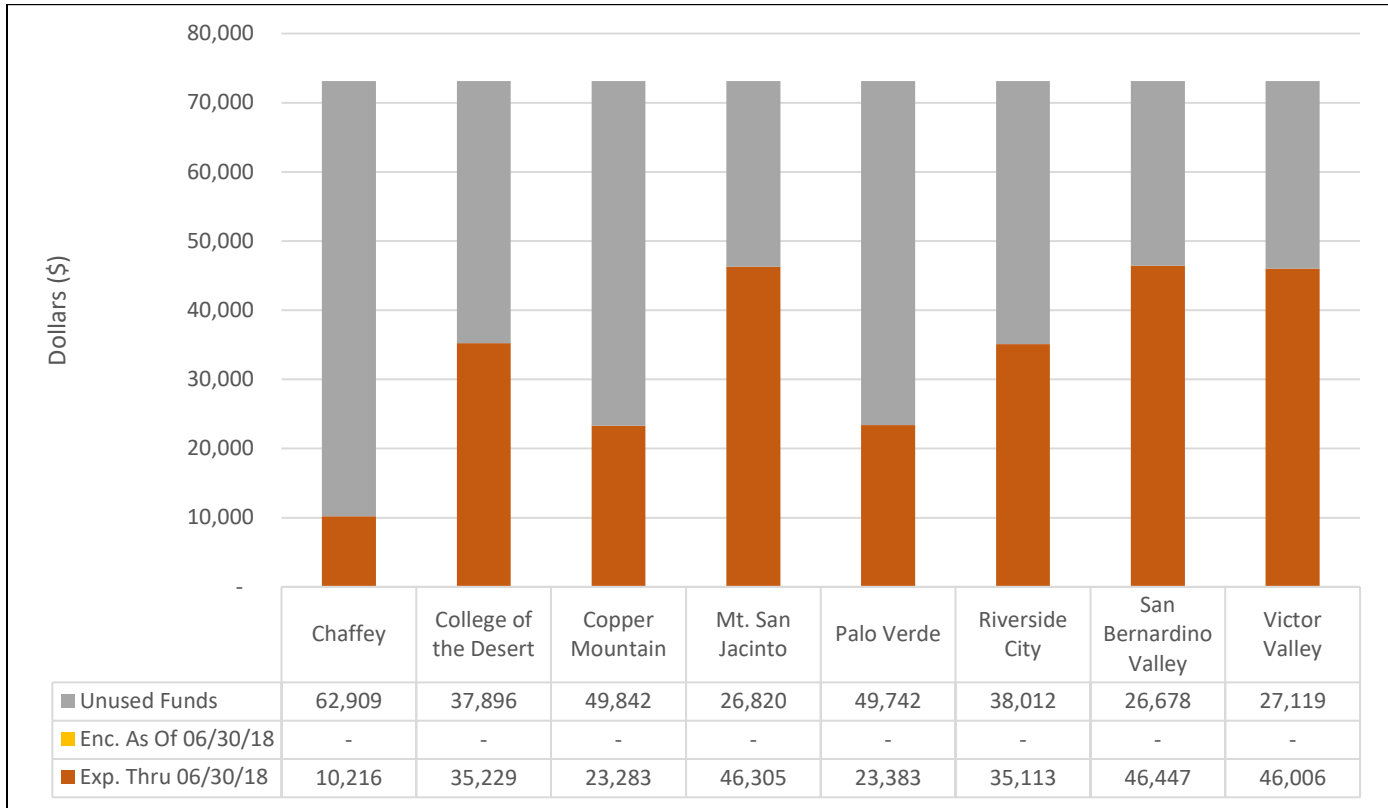


**College Awards**

Crafton Hills College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 145,000
Moreno Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 230,000
Mt. San Jacinto College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 145,000
San Bernardino Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 230,000

## Project Financials—P03: Placement and Clinical Site Coordination

Project Award	\$ 585,000
Expended & Encumbered	\$ 265,982
Remaining	\$ 319,018

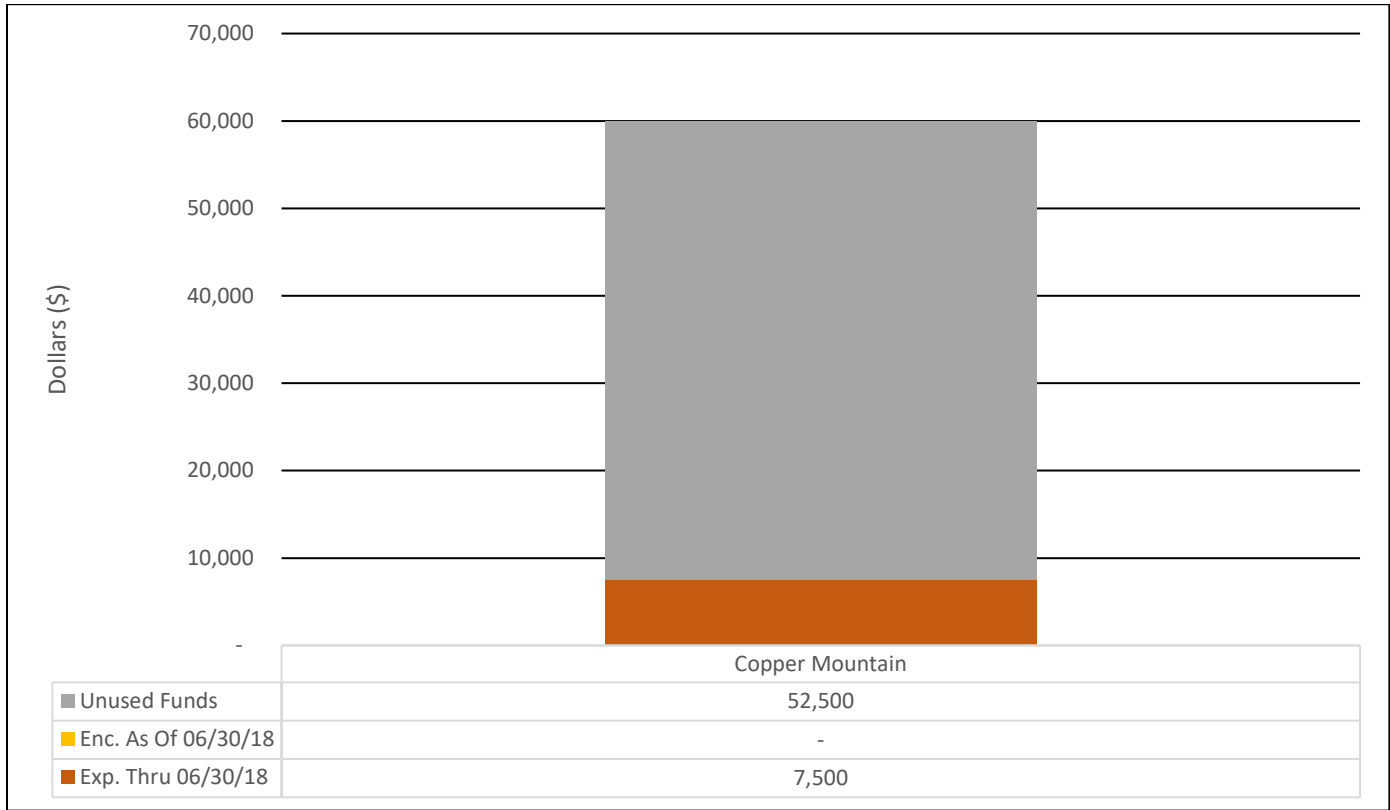


### College Awards

Chaffey College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
College of the Desert <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
Copper Mountain College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
Mt. San Jacinto College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
Palo Verde College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
Riverside City College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
San Bernardino Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125
Victor Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 73,125

**Project Financials—P04: Tractor Trailer Operator Feasibility Study**

Project Award	\$ 60,000
Expended & Encumbered	\$ 7,500
Remaining	\$ 52,500



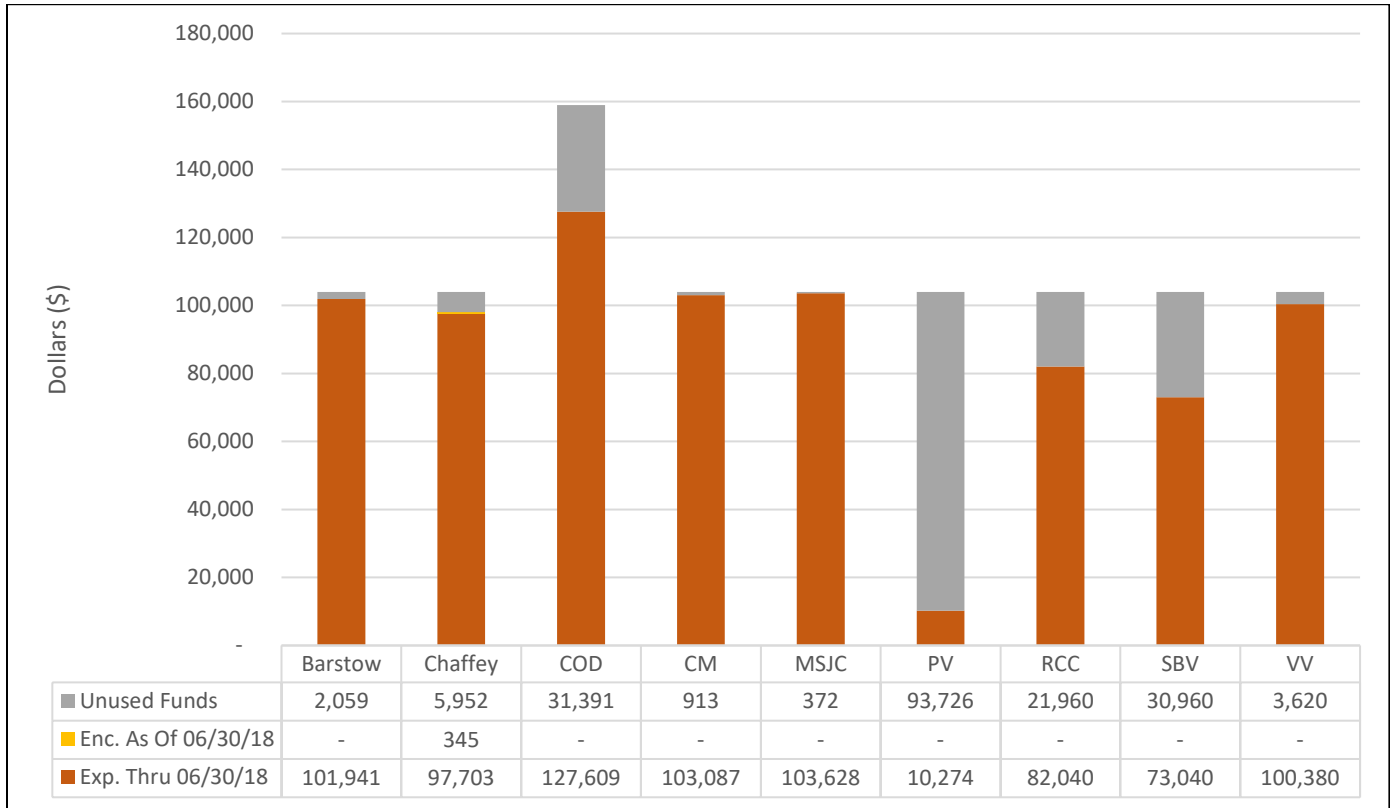
**College Awards**

Copper Mountain College [\(JUMP TO NARRATIVE\)](#) .....\$ 60,000



## Project Financials—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction

Project Award	\$ 991,000
Expended & Encumbered	\$ 800,047
Remaining	\$ 190,953

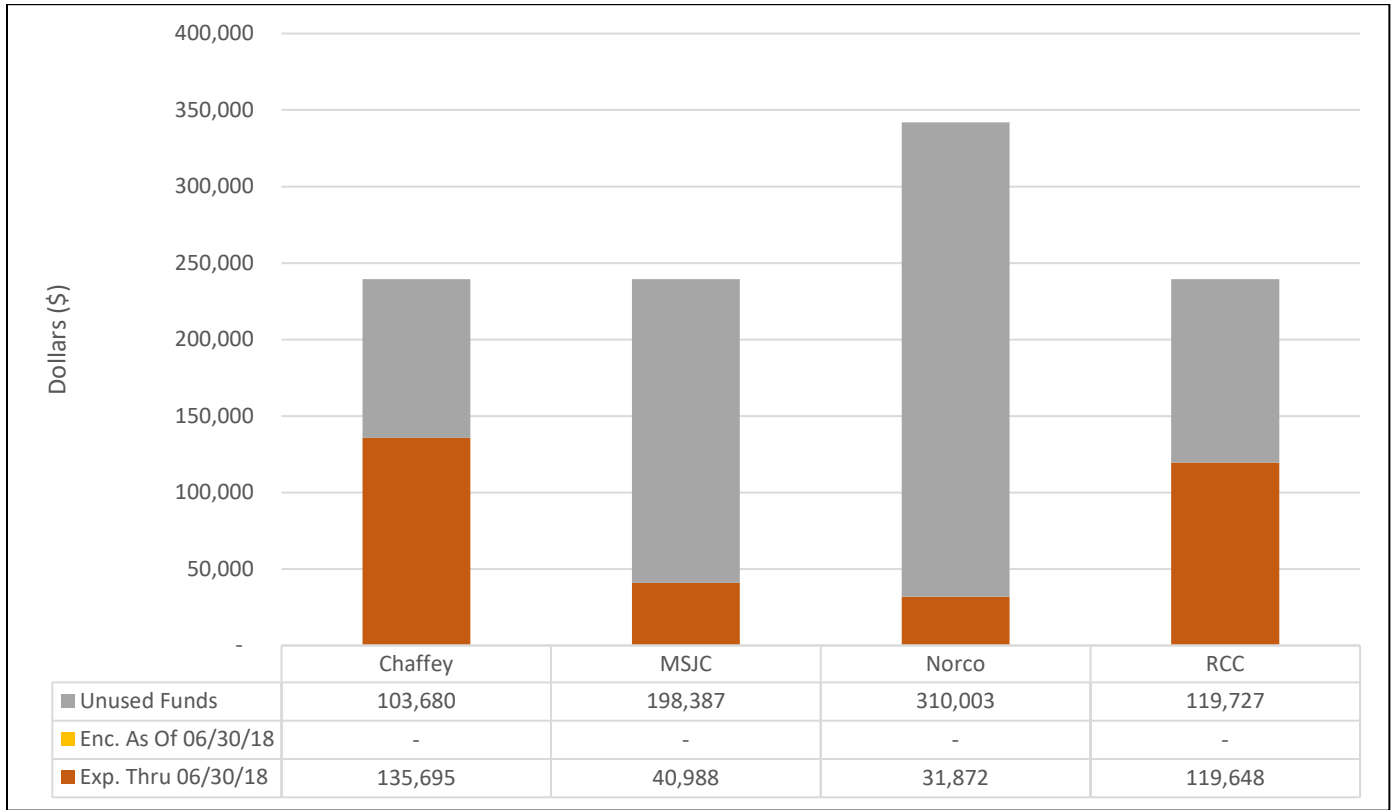


### College Awards

Barstow College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
Chaffey College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
College of the Desert <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 159,000
Copper Mountain College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
Mt. San Jacinto College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
Palo Verde College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
Riverside City College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
San Bernardino Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000
Victor Valley College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 104,000

## Project Financials—P06: Regional, Accelerated, Career, and Employment Program

Project Award	\$ 1,060,000
Expended & Encumbered	\$ 328,203
Remaining	\$ 731,797

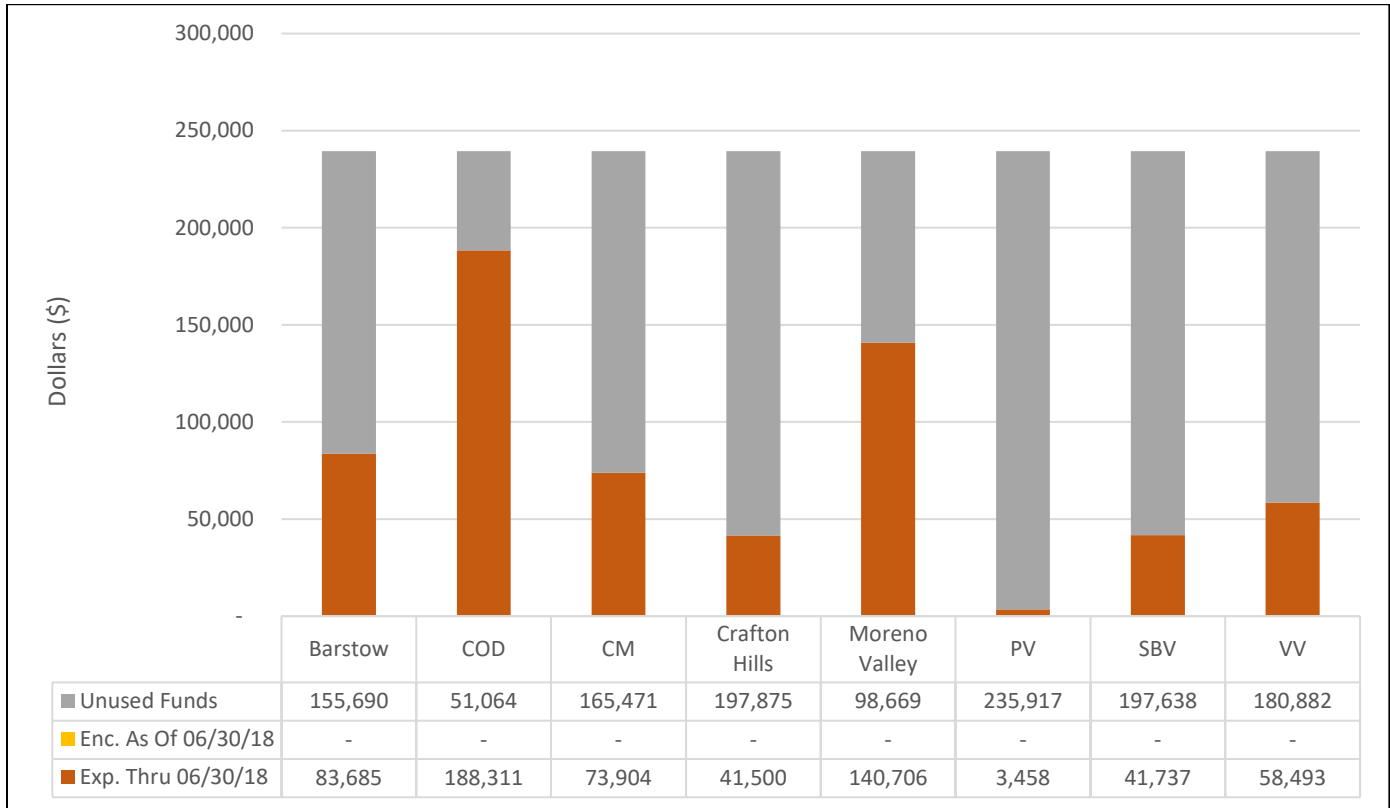


### College Awards

Chaffey College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 239,375
Mt. San Jacinto College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 239,375
Norco College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 341,875
Riverside City College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 239,375

## Project Financials—P07: Regional and District Job Developers Proposal

Project Award	\$ 1,915,000
Expended & Encumbered	\$ 631,794
Remaining	\$ 1,283,206

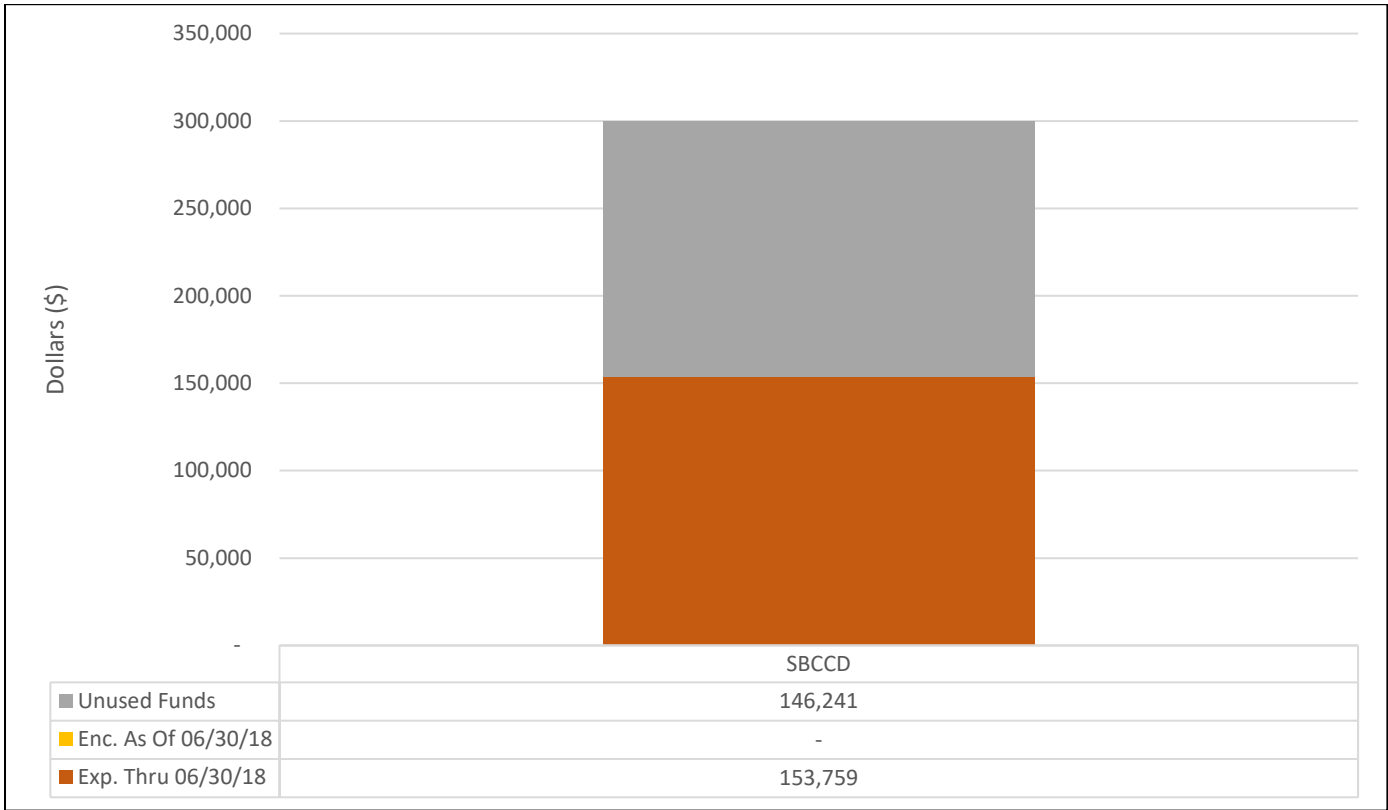


### College Awards

Barstow College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
College of the Desert ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
Copper Mountain College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
Crafton Hills College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
Moreno Valley College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
Palo Verde College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
San Bernardino Valley College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375
Victor Valley College ( <a href="#">JUMP TO NARRATIVE</a> ) .....	\$ 239,375

**Project Financials—P08: Regional/Sub-Regional CTE Advisory Program – Pilot Project**

Project Award	\$ 300,000
Expended & Encumbered	\$ 153,759
Remaining	\$ 146,241

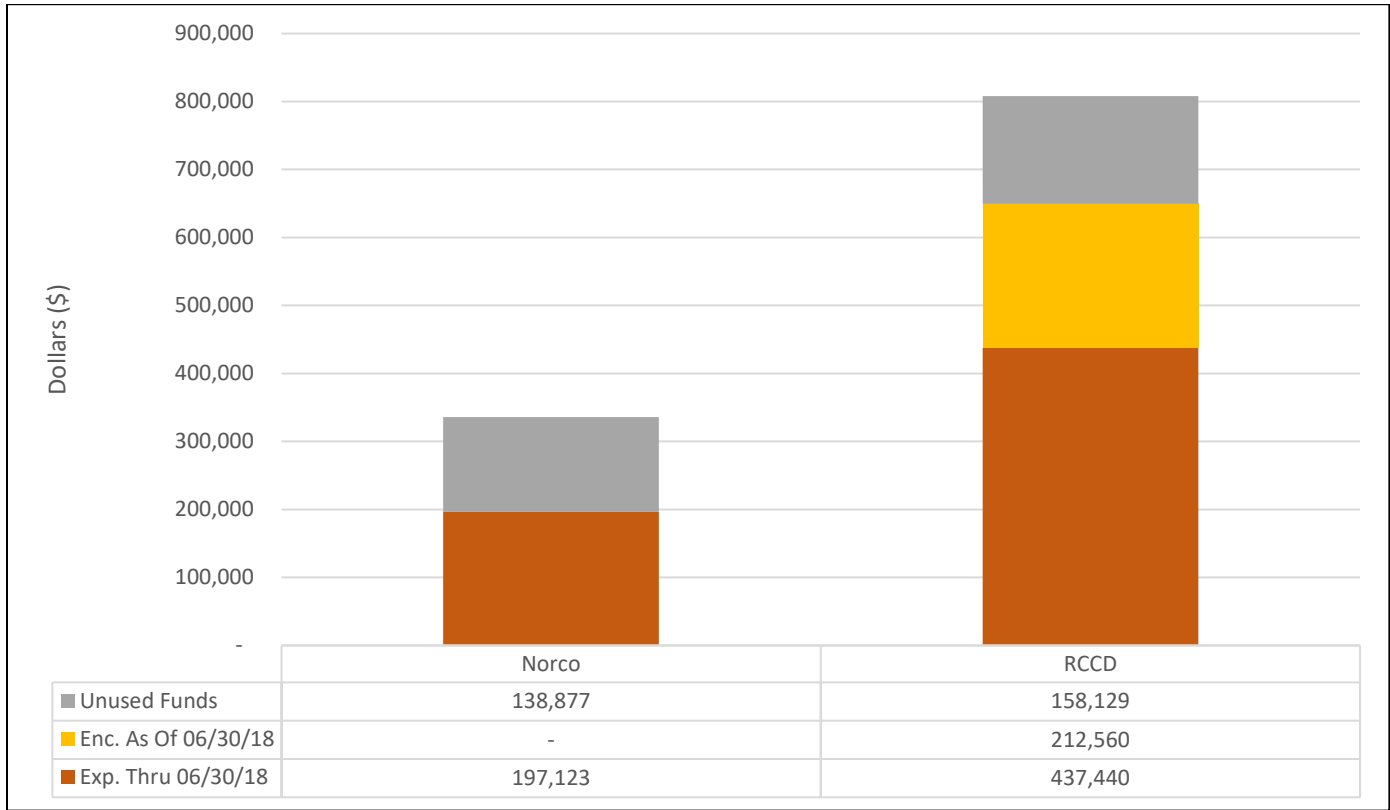


**College Awards**

San Bernardino Community College District [\(JUMP TO NARRATIVE\)](#) .....\$ 239,375

## Project Financials—P09: Regional Marketing & Outreach

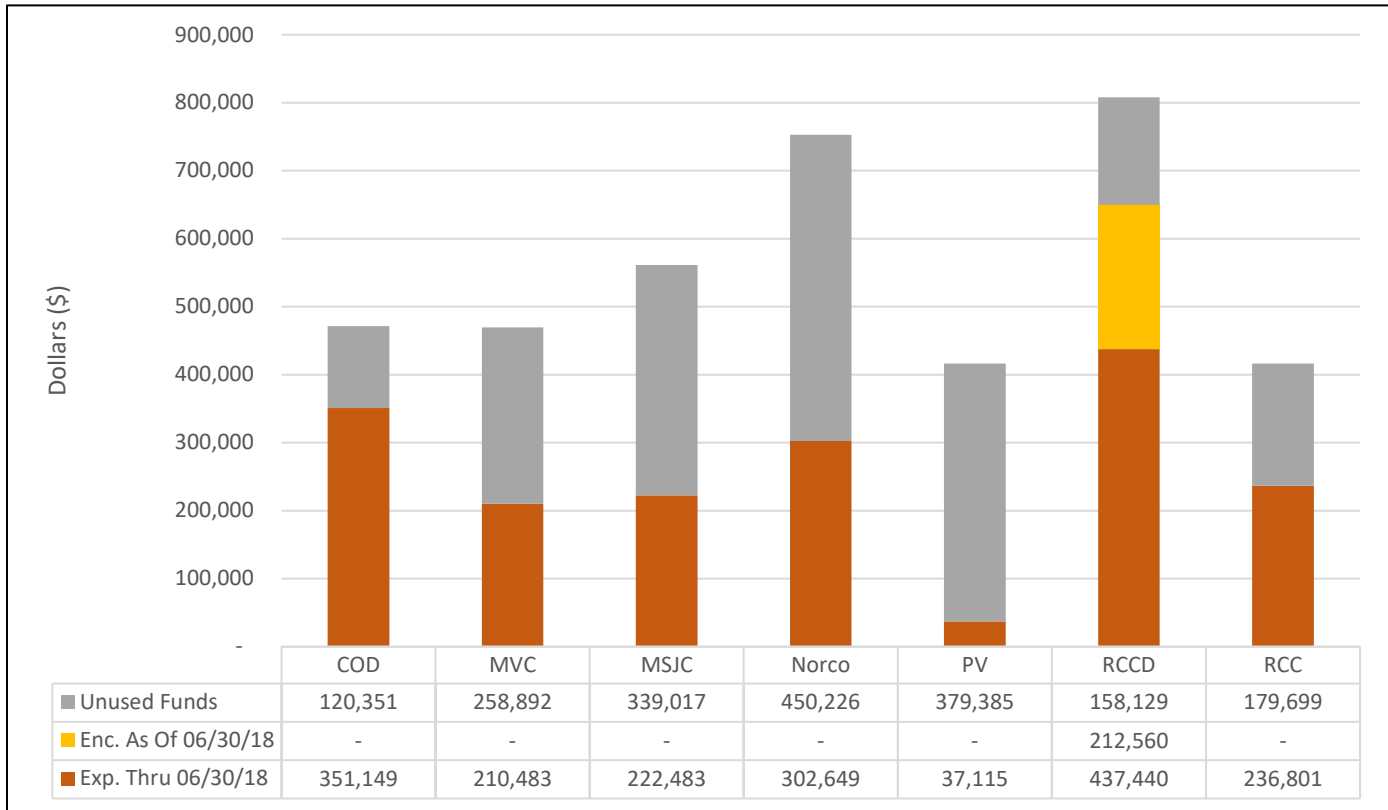
Project Award	\$ 1,144,129
Expended & Encumbered	\$ 847,123
Remaining	\$ 297,006



### College Awards

Norco College <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 336,000
Riverside Community College District <a href="#">(JUMP TO NARRATIVE)</a> .....	\$ 808,129

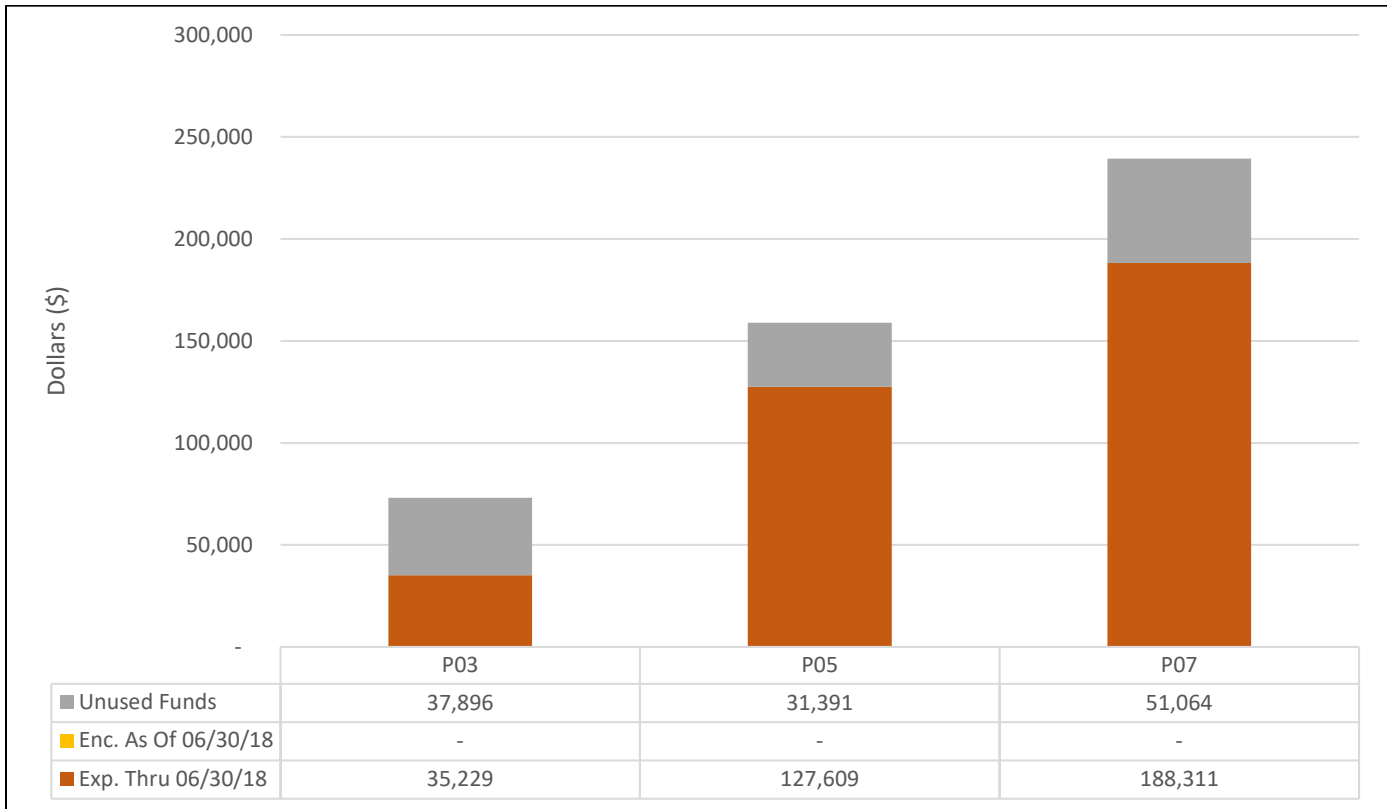
## Detail by College, Riverside County



## Total County Awards

<a href="#"><u>College of the Desert</u></a> .....	\$ 471,500
<a href="#"><u>Moreno Valley College</u></a> .....	\$ 469,375
<a href="#"><u>Mt. San Jacinto College</u></a> .....	\$ 561,500
<a href="#"><u>Norco College</u></a> .....	\$ 752,875
<a href="#"><u>Palo Verde College</u></a> .....	\$ 416,500
<a href="#"><u>Riverside Community College District</u></a> .....	\$ 808,129
<a href="#"><u>Riverside City College</u></a> .....	\$ 416,500

## College of the Desert



### Project Funding Awarded

P03: Placement and Clinical Site Coordination	\$	73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$	159,000
P07: Regional and District Job Developers Proposal	\$	239,375

### Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	In the process of determining what software is available and will discuss it at the next meeting.
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	Affiliation agreements are required for ongoing Board of Nursing/Public Health approval.
Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	Plans are being developed for a Regional Conference for faculty on Simulation Debriefing. Planned for early September.

Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	Working on developing a process.
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	All stakeholders met on February 21 and determined we did not need intermediary.
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	Meeting of all regional partners is ongoing.

### Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction

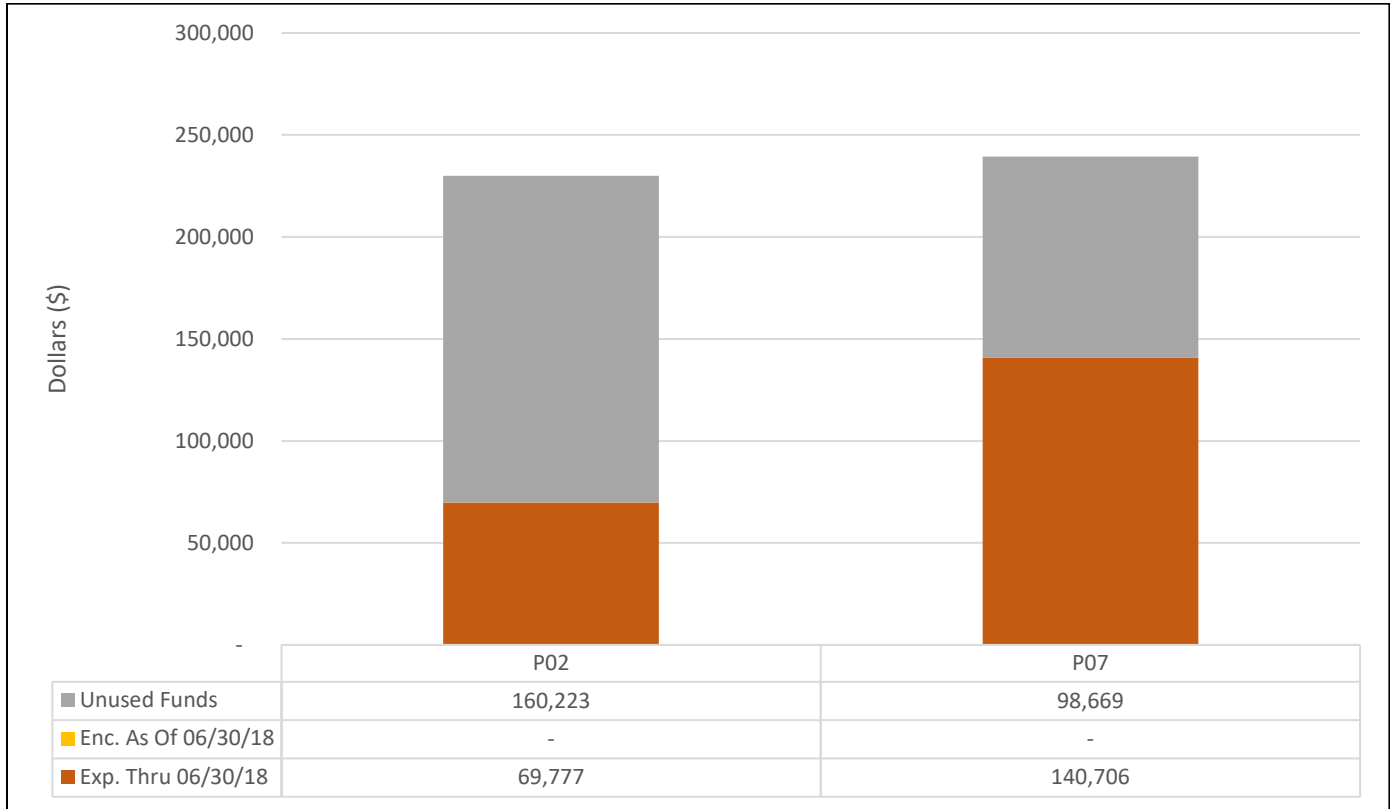
Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	Complete
Organize professional development Organize faculty to make vehicle/equipment selections and establish contract performance standards	Two options are being explored for developing a fall training.

### Project Narrative—P07: Regional and District Job Developers Proposal

Approved Project Workplan Activity	Response
Strong Workforce funds will be used to hire a full time Job Placement Manager to leverage current District funding of the full time Work Experience and Career Counseling faculty,	Job Developer hired May, 2017. Full time clerical staff also hired using District funding. Career fairs and mentoring seminars, workshops, and CTE information sessions are continual throughout the spring and fall semesters.



Moreno Valley College



Project Funding Awarded

P02: Subregional Business Incubator and Makerspace Proposal	\$	230,000
P07: Regional and District Job Developers Proposal	\$	239,375

Project Narrative—P02: Subregional Business Incubator and Makerspace Proposal

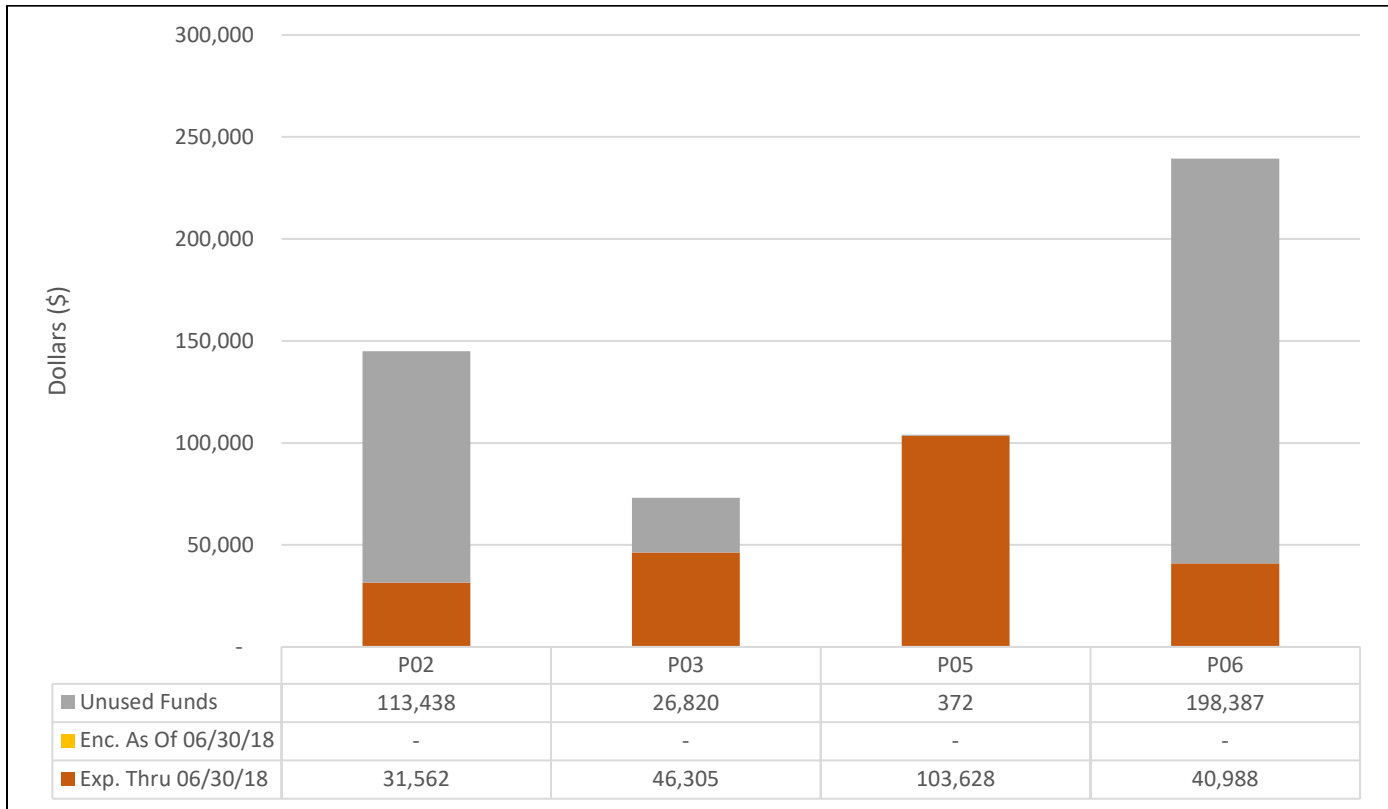
Approved Project Workplan Activity	Response
Each of the designated colleges will get their makerspace or incubator positioned to open by the end of year 2 (2017-2018). This will include working with faculty to create supporting curriculum for students.	Both the fixed and mobile makerspace projects are moving forward. Mobile makerspace has been rewrapped and the inside is demoed. Inside has been designed and equipment purchased for installation. Projected completion: Early Fall 2018.

Project Narrative—P07: Regional and District Job Developers Proposal

Approved Project Workplan Activity	Response
Develop and approve a job description for the job developer (JD), post the position, and hire a job developer	Employment Placement Coordinator was hired August 2018

Participate in and conduct career fairs and job (employability) skills workshops	Held monthly workshops to develop resumes, soft skills, and dressing for success. In addition, hosted spring career fair with 39 employers participating. Had a photographer to provide professional headshots at no cost to students.
Promote CTE programs and students to employers.	Actively participated in regional Healthcare Nexus group, visited local dentists to develop externship and job locations, participated in regional advisories, tabled at local school career fairs, and attended business visitations with the City of Moreno Valley.

Mt. San Jacinto College



Project Funding Awarded

P02: Subregional Business Incubator and Makerspace Proposal	\$	145,000
P03: Placement and Clinical Site Coordination	\$	73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$	104,000
P06: Regional, Accelerated, Career, and Employment Program	\$	239,375

Project Narrative—P02: Subregional Business Incubator and Makerspace Proposal

Approved Project Workplan Activity	Response
Each of the designated colleges will get their makerspace or incubator positioned to open by the end of year 2 (2017-2018). This will include working with faculty to create supporting curriculum for students.	The Eagle Makerspace opening occurred March 2018. The Makerspace development on the MSJC Menifee campus is about empowering a larger creative class. If makerspace development fulfills its promise, it will also become a major tool for fostering an inclusive workforce culture and ultimately provide the entire community access to the tools that they need to build a better future. The Makerspace strives to fulfill the needs of the industry needs by providing informal physical where Artists, designers will immerse themselves in creative making. Makerspaces hold incredible potential for fostering essential skills needed for the future and are increasing need for increased skillset in Bio Technology and research future.

**Project Narrative—P03: Placement and Clinical Site Coordination**

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	MSJC Coordinator continues to stay active in regional project activities. It is planned that participating colleges will collaborate to create a regional database to be developed by October 2018
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	Coordinator has updated clinical affiliation to a total count of 30. Coordinator will continue to update affiliation agreements as needed
Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	Clinical Site Coordinator to attend 1) Educators Bootcamp - August 2)Simulation Debriefing - October and Clinical Coordinator Best Practice - November
Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	Coordinator continues to collect graduating students contact information for follow-up activities, including but not limited to, the establishment of a Nursing Alumni Club. Coordinator will establish a Mentors Matrix which will serve as an interest list for graduating students to conduct classroom presentations to newest Nursing/Allied Health students and as a means for continued engagement with the college.
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	MSJC Coordinators has attended all regional meeting and interacted with DSN and other college to formalize a plan for Clinical rotation and guide for Preceptors, as well as create a regional database of Industry partnerships
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	MSJC Coordinators met this quarter with other regional coordinators to discuss regional industry database. Each coordinator is responsible to share their networking lists so that the regional industry database can be created. At present, the database in the structuring stage.

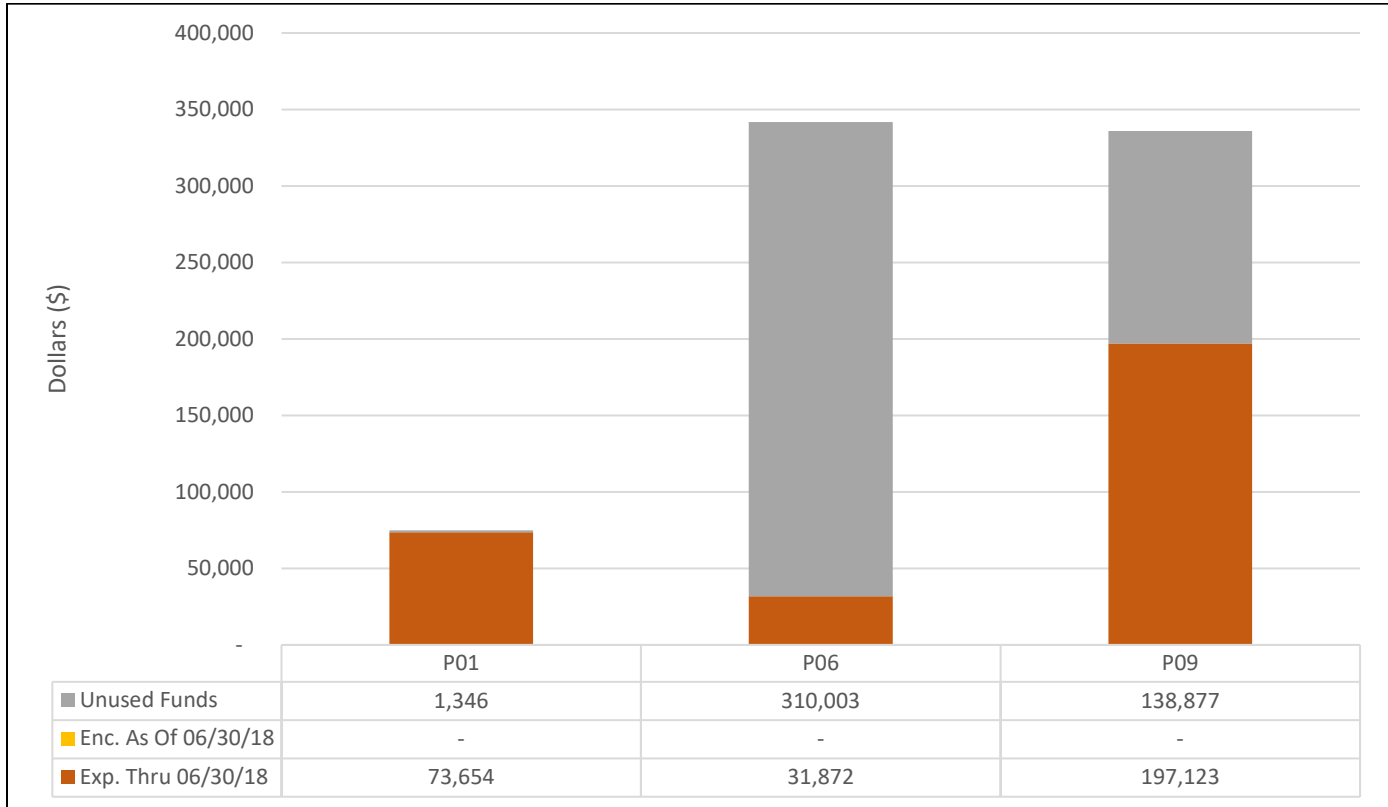
**Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction**

Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	All activity for Purchase of EV vehicles have progressed as planned.

Project Narrative—P06: Regional, Accelerated, Career, and Employment Program

Approved Project Workplan Activity	Response
<p>Partner colleges will develop and implement various schedules that will provide accelerated pathways. The regional funding will allow the Project Director to advise staff about the development, scheduling, and expansion of short-term course sections.</p>	<p>Recruitment for the position is underway, with a closing date for applications set June 30 2018.</p>
<p>Partner colleges will engage with employers in their targeted industry sectors regarding the skill requirements for employment or career progression. The regional funding will support the Project Director’s efforts to train new techniques to develop strong industry partners and recruit industry guest speakers who can meet and interview program graduates.</p>	<p>To date, no progress has been made for alignment with participating colleges. Meetings are scheduled for August 2018</p>
<p>Partner colleges should expand the amount of CTE student completers in the projected 2016- 2017, 2017-2018, and Fall 2018 ACE cohorts. As the regional accelerated programs grow, staff will need to develop more effective and efficient method to serve growing student enrollments. The funding allocated to the Project Director will support trainings and advising to increase awareness of new programs through marketing techniques and recruitment techniques.</p>	<p>To date, no progress has been made for alignment with participating colleges. Meetings are scheduled for August 2018</p>

## Norco College



### Project Funding Awarded

P01: Regional Mechatronics Technician Training Pathway	\$	75,000
P06: Regional, Accelerated, Career, and Employment Program	\$	341,875
P09: Regional Marketing & Outreach	\$	336,000

### Project Narrative—P01: Regional Mechatronics Technician Training Pathway

Approved Project Workplan Activities	Response
Using the existing Industrial Automation Systems Technician Certificate as a foundation, Norco College will explore methods to incorporate additional Mechatronic concepts.	Building a Mechatronics program, Norco College established a manufacturing production technician program that designs/builds automated distribution equipment and signed an agreement to train apprentices in that occupation with a local employer.
Norco College will refer industrial automation students to the InTech Center for: Industry credentials/certifications relevant to the Mechatronics field, Monthly InTech Center Lab Tours, focusing on certifications and equipment needed for employment in Mechatronics, and Mechatronics Workshops and Bootcamps.	Complete
Participate in program alignment across the region with regional colleges who have similar programs to explore sharing curriculum.	Continued discussions with InTech regarding industrial maintenance programs related to Mechatronics.

Work with regional industry to improve Industrial Automation Systems curriculum and determine which industry recognized certifications are needed for successful employment.	Incorporated feedback from Industrial Automation Advisory panel held at UPS Facility. Changed OSHA 10 requirement and increase focus on schematics reading skills.
Align curriculum, where possible, with nationally recognized certifications.	Complete
Develop additional instructional capacity by recruiting from qualified industry personnel and other educational sources.	Complete
Develop and disseminate outreach materials regarding certifications, credentials, and licenses to both students and employers.	Complete
Explore the development of a federally approved apprenticeship program.	Norco College completed its dual registration with both the Federal and State apprenticeship agencies (including a total of 7 occupations). In addition, Norco College partnered with the Riverside Workforce Development board to establish an on the job training reimbursement for participating employers.

**Project Narrative—P06: Regional, Accelerated, Career, and Employment Program**

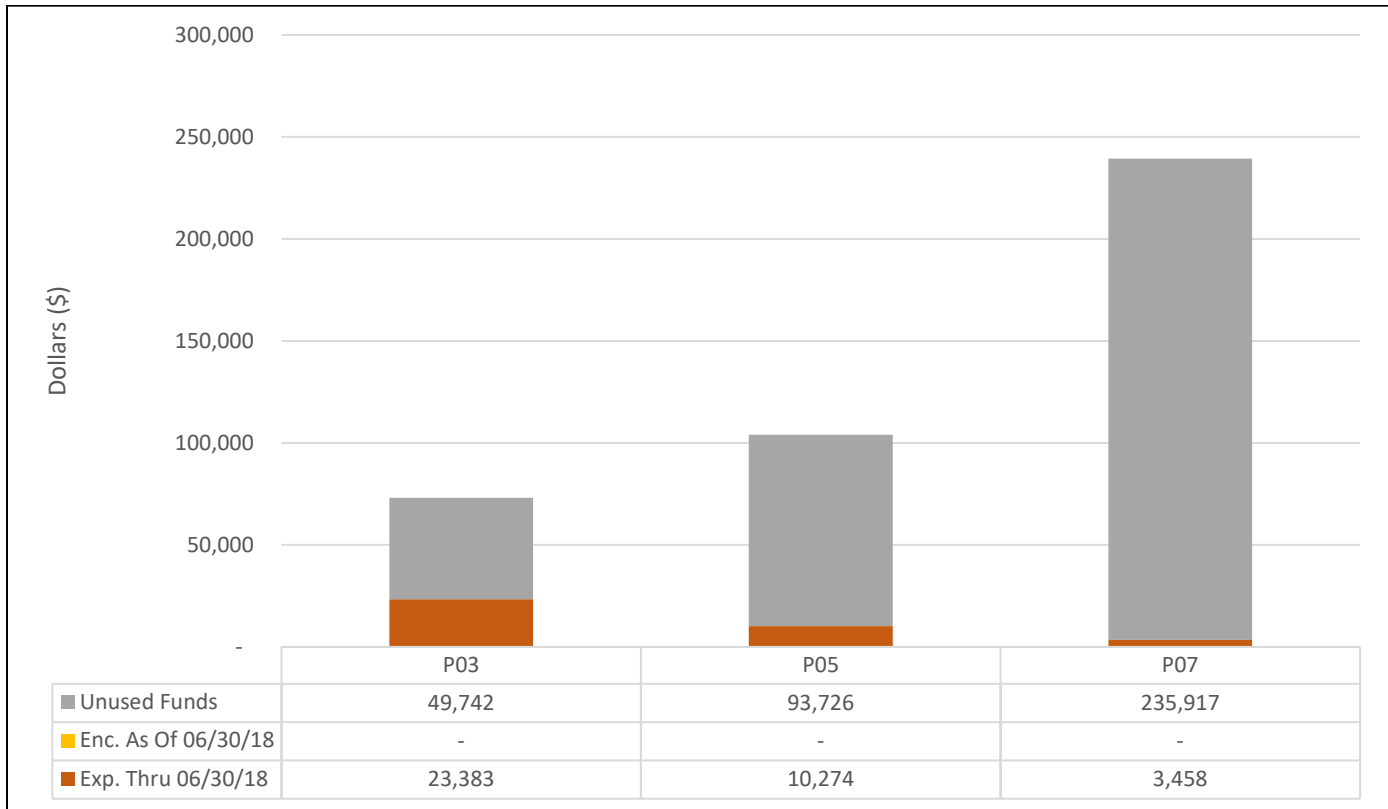
Approved Project Workplan Activities	Response
Partner colleges will develop and implement various schedules that will provide accelerated pathways. The regional funding will allow the Project Director to advise staff about the development, scheduling, and expansion of short-term course sections.	Norco College provides advisement for all interested colleges regarding the scheduling and expansion of short-term/compressed course sections.
Partner colleges will engage with employers in their targeted industry sectors regarding the skill requirements for employment or career progression. The regional funding will support the Project Director's efforts to train new techniques to develop strong industry partners and recruit industry guest speakers who can meet and interview program graduates.	Norco College has provided access for all colleges to attend Employer Panels and has engaged with industry to encourage hiring ACE graduates.
Partner colleges should expand the amount of CTE student completers in the projected 2016- 2017, 2017-2018, and Fall 2018 ACE cohorts. As the regional accelerated programs grow, staff will need to develop more effective and efficient method to serve growing student enrollments. The funding allocated to the Project Director will support trainings and advising to increase awareness of new programs through marketing techniques and recruitment techniques.	Marketing and recruitment activities include development of a new ACE website at Norco College. Support for other institutions includes access to exemplar videos, print materials, programs and the website for replication at other regional institutions.

Project Narrative—P09: Regional Marketing & Outreach

Approved Project Workplan Activities	Response
Hire Grants Administrative Specialist	A part of a Grants Admin was charged to the grant assist with grant management.
Media Preferences Survey	COMPLETE- Survey has been completed.
Printing--Magazines and mailings	Magazine has been put on hold
Printing--for 12 colleges	Printing has been priced out and colleges will choose which templates
Attend Marketing meetings and conferences	The project Director is continuing to have meetings with the colleges, as well as attend necessary conferences.



Palo Verde College



Project Funding Awarded

P03: Placement and Clinical Site Coordination	\$	73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$	104,000
P07: Regional and District Job Developers Proposal	\$	239,375

Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	PVC is continuing this activity. We have submitted approval for a new site with the Board of Nursing (Mama’s House - Palm Desert) awaiting approval.
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	JFK and La Paz Hospitals are on a yearly approval cycle.
Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	We are sending our Nursing Department to the Nurses Boot Camp in San Diego and the Simulation Debriefing at College of the Desert in Palm Desert.

Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	The job placement specialist is going to visit every classroom twice a semester to advocate for the program and increase its visibility on campus
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	College of the Desert hosts those meetings quarterly and we are now participating in those events.
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	There is regular contact/meetings between the Clinical Site Coordinator and the Associate Dean of Nursing/Allied Health and Dean - Strong Work Force to monitor the progress

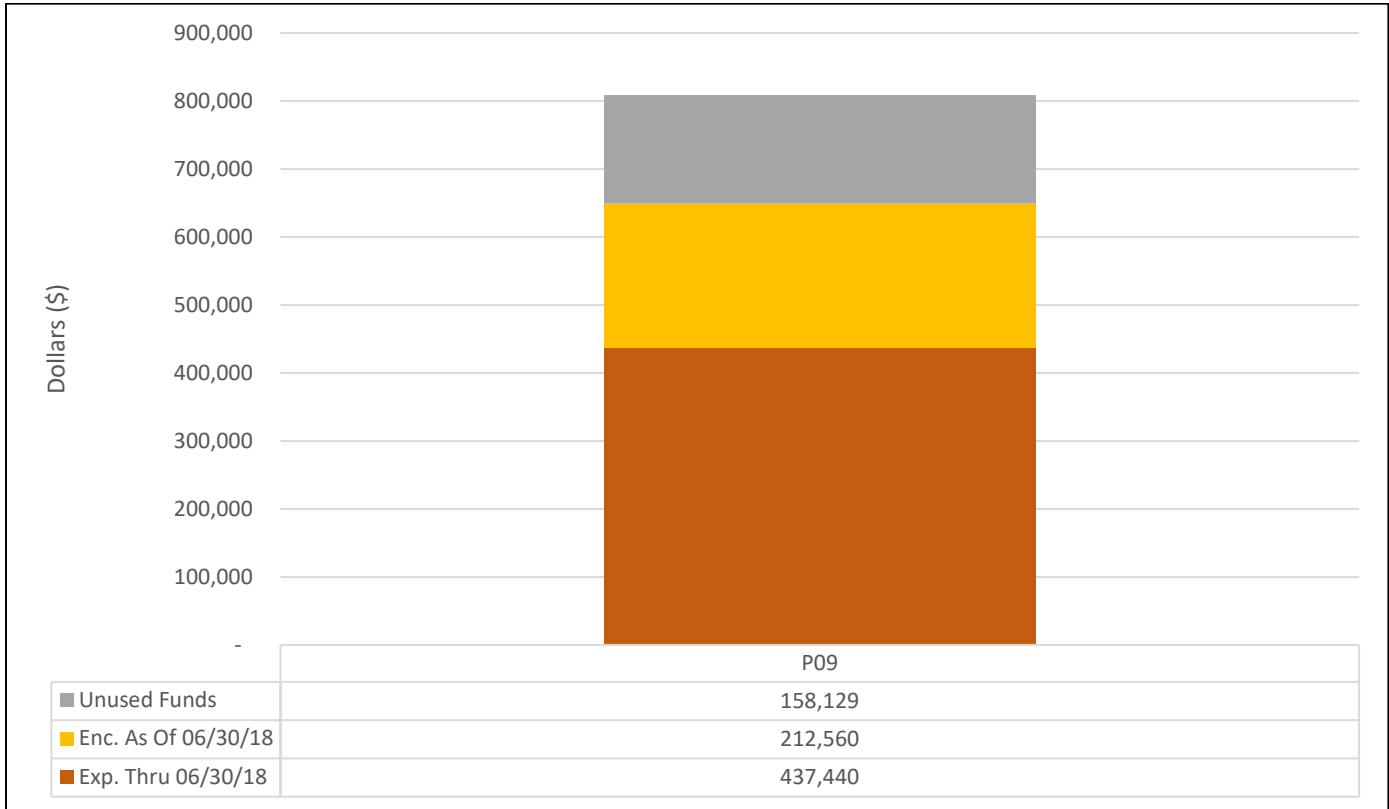
### Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction

Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	Per-diem and transportation costs were paid to the Automotive instructor to oversee setup of the Automotive lab in Needles. Since we don't have a full time automotive instructor in Needles, the faculty from Blythe had to travel to oversee the set-up of the lab. Funds were also used to purchase office supplies. Our automotive department is set to meet with our Deputy Sector Navigator - Larry McLaughlin on September 18, 2018 to discuss the details of the purchase.

### Project Narrative—P07: Regional and District Job Developers Proposal

Approved Project Workplan Activity	Response
Hire job placement specialist to serve both Blythe and Needles campuses.	Job Placement Specialist has been hired and will also coordinate clinical site placement role.
Market exiting students to regional employers and monitor viable employment opportunities to share with exiting students.	PVC had job fair in April of 2018 which had more than 300 applicants.
Assist students with job searches, resume and interview skill development.	Job Placement Specialist has been regularly meeting with students to facilitate all the processes in job search.

Riverside Community College District



Project Funding Awarded

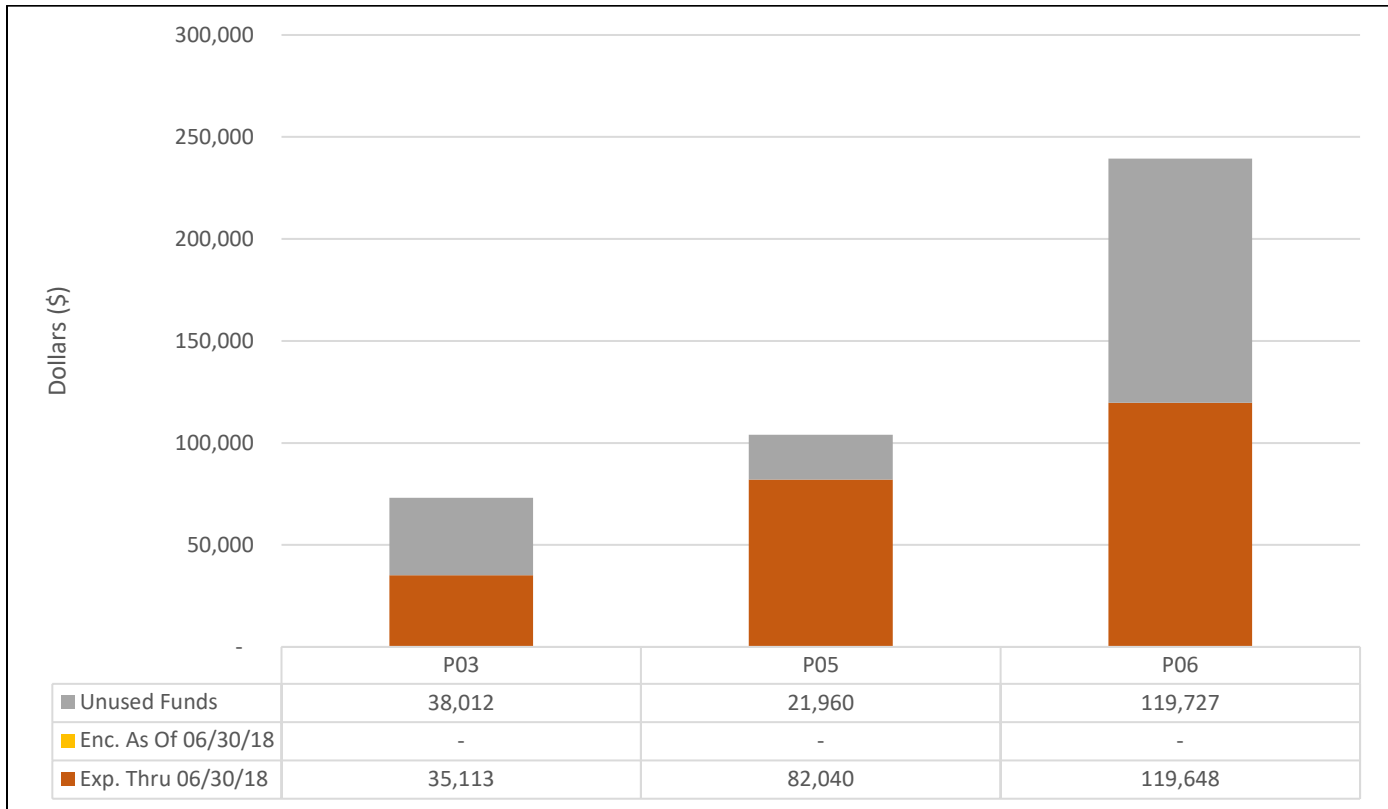
P09: Regional Marketing & Outreach

\$ 808,129

Project Narrative—P09: Regional Marketing & Outreach

Approved Project Workplan Activities	Response
See Norco for Workplan Activities and Narrative Responses	

## Riverside City College



### Project Funding Awarded

P03: Placement and Clinical Site Coordination	\$ 73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$ 104,000
P06: Regional, Accelerated, Career, and Employment Program	\$ 239,375

### Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	Clinical Coordinator Stephanie Lowry working with regional partners to expand database of clinical sites and increase availability of sites.
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	Majority of clinical contracts are multi-year and have been renewed. New clinical contracts developed for additional identified sites.
Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	Clinical coordinators working with DSN's are identifying potential meaningful professional development topics to be offered in the coming year.

Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	Student exposure to multiple locations and types of clinical sites in the IE region increases their likelihood to remain in region as employed nurses.
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	Collaborative efforts to ensure sustainment of activities is ongoing.
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	All activities are being documented as per grant requirements.

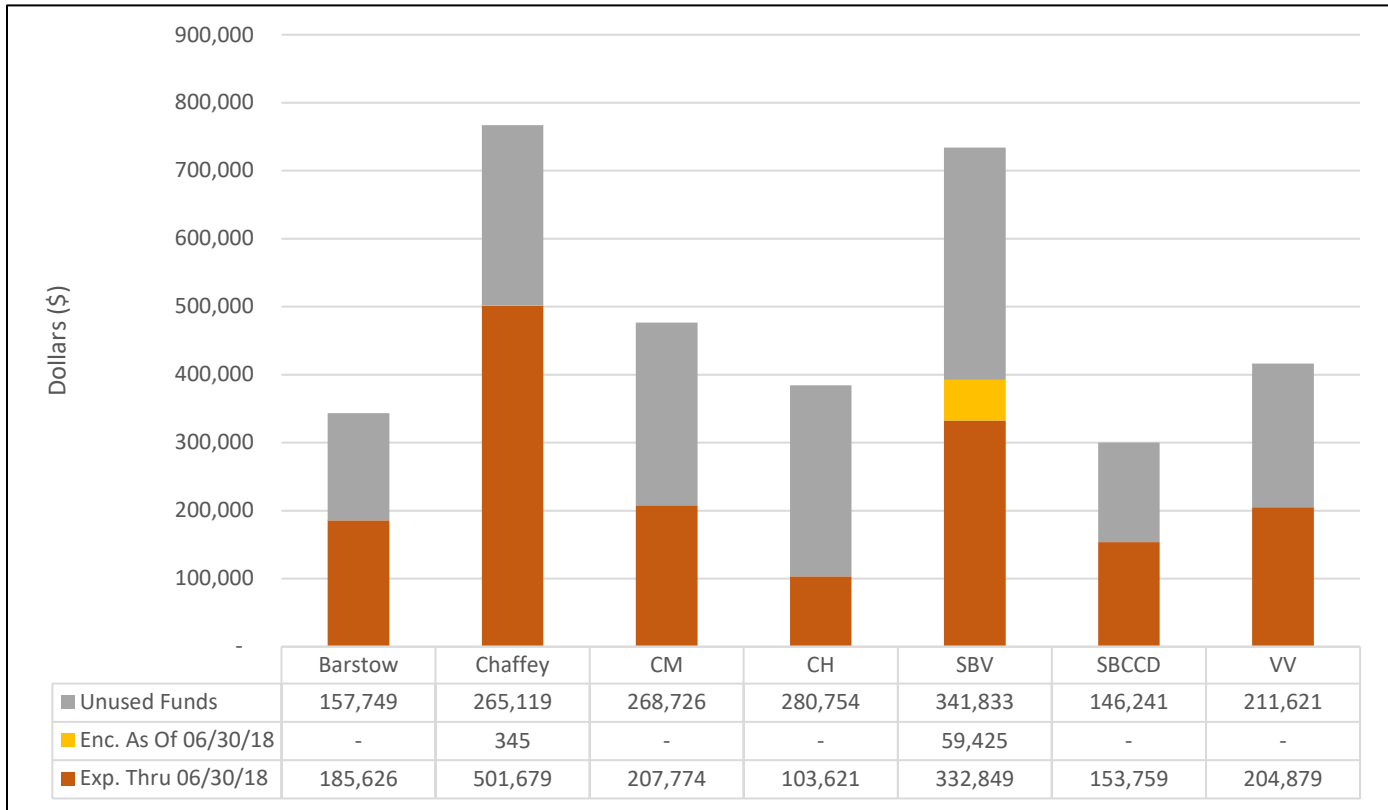
### Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction

Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	Second vehicle was purchased during the Spring term. Additional EV equipment to be purchased during the Summer and Fall terms. We anticipate spending the entire amount prior to December 31, 2018.

### Project Narrative—P06: Regional, Accelerated, Career, and Employment Program

Approved Project Workplan Activity	Response
Partner colleges will develop and implement various schedules that will provide accelerated pathways. The regional funding will allow the Project Director to advise staff about the development, scheduling, and expansion of short-term course sections.	Faculty have developed accelerated pathways in Business, CIS and CAT. Including credit and non-credit course and program development.
Partner colleges will engage with employers in their targeted industry sectors regarding the skill requirements for employment or career progression. The regional funding will support the Project Director's efforts to train new techniques to develop strong industry partners and recruit industry guest speakers who can meet and interview program graduates.	NetworkKinnnection was hired to provide connections to employers within the Riverside area, and attended all classes to promote services of employment after accelerated programs were completed. Database of all contacts and connections were provided to the college.
Partner colleges should expand the amount of CTE student completers in the projected 2016- 2017, 2017-2018, and Fall 2018 ACE cohorts. As the regional accelerated programs grow, staff will need to develop more effective and efficient method to serve growing student enrollments. The funding allocated to the Project Director will support trainings and advising to increase awareness of new programs through marketing techniques and recruitment techniques.	Additional completion data has shown that RCC is moving in the right direction with regard to completers and enrollment. Additional outreach and marketing has taken place to meet metrics.

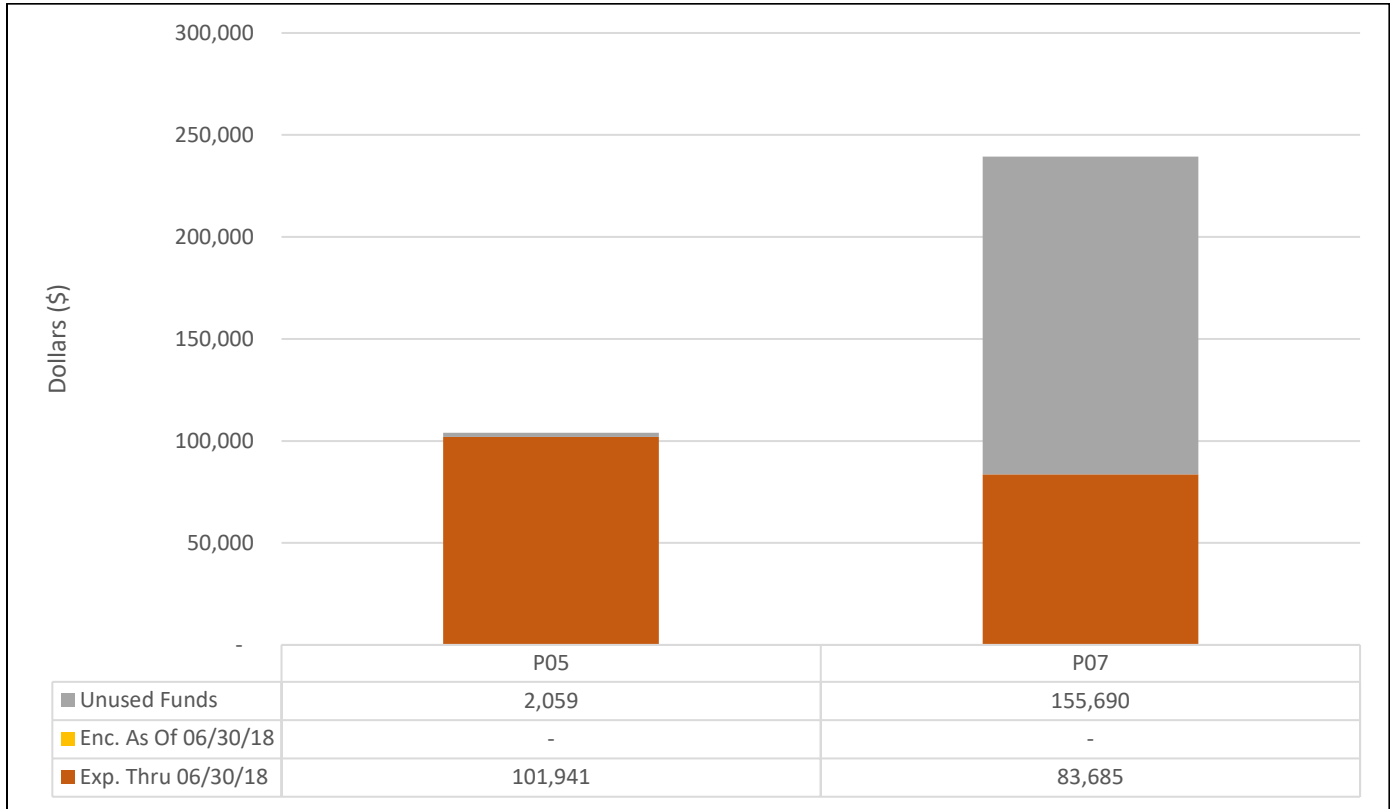
## Detail by College, San Bernardino County



## Total County Awards

<a href="#"><u>Barstow College</u></a> .....	\$ 343,375
<a href="#"><u>Chaffey College</u></a> .....	\$ 767,143
<a href="#"><u>Copper Mountain College</u></a> .....	\$ 476,500
<a href="#"><u>Crafton Hills College</u></a> .....	\$ 384,375
<a href="#"><u>San Bernardino Valley College</u></a> .....	\$ 734,107
<a href="#"><u>San Bernardino Community College District</u></a> .....	\$ 300,000
<a href="#"><u>Victor Valley College</u></a> .....	\$ 416,500

**Barstow College**



**Project Funding Awarded**

P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$	104,000
P07: Regional and District Job Developers Proposal	\$	239,375

**Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction**

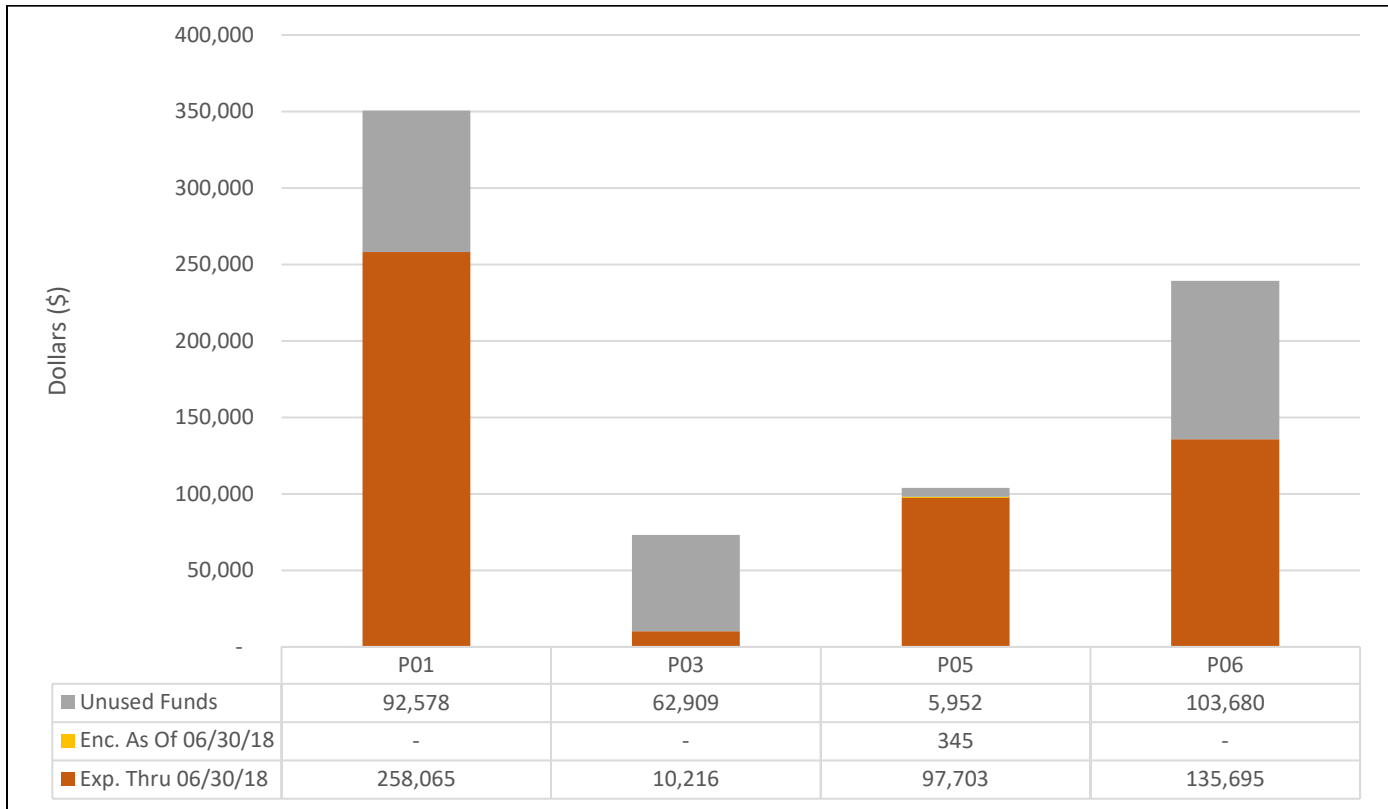
Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	We purchased additional EV vehicle and diagnostic equipment over the last quarter including a hybrid conversion kit and we received several items this quarter including the Toyota Cutaway Engine Trainer and Hydrocar education kits for our Introduction to Hybrid and Alternative Fuel Vehicles course. We are waiting on curriculum updates on our AUTO 52A Introduction to Hybrid & Alternative Fuel Vehicles course as well as a Hybrid Technology Certificate of Achievement. We continue to look for professional development opportunities for our faculty who can in turn cross-train other faculty. Some equipment may have training provided with the purchase of the equipment.

Project Narrative—P07: Regional and District Job Developers Proposal

Approved Project Workplan Activity	Response
<p>Hire job developer position and 20-hour per week student services technician to provide CTE students the necessary support and assistance in preparing them for jobs.</p>	<p>During this quarter we finalized the position which will oversee the job developer functions. The position will be titled "Career Project Technician" and we are in the process of recruiting and selecting the interview committee. We expect to have this position filled over the next quarter. We continue to provide support and assistance in preparing students to transition into the workforce. We provide job leads and resources through an email listserv, work directly with employers who are seeking workers with the skillsets related to our CTE programs, and connect students with other resources such as EDD/WDD, our Career and Transfer center, and other employment resources. Once hired the Career Project Technician will begin to take on a more active role in these efforts.</p>
<p>Attend and conduct career fairs and job employability skills workshops (2x per year)</p>	<p>We attended and hosted several events over this last quarter. We participated in Barstow College's 2018 Career and Job Fair on April 19, 2018. This event is open to students and the community so we had the ability to promote our programs to many individuals at this event. We held a CTE College Career Pathway event on 5/3/2018 to high school students from Barstow High and other feeder schools which will allow students to take BCC CTE courses under concurrent enrollment in the areas of Automotive, Welding, Industrial Maintenance, and Workforce Readiness. We held a tour of our facility and the main campus to students from Bear Valley Unified School District on 5/10/2018. We also held two articulation meetings with Barstow High School in May for agreements to be put in place for 2018-2019.</p>
<p>Promote CTE programs and students to employers.</p>	<p>Continue to work with employers on promoting our programs and students to employers. We have recently seen an increase of interest in from local employers for our industrial maintenance and welding programs/students which is a great indicator that the word is getting out about our programs. Our Career Project Technician will help to continue and expand this effort. Note: Financial Activity Report shows object category 761500 - Classroom Supplies and it should have been 4200 - Reference Books/Materials and 4300 - Instructional Supplies</p>



## Chaffey College



### Project Funding Awarded

P01: Regional Mechatronics Technician Training Pathway	\$ 350,643
P03: Placement and Clinical Site Coordination	\$ 73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$ 104,000
P06: Regional, Accelerated, Career, and Employment Program	\$ 239,375

### Project Narrative—P01: Regional Mechatronics Technician Training Pathway

Approved Project Workplan Activity	Response
Using existing Industrial Electrical Technology (IET) Industrial Electricity Level I Certificate as a base, Chaffey will develop and submit for approval an additional 3 courses with a focus on Mechatronics.	Mechatronics curriculum has been written and submitted for non-credit approval in the Curricunet system. Approval is still pending.
Explore program alignment across the region that have similar programs to share curriculum and FTES.	A regional Mechatronics meeting took place at the IEDRC regional meeting on 5/7/18; another one occurred at InTech on 6/21/18. Chaffey's current not-for-credit program was shared with other colleges present. We are considering ways that we also might share our equipment with other colleges, if possible.
Host at least one Industry Skills Panel to determine need and skills gaps.	The Advanced Manufacturing Skills Panel took place during the previous quarter of 2018.

Work with regional industry to develop curriculum for the program	A Mechatronics industry advisory meeting has been scheduled for 8/8/18 to review Chaffey's current not-for-credit Mechatronics curriculum to ensure it aligns with industry needs. An additional skills advisory meeting was held with Chaffey faculty and industry this quarter as well.
Align where possible with nationally recognized certification.	Chaffey's Mechatronics program results in Amatrol certification.
Develop a not-for-credit Mechatronics program at the InTech Center that leads to a credit program. This will serve as developmental program for those considering going into Chaffey's Engineering program.	A part-time hybrid Mechatronics not-for-credit program began on 4/2/18 and will end 8/22/18. An additional cohort is being planned with an anticipated start date of September 2018.
Develop additional instructional capacity from qualified industry personnel and other sources.	One InTech instructor is taking the current Mechatronics class to shadow its instructor (train-the-trainer.) Chaffey faculty and one InTech instructor has been trained on the lab equipment.
Develop outreach materials for the program for both students and employers	Mechatronics has been included in our InTech marketing collateral. Plans are in place to develop a Mechatronic-specific flyer next quarter.
Explore possibility of regional alignment with American River College with their federally approved apprenticeship program so that regional colleges might be able to obtain RSI including Communications and Mathematics courses	Chaffey was awarded a CAI Apprenticeship grant (board approval pending) which begins on 7/18/18; this grant includes plans to develop a Mechatronics Registered Apprenticeship program.
Purchase and house Mechatronics training equipment at the InTech Center.	Mechatronics equipment was purchased and installed at InTech in late 2017.

### Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	We have developed a comprehensive database with our list of clinical sites and have completed new policies and procedures to ensure the accuracy and validity of all clinical agreements for all the nursing programs. Further, we have hired three clinical coordinators. They have been actively recruiting new clinical sites for our nursing students. The coordinators have managed to find several new sites for our CNA Acute care technician and LVN programs. The programs also plan to develop an advisory committee for the CNA And LVN programs that will facilitate the development of clinical sites and will review clinical objectives and student learning outcomes.

<p>Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement</p>	<p>We are reviewing and renewing all our clinical contracts. We are in the process of working on new facility contracts with our new clinical sites and we are in the process of having the Board of Vocational nursing and the California Department of Public Health approve them for the LVN and CN A Programs</p>
<p>Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)</p>	<p>One faculty member attended a simulation, training, and education conference at UCLA and more faculty are scheduled for the fall. The initial faculty who attended will become the trainer for the rest of our simulation faculty. Two faculty will be attending the P10 boot camp in August. We have sent faculty to obtain their Director of Staff development certification to be eligible to teach in our Certified Nursing assistant program. We have recruited 3 new faculty for the C N A program and have increased our enrollment to a cohort of 30 due to the expansion of clinical sites and qualified personnel to teach the clinical portion of the curriculum. We will be training, the new faculty for both clinical and simulation training. The LVN program plan to continue annual staff meeting for all adjunct faculty to update faculty on policies, new classes and developments within the consortium, and the CNA program plans on initiating similar training for newly hired clinical faculty.</p>
<p>Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.</p>	<p>We plan to offer IV Certification and EKG classes and Professional development as part of a success series for our graduating students. These classes are scheduled to go to our curriculum committee and will require approval by the accrediting bodies BVNPT and CDPH board This will help them with professional development and prepare them for employment in the current job market.</p>
<p>Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities</p>	<p>Plan to attend regional meetings and 2018 conference to network with other members.</p>
<p>Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.</p>	<p>The curriculum has been mapped and we plan to now to map the assessments by semester to identify current gaps. This will require further funding for 2018. The goals have been established with the professional expert to map the current SLOs to current assessments and to identify gap areas. This will enable the faculty to make appropriate curriculum changes to all clinical courses and experiences to ensure student success, particularly on the national board exam.</p>

**Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction**

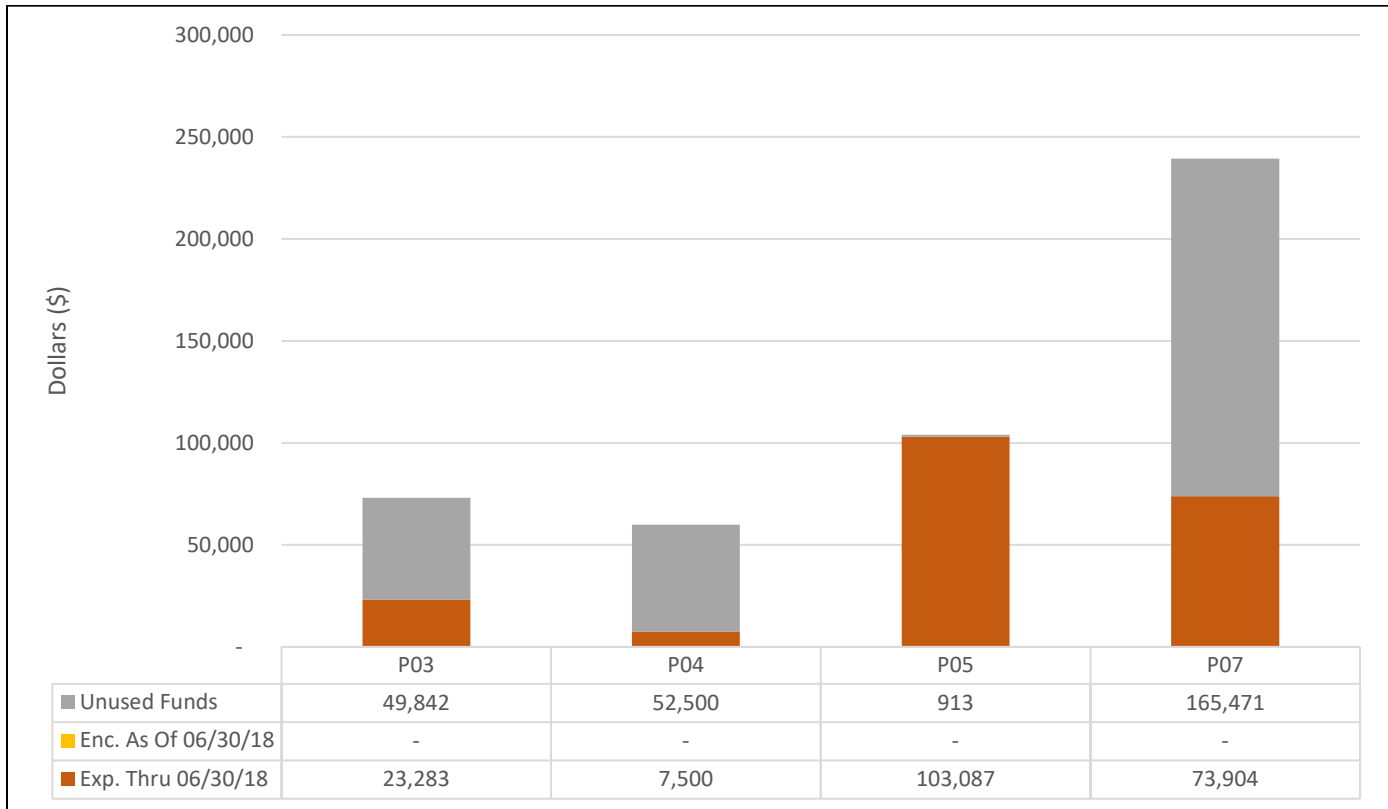
Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	Purchased a new 2017 Chevrolet Volt and a new 2017 Toyota Prius, both are hybrid vehicles. Purchased factory electronic technical support for each of the vehicles, and various multi-meters for hybrid vehicle diagnosis.

**Project Narrative—P06: Regional, Accelerated, Career, and Employment Program**

Approved Project Workplan Activity	Response
Partner colleges will develop and implement various schedules that will provide accelerated pathways. The regional funding will allow the Project Director to advise staff about the development, scheduling, and expansion of short-term course sections.	The not-for-credit Welding pilot program will be a part time evening/every other Saturday class to accommodate incumbent worker/underemployed schedule availability. Part time classes can be completed in 4 months.
Partner colleges will engage with employers in their targeted industry sectors regarding the skill requirements for employment or career progression. The regional funding will support the Project Director’s efforts to train new techniques to develop strong industry partners and recruit industry guest speakers who can meet and interview program graduates.	Welding curriculum needs were discussed with industry in the previous quarter at an InTech industry curriculum meeting. The InTech instructor for Welding was recruited from industry and developed a program with American Welding Society (AWS) certification
Partner colleges should expand the amount of CTE student completers in the projected 2016- 2017, 2017-2018, and Fall 2018 ACE cohorts. As the regional accelerated programs grow, staff will need to develop more effective and efficient method to serve growing student enrollments. The funding allocated to the Project Director will support trainings and advising to increase awareness of new programs through marketing techniques and recruitment techniques.	The pilot Welding program has been marketed to students moving through InTech’s info sessions to grow awareness. A detailed program overview was also developed. Plans are in place to develop a Welding flyer next quarter. A Welding shop that would stand adjacent to InTech is in tentative planning stages; funding is being sought, and California Steel Industries provided a quote for the construction of the building. This will accommodate program growth and will allow us to serve more students.
Using existing NCCER’s nationally recognized industry standardized curriculum, Chaffey will develop and submit for approval noncredit coursework for 2 welding stackable certificates.	Welding curriculum has been written and submitted for non-credit approval in the Curricunet system. Approval is still pending.
Explore program alignment across the region that has similar programs to share curriculum and FTES.	A regional ACE program meeting took place at the IEDRC regional meeting on 5/7/18.
Host at least one Industry Skills Panel to determine need and skills gaps.	Discussions are underway regarding a Welding-specific skills panel. Last quarter, the Manufacturing Summit was held which meets the requirement for this activity.

<p>Work with regional industry to develop curriculum for the program.</p>	<p>Welding curriculum needs were discussed with industry in the previous quarter at an InTech industry curriculum meeting. The InTech instructor for Welding was recruited from industry and developed a program with American Welding Society (AWS) certification. The Manufacturer's Council of the Inland Empire (MCIE) and InTech's Apprenticeship Committee also provides curriculum feedback and input.</p>
<p>Align where possible with nationally recognized certification.</p>	<p>Chaffey's Welding program will result in American Welding Society (AWS) certification (AWS D1.1 3G Vertical Up).</p>
<p>Develop a not-for-credit welding program at the InTech Center that leads to a credit program. This will serve as developmental program for those considering going into Chaffey's proposed welding program.</p>	<p>The not-for-credit Welding pilot program has been developed and is scheduled to begin on 7/24/18. Books are being purchased and provided for students. An outdoor area adjacent to the Old Café was identified for training. Tentative plans to procure additional funding to build a welding shop adjacent to InTech are underway.</p>
<p>Develop additional instructional capacity from qualified industry personnel and other sources.</p>	<p>The InTech instructor was brought under contract to develop and train the pilot cohort/course. Additional Welding SME/instructors are being sourced and vetted.</p>
<p>Develop outreach materials for the program for both students and employers.</p>	<p>Welding has been included in our InTech marketing collateral. A detailed program overview was also developed. Plans are in place to develop a Welding flyer next quarter.</p>
<p>Purchase and house the required welding equipment to offer entry level ACE training while curriculum is going through the approval process at the InTech Center.</p>	<p>Welding equipment and supplies purchased in previous quarters will be utilized. The InTech instructor has provided a list of supplies and equipment needed to build out and enhance the program.</p>

## Copper Mountain College



### Project Funding Awarded

P03: Placement and Clinical Site Coordination	\$ 73,125
P04: Tractor Trailer Operator Feasibility Study	\$ 60,000
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$ 104,000
P07: Regional and District Job Developers Proposal	\$ 239,375

### Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	CMNC is a member of the regional Network of colleges involved with CSPC and participates in planning sessions and sharing of information to increase clinical site placements.
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	CMC maintains current affiliation agreements with all clinical partners as required by the Board of Registered Nursing (BRN) and the Board of Vocational Psychiatric Technicians (BVPT).
Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	CMC nursing programs offer and development professional development programs for faculty. This includes workshops, simulation training, and preceptorship

Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	Students are encouraged throughout the Programs to maintain contact, share information, and are encouraged to be active in post-graduate activities related to respective Programs at CMC.
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	CMC is active in attending regional meetings with partnered colleges and with the Deputy Sector Navigator. IN addition, collaborate with deans and directors to ensure CSPC continues to provide services to Programs and students.
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	CMC regular attends meetings related to this grant, and provides grant requirements as noted.

### Project Narrative—P04: Tractor Trailer Operator Feasibility Study

Approved Project Workplan Activity	Response
Research existing training programs and conduct employer survey.	No additional activity this quarter.
Conduct detailed program cost analysis. Identify interested colleges.	*No response*

### Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction

Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	EV and Hybrid vehicles were purchased, along with demonstration and testing equipment for instruction in related courses. The faculty participated in professional development training related to hybrid/electric vehicles.

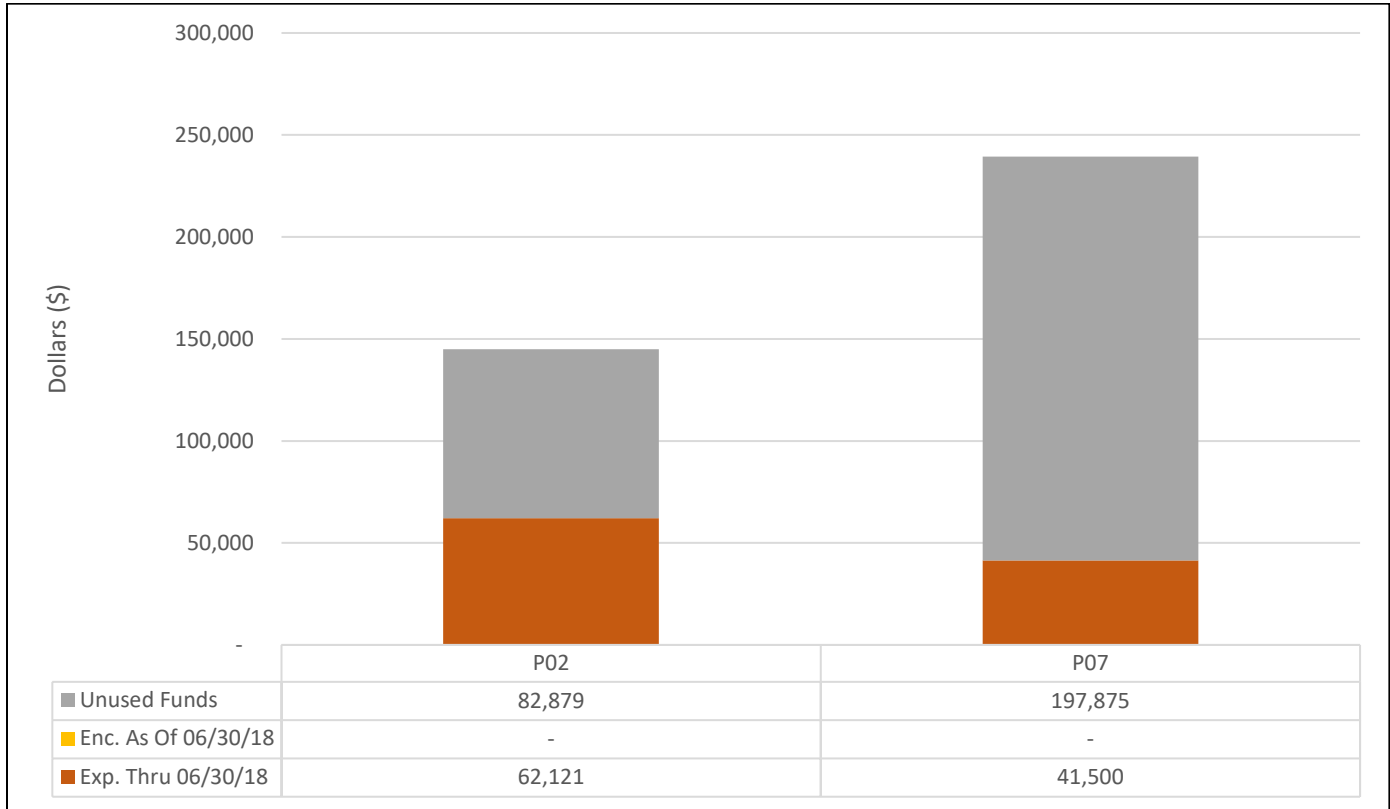
### Project Narrative—P07: Regional and District Job Developers Proposal

Approved Project Workplan Activity	Response
Develop and approve a job description for the job developer (JD), post the position, and hire a job developer by April 2017.	Job Developer was hired in October 2017 but asked to wait till January 2018 to begin full-time activity. Some work was done on a part-time level from October to December 2017.
JD to work with regional job development managers and partner colleges to develop a robust job development and placement program.	Job Developer attended workshops and conferences as well as visiting several other community colleges in the Region. Job Developer has placed students in jobs and internships since January 2018 but is working on

	improving the program with a new campaign starting in August 2018.
JD will be forming relationships with local employers, the WIBs, industry partners, and other related stakeholders (July 2017).	Started a social media campaign advertising jobs. Has a job board on campus and video display advertising jobs. Local newspaper and radio stations helped advertise events and press coverage. Work with local employers to place individuals in jobs, internships and to get those individuals an interview. Facebook alone has had over 100,000 views and interactions. We have placed about a dozen candidates so far in jobs and internships.
JD in the process of identifying current students and upcoming completers, along with faculty advocates, to begin matching students to local employers (August 2017).	As of August 2018, in the process of expanding potential connections in the community that are looking for jobs. Contacting Alumni through phone and email as well as a social media campaign to place them in jobs has just started in August, 2018.
Hold workshops related to CTE employment and market programs and students to industry-specific sector employers. This may include group and individual activities (ongoing).	Workshops including job application, resume, cover letter and mock interviews were held. An automotive workshop as well as a panel discussion about women in the workplace. All workshops combined totaled over 100 in attendance. Community members were a part of every workshop, mock interview or panel discussion as well as working with two local Soroptimist clubs, water districts, small businesses the chamber of commerce's, government agencies and other pertinent connections.



Crafton Hills College



Project Funding Awarded

P02: Subregional Business Incubator and Makerspace Proposal	\$	145,000
P07: Regional and District Job Developers Proposal	\$	239,375

Project Narrative—P02: Subregional Business Incubator and Makerspace Proposal

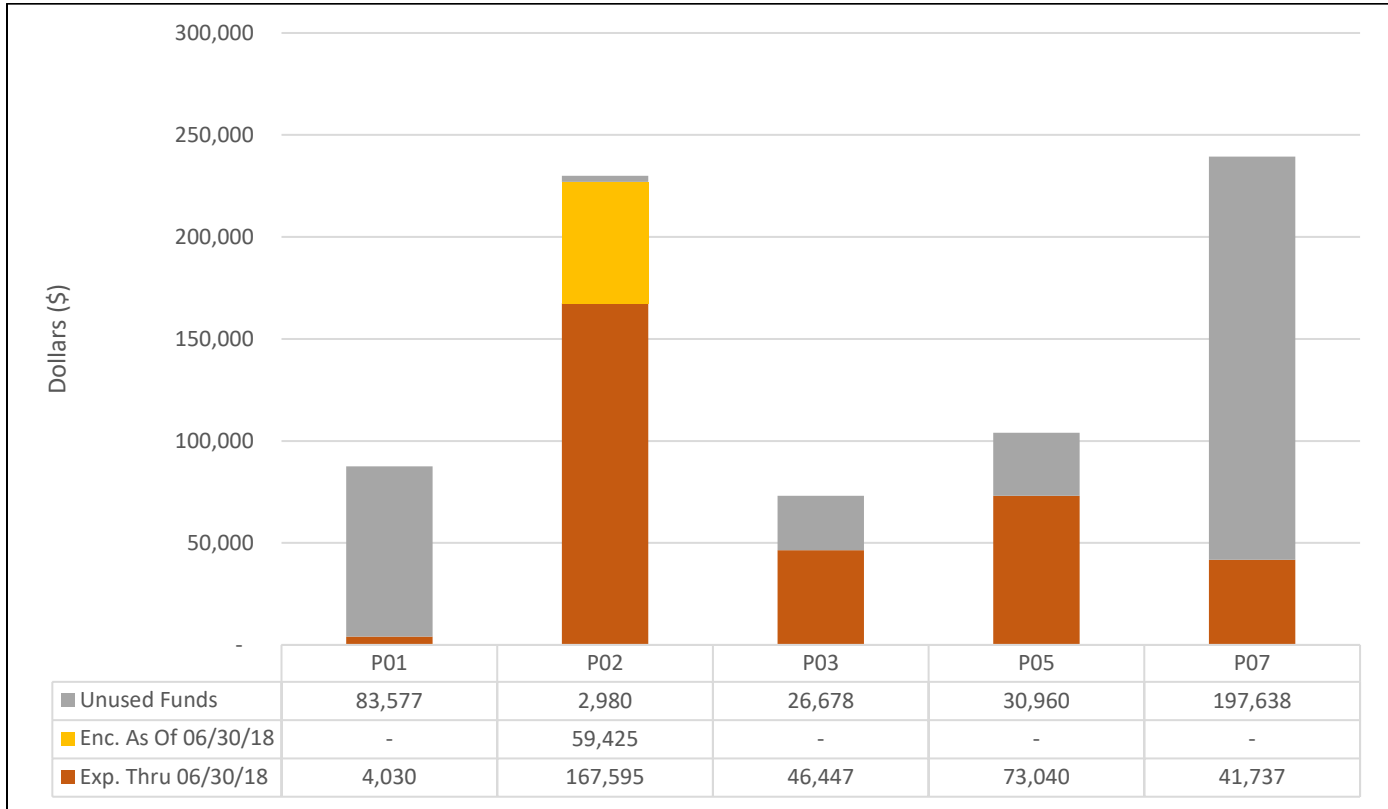
Approved Project Workplan Activity	Response
Each of the designated colleges will get their makerspace or incubator positioned to open by the end of year 2 (2017-2018). This will include working with faculty to create supporting curriculum for students.	Currently on target for Fall 2018 opening

Project Narrative—P07: Regional and District Job Developers Proposal

Approved Project Workplan Activity	Response
Hire full-time, temporary, classified job developer and a temporary (50%) student services technician II to provide CTE students the necessary support and assistance in preparing them for employment and locating jobs.	Hired.

Participate in and conduct career fairs and job (employability) skills workshops (2x per year).	Ongoing...
Promote CTE programs and students to employers.	Ongoing...

**San Bernardino Valley College**



**Project Funding Awarded**

P01: Regional Mechatronics Technician Training Pathway	\$ 87,607
P02: Subregional Business Incubator and Makerspace Proposal	\$ 230,000
P03: Placement and Clinical Site Coordination	\$ 73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$ 104,000
P07: Regional and District Job Developers Proposal	\$ 239,375

**Project Narrative—P01: Regional Mechatronics Technician Training Pathway**

Approved Project Workplan Activity	Response
Using existing Electronics Technology Certificate as a base, San Bernardino Valley College will develop an additional 3 courses with a focus on Mechatronics.	The concepts of Mechatronics have been incorporated in the ELEC 218C and a new course, ELEC 219C, was developed for the Industrial Automation Certificate.
Participate in program alignment across the region with regional colleges who have similar programs to explore sharing curriculum and FTES.	Alignment of our existing courses related to Mechatronics has been done with Chaffey College's related courses.
Work with regional industry to develop curriculum for the program.	We actively participate in regional collaboration by participating in the regional advisory board meeting for this sector.

Align curriculum, where possible, with nationally recognized certification.	Discussions with the faculty and involving the Program Advisory Committee have occurred to develop stackable certificates that will result in students obtaining industry-recognized certificates. Faculty will be developing new low unit certificates as well as enhancing existing curriculums to align with other regional community colleges.
Begin development of curriculum for a Mechatronics focused program that aligns with the Industrial Automation System.	We already incorporated the Mechatronics aspects within our existing Industrial Automation Certificate as well as Power Technology.
Develop additional instructional capacity from qualified industry personnel and other sources.	We collaborate with and receive directions from Chaffey College, the project lead.
Develop outreach materials for the program for both students and employers	Promotional materials such as flyers are in the process of being created including posting in social media such as Facebook and on our SBVC webpage.
Explore possibility of regional alignment with American River College with their federally approved apprenticeship program so that regional colleges might be able to obtain RSI including Communications and Mathematics courses.	Not applicable at this time.

### Project Narrative—P02: Subregional Business Incubator and Makerspace Proposal

Approved Project Workplan Activity	Response
Each of the designated colleges will get their makerspace or incubator positioned to open by the end of year 2 (2017-2018). This will include working with faculty to create supporting curriculum for students.	The Makerspace Coordinator at SBVC is working with faculty on creating curriculum that can be used to take advantage of the equipment in the Makerspace. She is also working with the CTE Dean to ensure understanding of the process.

### Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	Working with clinical sites to ensure compliance with agencies.
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	Affiliation agreements between college and clinical agencies is current.

Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	Clinical Site Coordinator is collaborating with other Clinical Site Coordinators to ensure consistency in practice as well as problem solving issues for clinical placement. Additionally we are working with other colleges for faculty development (simulation, de-briefing)
Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	SBVC Nursing Program continues to maintain a strong relationship with graduates. Many graduates, after pursuing a BSN/MSN, seek out employment at the college.
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	Continue to maintain a positive relationship with Deputy Sector Navigator for educational opportunities and program enhancement.
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	The Clinical Placement Coordinator meets quarterly with other Clinical Placement Coordinators to problem solve issues and work toward shared objectives and positive outcomes for all colleges.

**Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction**

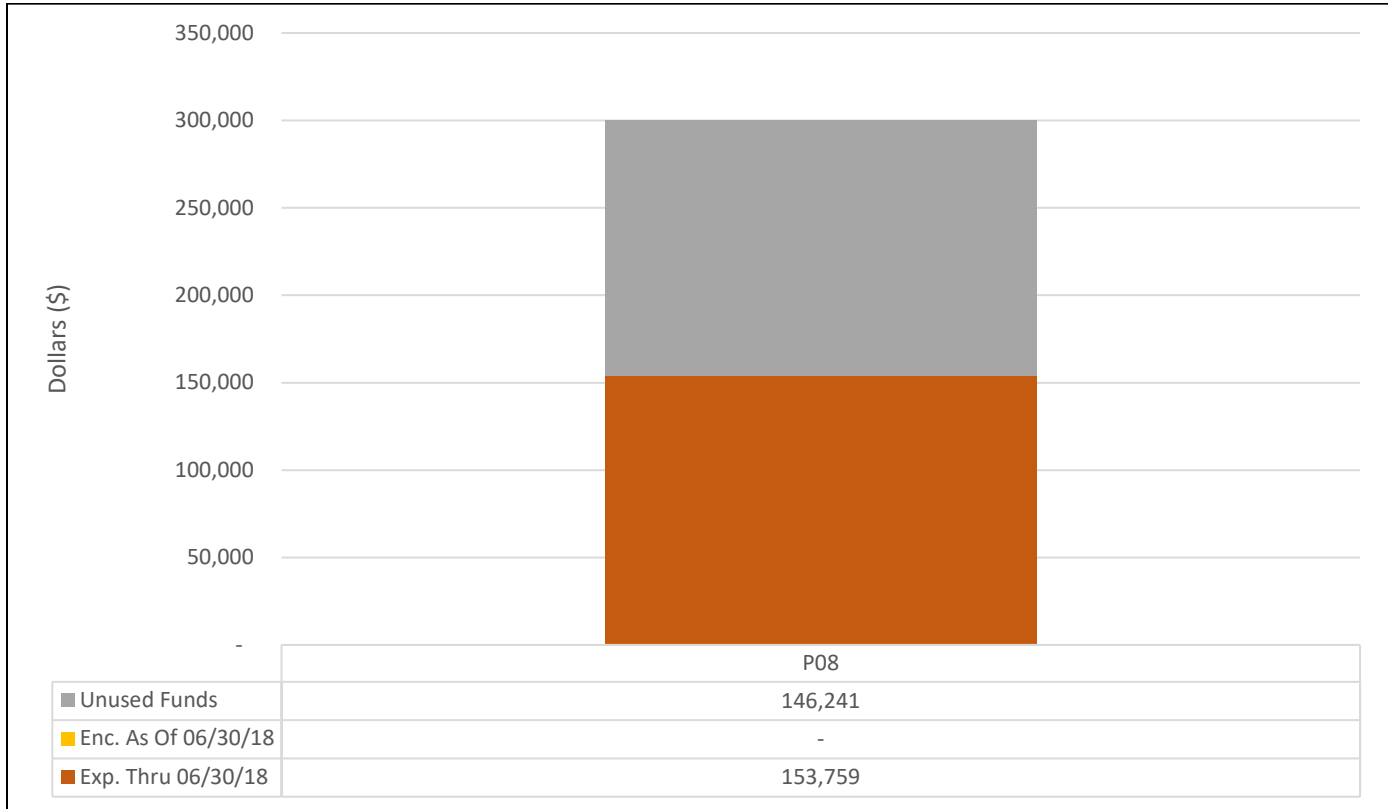
Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	The Hybrid and EV course will be implemented Fall2018 using all equipment purchased with SWP funding. \$12,972 will be spent by October 2018.

**Project Narrative—P07: Regional and District Job Developers Proposal**

Approved Project Workplan Activity	Response
To assist San Bernardino Valley College students enrolled in any of the CTE programs (all sectors) in finding employment opportunities including paid or non-paid work experience or internship opportunities by hiring a dedicated Job Developer and a part time Student Services Technician II.	Our Job Developer has been promoting this services to all SBVC's CTE students and working closely with local businesses and regional employers. A project plan consisting of activities with timelines has been developed to include organizing and hosting job fairs and workshops.
Provide CTE students the necessary support and assistance to prepare them for jobs.	Our Job Developer assisted students in resume preparation and hosted workshops and presentations: February 1 - Pep Boys meeting and Presentation to Diesel students, February 5 - Safeway Electric Meeting and Presentation to Electronics 216C; June 12 - Culinary Arts job presentation and introduction of services.

Attend and conduct job fairs and job (employability) workshops (2X per year).	A CTE Mini Job Fair was held on 5/7/2018 with 7 vendors and 44 students participating and on 5/15/2018 as well with 5 companies and 49 students in attendance. Other job fairs/workshops we participated/hosted were: February 28 - Workforce Development Job Fair; April 17 - CTE Workshop, "How to Prepare for a Job" presented by SCE Speakers Bureau Paula Reitner with 29 students; June 27 - Resume and Application Workshop with Diesel 023 course attended by students graduating in Fall 2018 semester.
Promote CTE programs and students to employers.	In addition to job fairs and workshops, our Job Developer is working closely with local companies. Job leads were also provided to CTE students during class visits.

**San Bernardino Community College District**



**Project Funding Awarded**

**P08: Regional/Sub-Regional CTE Advisory Program - Pilot Project** **\$ 300,000**

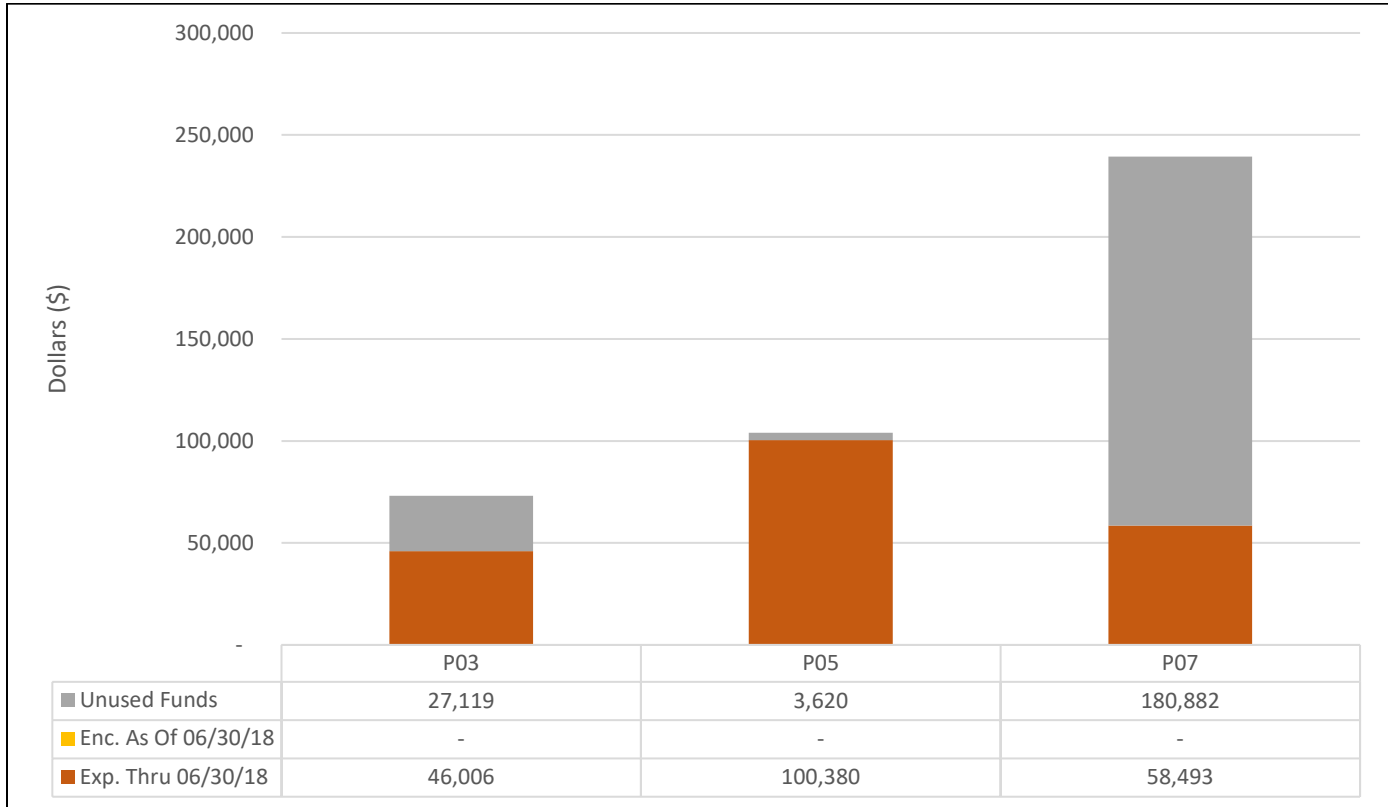
**Project Narrative—P08: Regional/Sub-Regional CTE Advisory Program - Pilot Project**

Approved Project Workplan Activity	Response
Hold regular planning meetings with key stakeholders from community, community colleges, business and industry	Held planning meetings with implementation team, including year-end debriefing. Partnered with regional ROP's to develop criteria. Delivered the following Regional Advisories: Business & Entrepreneurship (4/19/18); and Advanced Transportation (4/25/18).
Coordination with IEEP and community colleges to ensure engagement of faculty and industry	Contracted with IEEP to provide facilitation services for the regional advisories. Used listserv and social media to advertise events with faculty and industry partners. Met with Steering Committee and CTE Deans to give updates; partnered with industry to include industry skills panels.
Conducting semi-annual sector advisory meetings (regional and/or sub-regional)	Delivered the following Regional CTE Advisory Meetings: Business & Entrepreneurship in Palm Desert on April 19, 2018; Advanced Transportation in Moreno Valley on April 25, 2018.
Develop and maintain listing of Industry members by sector that are willing to participate.	Participation and implementation in pilot CRM Project/B2B Engage. Tracking shared industry, government, and education contacts regarding sectors

	and advisory participation. Connecting faculty with Industry partners.
Hold at least one advisory per year per sector serviced.	Exceeded goal of four sectors being serviced. Fall 2017 - Digital Media; spring 2018 - Advanced Manufacturing, ICT, Business & Entrepreneurship, and Advanced Transportation.
Maintain list of HS and Community College faculty by sector	A combined effort of the advisory planning committee to implement CRM/B2B Engage has led to sorted lists by high school/community college faculty, and industry partners by sector.
Facilitate both CC/HS faculty development and cross-discipline faculty development opportunities.	Regional Advisory Meetings w/ expert Skills Panels provide faculty a unique opportunity to learn of new technologies and current industry developments. LinkedIn groups are established to promote relationship development; Sub-sectors promote cross-discipline opportunities.



## Victor Valley College



### Project Funding Awarded

P03: Placement and Clinical Site Coordination	\$ 73,125
P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction	\$ 104,000
P07: Regional and District Job Developers Proposal	\$ 239,375

### Project Narrative—P03: Placement and Clinical Site Coordination

Approved Project Workplan Activity	Response
Assessment and Formation of the regional industry relations database to expand and strengthen clinical site placement.	Added new clinical sites for our students in Mental Health. These funds have helps pay for a year around clinical coordinator.
Development and/or renewals of multi-year Affiliation agreements between the College and Healthcare agencies for student placement	Added a new health care agency for student placement facilitated by the hard work of the clinical coordinator.
Expansion of meaningful college faculty professional development, and programs and events related to clinical placement (i.e.; Preceptorship, faculty externship, simulation enhancement, etc.)	Two faculty members will be attending the Regional P10 New Educators Bootcamp on August 6-7, 2018.

Development of a plan to educate graduating students about the value and benefit of an ongoing relationship with the college and increase engagement in programs.	The Director will be attending a regional meeting in September 2018 in Riverside which is sponsored by Health Impact
Collaborative efforts with IEDRC, colleges, Deputy Sector Navigator, WIBS and Intermediaries to ensure long-term sustainment for CSPC role and activities	Planning to send faculty.
Regular participation and reporting of clinical placement relations, professional development, metric results/outcomes, mandatory grant requirements, etc.	The clinical coordinator has been participating in placement relations, and participating in professional development activities on a regular basis.

**Project Narrative—P05: Updating Automotive Labs – Electric Vehicle and Hybrid Instruction**

Approved Project Workplan Activity	Response
Purchase EV vehicle and diagnostic equipment. Faculty will participate in professional development New course proposal or course changes will be written and submitted for approvals	We just received approval from the DSN to purchase additional diagnostic equipment to work with our Fiat.

**Project Narrative—P07: Regional and District Job Developers Proposal**

Approved Project Workplan Activity	Response
Work with industry, labor and workforce to conduct a needs assessment and connect CTE students to jobs.	Continued to work with previously mentioned industry employers to create a bridge from internship to employment in various disciplines. Shared all information, points of contact, and developed excel tracking and accountability spreadsheets with the newly designated Job Developer.
Set up a tracking and accountability system for job development and placement.	*No response*