

CONSTRUCTION MANAGEMENT

LAOCRC Request for Regional Recommendation (April 2018)

Background: In Early 2016, potential Advisory Council members were identified and recruited for voluntary membership. The Citrus College Construction Management Advisory Council was formally formed and conducted its first session on December 07, 2016. In this first meeting, the council voted to support the creation of the Citrus College Construction Management Program, citing unprecedented industry demands.

Advisory Council meetings have been conducted once per semester. Members collectively bring a diverse mix of experience, organization and varying types of building and general engineering construction. Their collective actions to date reflect their proactive interests and commitment to assist in developing a comprehensive program that will meet industry needs and demands, as well as ensure alignment with the latest and best construction industry practices.

The Advisory Council achieved a key milestone when, during their fourth meeting session on Thursday April 5, 2018, the council voted in favor of a motion to recommend the CM program proposal for submission to the Regional Board. Vote was unanimous. See Advisory Council session #4 minutes of meeting. These may be downloaded via the following link:

All minutes attached. See also the Roles of the Construction Management Advisory Board formalized as of March 2018.



MINUTES OF MEETING

Division	Chaired By:		Minutes By:
CTCE	Roberto R. Loya		R.Loya
Subject:	Construction Management Program – Advisory Council Meeting		
Date	Time	Meeting Location	Meeting No.
04/05/2018	5:00 PM	Citrus College TE RM 114	4

Recipients of these minutes are asked to inform Roberto Loya of any edits before the next meeting. Otherwise, these minutes will be presumed correct as written.

ATTENDEES			
Name	Title	Organization	Attended
Marti DeYoung	CTCE	Citrus Community College	<i>MD</i>
Roberto Loya, M.Eng., M.S., CCM	Advisory Chair/Faculty	Citrus Community College	<i>RRL</i>
Jeffrey Nichols	Principal Const. Inspector	Los Angeles World Airports	
Cynthia Boutte, M.S.	Contracts Manager	Parsons Inc.	<i>CB</i>
Chad White, J.D.,CCM, DBIA	Principal	Vanir Consultants	<i>CW</i>
Jason Townsell, CSP, M.S.	Western Regional Safety Manager	Parsons Inc.	<i>JT</i>
Ralph Taber, P.E., MBA	Senior Project Manager	Arcaidas Consultants	
Gerardo Lopez	Chief Construction Inspector	Los Angeles World Airports	<i>GL</i>
Seffy Wiles, MPA	Chief Construction Inspector	City of Los Angeles Dept. of Public Works Bureau of Contract Admin.	<i>SW</i>

Note: All “Topic Discussed” items in bold type denote updated and/or changed information.

Item No.	Topic Discussed **Action Item (Action By / Due Date)
1.	<p>Welcome & Opening Remarks –</p> <p>Meeting called to order at 5:17 PM</p> <p>Cynthia Boutte attended by tele-conference.</p>



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	<p>Robert advised, Seffy was enroute and would be 10 minutes late.</p> <p>in the interest of time and Jason needing to leave at 6:00 PM, Discussion started with Agenda Item No.4</p>
<p>2.</p>	<p>Review and Approval of Minutes –</p> <p>Meeting #3 Minutes reviewed and discussed.</p> <p>Chad requested a copy since he was not present at meeting #3. Asked if we could add columns to the first page of the minutes to include contact email/phone.</p> <p>Robert said it would be done.</p> <p>Minutes of Meeting #3 - approved</p>
<p>3.</p>	<p>Continue Discussion on Advisory Roles</p> <p>Robert informed Ralph Taber was currently assigned to a Project in La Guardia Airport And would be joining in by phone at subsequent meetings. Will be meeting with Robert on Wednesday, at which time he would get caught up on the CM program development.</p> <p>Robert advised Jeff also for a few weeks.</p> <p>Discussed upcoming tasks including marketing and promotion of the program</p>
<p>4.</p>	<p>Review & Discussion on CM Curriculum Framework: Advisory Action item –</p> <p>Robert emphasized this meeting was critical to inform the members of a key milestone in the program development process.</p> <p>Advisory members were informed on the status and progress of the CM Program Development</p> <p>Members were advised that the CM program framework has been designed and ready for the Advisory members consideration.</p> <p>Robert recognized the proactive and engaging efforts of the members and referenced all prior meetings have been extremely productive and instrumental in ensuring the draft proposed CM Program Framework aligned with Industry demands.</p> <p>Members were handed a 5-page document containing key excerpts/highlights of the draft CM Program Proposal covering:</p> <ul style="list-style-type: none"> • CM Program Overview

- Program Goals and Objectives
- Program Curriculum Options
 - Degree Options
 - Certificates of Achievement
 - Skills Award
- Course Requirements Specific to each of the Curriculum Options
- Corresponding Semester Units

Robert requested everyone take 3 minutes to read the document.

Opened a Roundtable Q&A session –

Jason offered some edits to the Skills Award in Construction Health and Safety
Add the word “Specialist” to align with credential.
Correct the acronym to “Board of Certified Safety Professionals”

Jason recommended adding a component to the curriculum to capture emerging construction technologies and alternative project deliveries such as P3 and DBOMs

Robert informed about the program parameters of a 2 year program vs a 4 year. Was explained topics were more in line with upper division material however would be covered in part in the course work related to construction management topic.

Gerardo commented on the comprehensiveness of the program.

Chad emphasized the importance of the “Interpersonal Skills” (soft skills) and asked if there was a course covering that subject. Emphasized CM is in essence 80% soft skills and 20%

Robert advised of the GE component (to be addressed at a later time) would address those skills.

Was mutually agreed that soft skills must be emphasized and/or embodied in all course content.

Robert acknowledged it would be, like safety, captured in all of the subject matter as a must for this curriculum.

Seffy and Cynthia offered their complimentary comments of the proposal as being impressive and exciting.

The members were advised, the key purpose of this meeting was to seek the Advisory Councils of

Robert and Marti informed about the Regional Approval Process.

Jason informed he had to depart

Robert asked Jason if he could support and recommendation to submit the proposal for approval?

Jason responded with a firm yes and two thumbs up approval.

Discussion continued

Jason and Cynthia inquired about transferability of the 2-year program into a 4-year university.

Robert informed that articulation with universities and would be in the subsequent phases of the development

Cynthia asked about the accreditation process and what that meant.

Robert explained accreditation would be pursued at a later time

Marti provided a high level succinct overview of the accreditation visits.

5. Advisory Council Action Items – Recommend CM Program Proposal for Regional Review/Approval

Advisory Council Action –

Based upon the Advisory Council’s review and conclude Q and A session, Robert made a motion to propose the CM Program Proposal be declared ready and acceptable for submission to the Regional Board.

Gerardo second the motion.

All in favor? 6 “Y” and 0 “Nays”

With this action, the Citrus Community College Construction Management Advisory Council formally expressed their full support and recommendation to proceed to the Regional Approval Process.

Discussion continued

Gerardo elaborated on the importance of this program to his Division of construction inspectors, interns and new trainees.

Gerardo spoke about the near and long term challenges of the currently saturated labor market; challenges of the hiring process and the attrition

Seffy opined with similar staffing challenges at Public Works

Both Gerardo and Chad engaged in a discussion on staffing shortages over the next 7 years coupled with the increasing shortfalls in qualified staff.

Everyone agreed this new program comes at a good time.

Chad asked if the College had a CMAA student chapter.

Robert informed he would pursue setting up a student chapter and would serve as the faculty advisor.

Chad commented on the high potential for student networking with large firms and great opportunities for internships.



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	<p>Seffy iterated the importance of incorporating a “capstone-like” course to support a measure internship experience as part of a credit course.</p> <p>Gerardo again underscored a clear industry shortage of qualified staff. Cited his approach to staffing and succession is heavily reliant on a robust training system. Acknowledge the program will be a great training and development resource for his division at LAX</p>
6	<p>Next Steps</p> <p>Marti advised, with the advisory’s recommendation, the CM Program proposal will be submitted for regional review.</p> <p>Robert stated the program is very solid and hoped it will be met with approval.</p> <p>Briefly discussed the local review and approval process</p> <p>ALL members offered to assist as needed.</p>
7	<p>Next Advisory Meeting</p> <p>Robert asked if everyone would be OK with meeting at the Parsons office in Pasadena. All OK</p> <p>Unless otherwise informed, next meeting will be at the Citrus College Campus</p>
8	<p>Closing Remarks</p> <p>Round table –</p> <p>Gerardo expressed excitement and pride over the program framework.</p> <p>Seffy echoed those comments</p> <p>Meeting adjourned at 6:23 PM</p>

****Next Meeting: Anticipated for the Spring Semester at Citrus College**



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Respectfully Submitted,

Roberto R. Loya

Roberto R. Loya, Chair & Program Director