

**Strong Workforce Advisory Committee Meeting**

**February 24, 2021**

**Virtual Zoom Meeting**

**1:00 – 2:30 pm**

**Minutes**

1. Introductions: Sweeney, Susan: Dean Career Education (CE), Bishop, Shannon: CE Senior Program Specialist, Venable, Ellen: Faculty Computer Science; Weiler, Jessica: Counselor Career Education, Dr Randy Brown Dean Non-Credit; Day, Katie: CE Department Assistant: Diaz, Lelannie: CE Senior Program Specialist; Casella, Debra: Department Assistant Non-Credit Bernabe, Linda: Director Com Ed and Dual Enrollment Galvez, Maribel Department Assistant Com Ed & Dual Enrollment
2. Area Updates
3. Summer CyberCamps: beginning June 14 to July 28, 2021. Offering three levels of camps:  Introductory, Intermediate, and Advanced.  (3 weeks). There will be separate high school and college camps. The flyer has gone out to the local high schools and middle school partners. Waiting to receive the registration link. Alex and his CSIS club members; current and former students will lead the event. However, the Regional CyberCamp Team will be available throughout the event for support. This is a Regional project with no costs. Hoping to use this model as a pathway into a new Cybersecurity Certificate of Achievement.
4. **Discussed Cybersecurity Certificate, reviewed feasibility study. We have two classes and are ready to launch and soon two others will be added. Certificate was unanimously approved.**
5. High Step for spring 2021 is currently in progress. In the next week, Adriana will survey the high schools for their Fall 2021 course offerings.
6. Student appointments are continuing to be scheduled for those who are applying to the LVN to RN program. Enna Trevathan approved extending the Application deadline to March 12, 2021.
7. The summer schedule was rolled. As soon as the terms are set by Candice Whitney, Divisions Assistants can begin imputing. However, Katie has not started to work on the fall schedule yet. The fall 2021 drafts were sent to the Dept. Chairs, but the decision has not been decided whether the schedule will roll or entered from scratched for fall 2021.
8. Currently there are 4 students out on interns and 8 pending positions on internships and job opportunities. Some announcements have gone out and others Lelannie is working with employers. She is hoping to have the 8 positions filled in the next couple of weeks. Blach Construction will do another presentation in one Business classroom and selected an intern. They are a huge supporter of Gavilan College and our Construction program.
9. The Water Program began its mock interview process. Catherine Ames’s students are meeting with Lelannie to complete mock interviews and resume reviews as part of their required class assignment. Lelannie spoke with an employer in Aviation that has an opportunity for our students. One student is interested.
10. Law Pathway group met Friday, February 19th. Still working on a potential internship program for students but are planning events to get the program growing and then pursue the internship portion.
11. The Pharmacy Technician program currently has low enrollment, and the class has been postponed and to begin March 20th. Linda will work with the PIO office to put it on social media. The Vet Assistant program with the externship component will be offered.
12. Dual enrollment: Linda is working with high schools. History of Culture of Television, Film and New Media (MCTV16) is being offered at SBHS for Spring 2021. Relationships are being developed and are going well. SBHS requested two courses for summer 2021 and more course interest possibly for fall. More work to be done with the other school districts.
13. Continuing Ed: The entrepreneur program starts March 13th, 2021. It’s a partnership with El Pajaro Community Development Corp where the class is located. They have a lot of small business grants and loans available. Only 8 students are enrolled but will probably have the classes filled. The classes are offered in Spanish and offered for ten weeks virtually on Saturdays. Fall 2020 class enrollments were not great. However, they did amazing recruitment and enrollment for spring 2021. Upper level and Adult Ed classes are fully enrolled. Many lower-level classes have low enrollments and have suffered. Planning for fall 2021 to reoffer those low enrolled classes in person or as a hybrid model. Difficulty with getting students enrolled.
14. SWP Budget
15. Susan, Linda, and Randy reactivated the Workforce Advisory and are starting to do the feasibility study. Plan to put a new Regional or Local project for Medical programs. Looking at what is coming up in the next two years as we enter year 5. Second round of funding.
16. Closing out the first round which was a four- year cycle. We are receiving monies again. Looking at new programs. NOVA has been difficult for the SWP process.
17. Return to Campus, Retention & persistence.
18. Discussions have started in EOC to return to campus and will be checking in individually with staff members on a plan.
19. Also looking at retention and persistence and success in classes. Child Development in-person lab classes is hurting while WTRM is doing well. We do not need to decide with folks returning to campus anytime soon. However, what are those student facing services look like? Are they available to students & where is the location and how many days a week? Working out protocols so it is all safe.
20. As far as other colleges they are doing it differently. 4 -year universities may be coming back to campus soon. Lelannie added she has talked with several schools and majority are having set zoom times for students to go on. Gavilan has limited synchronous type of classes & that may have the disconnection for most students.
21. Summer classes will remain the same however, there are discussions with which classes will go back in the fall as hybrid and what is working online. Katie will need clear instructions from Dept. Chairs and faculty if zoom student meetings are indicated in the schedule section text. Faculty have been doing their own zoom meetings on their own that it is not indicated in the schedule. If the student zoom meetings are required, then it needs to be in the schedule or adding a clause of an optional zoom teacher meeting.
22. Announcements
23. Community Ed Brochure will go out the first week of May for summer. Linda has sent a request to faculty. Katie works with Noemi regarding class offerings through Career Education and will submit changes. Continuing Ed will get back on to the Brochure with ESL and Citizenship class offerings and hoping to get Welding. Randy will know in a few weeks from San Benito. Before the Brochure submission date, Susan will reach out to Randy and as a group we will meet again to discuss what is in the brochure and clarify information when the community calls or emails.
24. Virtual Career Fair scheduled for April 29th from 9am to 2pm. Lelannie would like to invite our Water Partners to the event.
25. Next agenda items
* Working with Community Ed, Continuing Ed and Career Ed on looking at future new programs. Will continue this partnership once a semester. If we are all partnering in the marketing brochure, we all need to be part of the discussion.