

Orange County Regional Consortium College Resource Leadership Council Business Meeting

Approved Final Minutes: June 15, 2023

9:00 a.m.- 10:00 a.m.

Zoom Video-Call Details

Orange County Regional Consortium is inviting you to a scheduled Zoom meeting.

Topic: June 2023 Program Recommendation /Collaborative Meeting

Time: Jun 15, 2023 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88649646518>

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Join by Skype for Business

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Voting Members present:

- Dr. Shelly Blair, Coastline Community College
- Dr. Margaret Fernandez, Cypress College
- Mr. Ken Starkman, Fullerton College
- Ms. Debbie Vanschoelandt, Irvine Valley College
- Ms. Kim Tang (Alternate), North Orange Continuing Ed.
- Ms. Lisa Knuppel, Orange Coast College
- Ms. Kari Irwin (Alternate), Saddleback College
- Matt Valerius (Alternate), Santa Ana, College
- Estela Cuellar (Alternate), Santiago Canyon

Voting Members absent:

- Ms. Dorsie Brooks, Golden West College

- I. **Call to Order – Meeting called to order at 9:02 a.m. by Mr. Ken Starkman, Voting Member, OCRC**

- II. **CRLC Member Roll Call – Ms. Maria Lepe, Executive Secretary, called roll – a Quorum of Voting Members was verified.**

- III. **Minutes from the May 2023 CRLC Business Meeting (full discussion) were Approved**
 - a. **Motion:** Ms. Debbie Vanshoelandt, Irvine Valley College; **Second:** Ms. Lisa Knuppel, Orange Coast College: **APPROVED**

IV. **Informational Items**

a. **Program Data Requests**

1. **DISCUSSION**

Artificial Intelligence program will be a Certificate of Achievement. This program is for students who have an interest in working with programming, using python language and machine deep learning. The program introduces students to different areas of AI. The three SLOs demonstrate AI’s current future capabilities and applications demonstrate the technical aspects of AI and writing machine-learning algorithms. Regarding the Top Code, 0799 is an “other information technology” code that is an overall fit-all.

- a. Dr. Shelly Blair mentioned that the program name might need to be renamed to show that it is also including learning AI developing tools. Nowadays, AI is a component found in many areas and the program would need a name showing more specificity on what the program entails.
- b. Dr. Margaret Fernandez would like to learn more about the type of jobs available for someone with an AI background.

Program Title	Top Code	College	Contact
1. Commercial Photography Certificate	101200	Fullerton College	Ken Starkman KStarkman@fullcoll.edu
2. Paraeducator Certificate	0802.00	Golden West	Dorsie Brooks dbrooks28@gwc.cccd.edu
3. Music Production	1005.00	Saddleback	Ariel Alexander aalexander@saddleback.edu
4. Artificial Intelligence	0799.000	Santa Ana College	Jason Sim sim_jason@sac.edu
5. Automotive Applied Skills	0948.00	Santa Ana College	David Roper roper_david@sac.edu

6. Automotive Essentials	0948.00	Santa Ana College	David Roper roper_david@sac.edu
7. Client Server Programming	0702.10	Santa Ana College	Jason Sim sim_jason@sac.edu
8. Legal Interpreting Vietnamese/English	2140.00	Santa Ana College	Kristen Robinson robinson_kristen@sac.edu

b. Re-institution (Re-affirmation) of Saddleback College programs; Motion: *Dr. Shelly Blair, Coastline College*; **Second:** *Ms. Lisa Knuppel, Orange Coast College*; **Recommendation APPROVED.**

- ❖ Saddleback College is attempting to meet the new PCAH requirements by obtaining a copy of the consortia recommendation for all programs that have been modified or previously approved but no approval verification.
- ❖ **DISCUSSION**
 1. OCC submitted a similar request previously and called it “Program Re-affirmations.” LMI was required from COE previously, but they are not sure if it is still being required. OCC requested LMI in batches and they ended up receiving 27 COE LMI reports for all the 60+ programs. Their curriculum committee mentioned that they saw them as new programs. They recommend Saddleback to confirm with the Chancellor’s Office if COE LMI reports are required.
 2. In addition, OCC’s Advisory Committee had to have the exact language stating that the same programs were re-affirmed. The agenda had to include specific language stating, “to review and affirm...” and all degrees and certificates were individually listed.

TITLE	TOP CODE	AWARD	Has Consortium Recommendation Documentation
ACCOUNTING	0502.00* Accounting	A.S. Degree	No
ACCOUNTING	0502.00* Accounting	Certificate of Achievement	No
Administrative Assistant	0514.00* Office Technology/Office Computer Applications	Certificate of Achievement	No
Administrative Assistant	0514.00* Office Technology/Office Computer Applications	A.S. Degree	No

Administrative Medical Assistant	1208.20* Administrative Medical Assisting	Certificate of Achievement	No
Advanced Culinary Arts	1306.30* Culinary Arts	Certificate of Achievement	No
Advanced Culinary Arts	1306.30* Culinary Arts	A.S. Degree	No
ADVANCED FASHION DESIGN AND APPAREL MANUFACTURING	1303.00* Fashion	Certificate of Achievement	No
ADVANCED MANUFACTURING	0956.00* Manufacturing and Industrial Technology	Certificate of Achievement	No
ADVANCED MANUFACTURING	0956.00* Manufacturing and Industrial Technology	A.S. Degree	No
Aging Studies	1309.00* Gerontology	Certificate of Achievement	No
Aging Studies Interdisciplinary	1309.00* Gerontology	Certificate of Achievement	No
Alcohol and Drug Studies	2104.40* Alcohol and Controlled Substances	A.S. Degree	No
Alcohol and Drug Studies	2104.40* Alcohol and Controlled Substances	Certificate of Achievement	No
Alternative Fuel Vehicle Specialist	0948.40* Alternative Fuels and Advanced Transportation Technology	A.S. Degree	No
American Sign Language	0850.00 Sign Language 0850.10 Sign Language Interpreting	A.S. Degree	No - the TOP code for this program was previously 0850.10 and the program goal in COCI is currently CTE - please submit under TOP code 0850.10

			No - The TOP code is being corrected in COCI for Spring 2023 back to 0850.10 (program revision goes to the 4/24/23 BoT meeting)
American Sign Language Interpreting	0850.00 Sign Language 0850.10 Sign Language Interpreting	Certificate of Achievement	
Analog and Digital Circuit Electronic Technology	0934.00* Electronics and Electric Technology	Certificate of Achievement	No
Analog and Digital Circuit Electronic Technology	0934.00* Electronics and Electric Technology	A.S. Degree	No
Applications Developer	0707.00* Computer Software Development	Certificate of Achievement	No
Applications Developer	0707.00* Computer Software Development	A.S. Degree	No
Architecture	0201.00* Architecture and Architectural Technology	A.S. Degree	No
Architecture	0201.00* Architecture and Architectural Technology	Certificate of Achievement	No
ASSOCIATE TEACHER LEVEL I	1305.00* Child Development/Early Care and Education	Certificate of Achievement	No
Automotive Chassis Specialist	0948.00* Automotive Technology	A.S. Degree	No
Automotive Chassis Specialist	0948.00* Automotive Technology	Certificate of Achievement	No
Automotive Engine Performance Specialist	0948.00* Automotive Technology	A.S. Degree	No
Automotive Engine Performance Specialist	0948.00* Automotive Technology	Certificate of Achievement	No
Automotive Engine Service Specialist	0948.00* Automotive Technology	Certificate of Achievement	No
Automotive Engine Service Specialist	0948.00* Automotive Technology	A.S. Degree	No
Basic Culinary Arts	1306.30* Culinary Arts	Certificate of Achievement	No

Basic Culinary Arts	1306.30* Culinary Arts	A.S. Degree	No
Business Leadership	0506.30* Management Development and Supervision	Certificate of Achievement	No
Business Leadership	0506.30* Management Development and Supervision	A.S. Degree	No
Business Management	0501.00* Business and Commerce, General	A.S. Degree	No
Catering	1306.30* Culinary Arts	Certificate of Achievement	No
Catering	1306.30* Culinary Arts	A.S. Degree	No
Cinema-TV-Radio Career Skills	0604.00* Radio and Television	Certificate of Achievement	Yes - 6/15/2017 (but program title is Cinema-TV-Radio) - please re-submit
CLINICAL MEDICAL ASSISTANT	1208.10* Clinical Medical Assisting	Certificate of Achievement	No
COMPREHENSIVE MEDICAL ASSISTANT	1208.00* Medical Assisting	Certificate of Achievement	No
Computer Graphics	0614.60* Computer Graphics and Digital Imagery	Certificate of Achievement	No
Computer Graphics	0614.60* Computer Graphics and Digital Imagery	A.S. Degree	No
Computer Maintenance Technology	0934.10* Computer Electronics	A.S. Degree	No
Computer Maintenance Technology	0934.10* Computer Electronics	Certificate of Achievement	No
Computerized Accounting Specialist	0502.00* Accounting	Certificate of Achievement	No
Computerized Accounting Specialist	0502.00* Accounting	A.S. Degree	No
Construction Inspection	0957.20* Construction Inspection	Certificate of Achievement	No
Construction Inspection	0957.20* Construction Inspection	A.S. Degree	No
Cosmetology	3007.00* Cosmetology and Barbering	Certificate of Achievement	No
Cyber Operations	0799.00* Other Information Technology	Certificate of Achievement	No

Digital Electronic Technology	0934.00* Electronics and Electric Technology	A.S. Degree	No
Digital Electronic Technology	0934.00* Electronics and Electric Technology	Certificate of Achievement	No
Digital Media	0614.00* Digital Media	Certificate of Achievement	No
Drafting Technology	0953.00* Drafting Technology	A.S. Degree	No
Drafting Technology	0953.00* Drafting Technology	Certificate of Achievement	No
Early Childhood Teacher	1305.90* Infants and Toddlers	Certificate of Achievement	No
Ecological Restoration	0115.00* Natural Resources	Certificate of Achievement	No
E-Commerce Specialist	0709.10* E-Commerce (Technology emphasis)	Certificate of Achievement	No
E-Commerce Specialist	0709.10* E-Commerce (Technology emphasis)	A.S. Degree	No
Entrepreneurship	0506.40* Small Business and Entrepreneurship	A.S. Degree	No
Entrepreneurship	0506.40* Small Business and Entrepreneurship	Certificate of Achievement	No
Family and Consumer Sciences	1301.00* Family and Consumer Sciences, General	A.S. Degree	No
Family and Consumer Sciences	1301.00* Family and Consumer Sciences, General	Certificate of Achievement	No
Fashion Design	1303.10* Fashion Design	Certificate of Achievement	No
Fashion Design	1303.10* Fashion Design	A.S. Degree	No
Fashion Display and Presentation	1303.20* Fashion Merchandising	A.S. Degree	No
Fashion Merchandising	1303.20* Fashion Merchandising	Certificate of Achievement	No
Fashion Merchandising	1303.20* Fashion Merchandising	A.S. Degree	No
Foods	1306.30* Culinary Arts	Certificate of Achievement	No
Foods	1306.30* Culinary Arts	A.S. Degree	No

General Automotive Technician	0948.00* Automotive Technology	Certificate of Achievement	No
General Automotive Technician	0948.00* Automotive Technology	A.S. Degree	No
General Business	0501.00* Business and Commerce, General	Certificate of Achievement	No
General Electronic Technology	0934.00* Electronics and Electric Technology	A.S. Degree	No
General Electronic Technology	0934.00* Electronics and Electric Technology	Certificate of Achievement	No
Global Business	0508.00* International Business and Trade	Certificate of Achievement	No
Global Business	0508.00* International Business and Trade	A.S. Degree	No
Graphic Communications	0936.00* Printing and Lithography	A.S. Degree	No
Graphic Communications	0936.00* Printing and Lithography	Certificate of Achievement	No
Graphic Design	1030.00* Graphic Art and Design	Certificate of Achievement	No
Graphic Design	1030.00* Graphic Art and Design	A.S. Degree	No
Health Sciences	1201.00* Health Occupations, General	A.S. Degree	No
Human Resources	0506.00* Business Management	Certificate of Achievement	Yes - 4/15/2021 (but TOP code is 0505.00 in the minutes; program endorsement brieft was prepared for TOP code 0506.00, which matches TOP code in COCI) please re-submit

Human Resources	0506.00* Business Management	A.S. Degree	Yes - 4/15/2021 (but TOP code is 0505.00 in the minutes; program endorsement brieft was prepared for TOP code 0506.00, which matches TOP code in COCI) please re-submit
Human Services Generalist	2104.00* Human Services	A.S. Degree	No
Human Services Generalist	2104.00* Human Services	Certificate of Achievement	No
Illustration/Animation	1030.00* Graphic Art and Design	Certificate of Achievement	No
Illustration/Animation	1030.00* Graphic Art and Design	A.A. Degree	No
Industrial Automation Fundamentals	0934.00* Electronics and Electric Technology	Certificate of Achievement	No
Infant Toddler Teacher	1305.90* Infants and Toddlers	Certificate of Achievement	No
Interior Design	1302.00* Interior Design and Merchandising	A.S. Degree	No
Journalism and New Media	0602.00* Journalism	A.S. Degree	No
Level I - Interior Design Foundations	1302.00* Interior Design and Merchandising	Certificate of Achievement	No
Level II - Interior Design	1302.00* Interior Design and Merchandising	Certificate of Achievement	No
Level III - Interior Design Professional	1302.00* Interior Design and Merchandising	Certificate of Achievement	No
Licensed Vocational Nurse (LVN) to Registered Nurse (RN) 30-Unit Option	1230.20* Licensed Vocational Nursing	Certificate of Achievement	No
Marketing	0509.00* Marketing and Distribution	Certificate of Achievement	No
Marketing	0509.00* Marketing and Distribution	A.S. Degree	No

Medical Laboratory Technician	1205.00* Medical Laboratory Technology	Certificate of Achievement	No
Medical Laboratory Technician	1205.00* Medical Laboratory Technology	A.S. Degree	No
Medical Scribe	1208.10* Clinical Medical Assisting	Certificate of Achievement	No
Mental Health Worker	2104.00* Human Services	Certificate of Achievement	No
Mental Health Worker	2104.00* Human Services	A.S. Degree	No
Network Administrator	0708.10* Computer Networking	Certificate of Achievement	No
Network Administrator	0708.10* Computer Networking	A.S. Degree	No
Nutrition	1306.00* Nutrition, Foods, and Culinary Arts	Certificate of Achievement	No
Nutrition	1306.00* Nutrition, Foods, and Culinary Arts	A.S. Degree	No
Paramedic	1251.00* Paramedic	Certificate of Achievement	No
Paramedic	1251.00* Paramedic	A.S. Degree	No
Real Estate	0511.00* Real Estate	A.S. Degree	No
Real Estate	0511.00* Real Estate	Certificate of Achievement	No
Real Estate Appraisal	0511.00* Real Estate	A.S. Degree	No
Real Estate Appraisal	0511.00* Real Estate	Certificate of Achievement	No
Real Estate Escrow	0511.10* Escrow	A.S. Degree	No
Real Estate Escrow	0511.10* Escrow	Certificate of Achievement	No
Registered Nurse	1230.10* Registered Nursing	Certificate of Achievement	No
Registered Nurse	1230.10* Registered Nursing	A.S. Degree	No
Retail Management	0506.50* Retail Store Operations and Management	Certificate of Achievement	No
Retail Management	0506.50* Retail Store Operations and Management	A.S. Degree	No
Retailing and Selling	0506.50* Retail Store Operations and Management	Certificate of Achievement	No

Retailing and Selling	0506.50* Retail Store Operations and Management	A.S. Degree	No
Software Specialist	0702.10* Software Applications	Certificate of Achievement	No
Software Specialist	0702.10* Software Applications	A.S. Degree	No
SUSTAINABLE HORTICULTURE	0109.00* Horticulture	Certificate of Achievement	No
SUSTAINABLE HORTICULTURE	0109.00* Horticulture	A.S. Degree	No
SUSTAINABLE LANDSCAPE DESIGN	0109.10* Landscape Design and Maintenance	Certificate of Achievement	No
SUSTAINABLE LANDSCAPE DESIGN	0109.10* Landscape Design and Maintenance	A.S. Degree	No
Theatre Arts Entertainment and Theatre Technology	1006.00* Technical Theater	Certificate of Achievement	No
THEATRE ARTS TECHNICAL THEATRE	1006.00* Technical Theater	A.A. Degree	No
Travel and Tourism	3009.00* Travel Services and Tourism	A.S. Degree	No
Travel and Tourism	3009.00* Travel Services and Tourism	Certificate of Achievement	No
VISUAL DISPLAY AND PRESENTATION	1303.20* Fashion Merchandising	Certificate of Achievement	

WATER RESOURCES AND CONSERVATION	0303.00* Environmental Technology	Certificate of Achievement	Yes - 12/18/2014 (but program title is Water Management and Conservation in minutes) - please re-submit
Web Designer	0614.30* Website Design and Development	Certificate of Achievement	No
Web Designer	0614.30* Website Design and Development	A.S. Degree	No
Webmaster	0709.00* World Wide Web Administration	Certificate of Achievement	No
Webmaster	0709.00* World Wide Web Administration	A.S. Degree	No

WORKPLACE READINESS	0501.00* Business and Commerce, General	Certificate of Achievement	Yes - 5/20/2021 (but TOP code is 0506.00 in the minutes; program endorsement brief was prepared for TOP code 0501.00, which matches TOP code in COCI) - please re-submit
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V. Action Items

Mr. Ken Starkman, Voting Member, OCRC

- a. **Program Recommendation**; **Motion:** *Dr. Margaret Fernandez, Cypress College*; **Second:** *Ms. Lisa Knuppel, Orange Coast College*; **Recommendation APPROVED.**

Program Title	TOP Code	College	Contact	Type of LMI Endorsement	LMI Criteria			Emerging *
					Supply Gap	Wages	Educ. Attain.	
1. Scenic Design Certificate	100600	Cypress College	Margaret Fernandez mfernandez@cypresscollege.edu	ES	✓		✓	
2. Stage Management Certificate	100600	Cypress College	Margaret Fernandez mfernandez@cypresscollege.edu	ES	✓		✓	

<p>Key: EA = Endorsed: All Criteria Met ES = Endorsed: Some Criteria Met NE = Not Endorsed PA = Pre-Approved</p>	<p>NOTE: A check mark (✓) denotes that specific LMI Criteria was met. *Emerging denotes there are gaps in the traditional labor market information.</p>
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VI. Updates

a. Colleges

1. Coastline – No Update

2. Cypress – They are monitoring face-to-face vs. hybrid. Hybrid has showed to be much more successful than in-person or fully online courses. They are currently looking into having a balance of all these different options, as they want to make sure they provide the students different opportunities in order prevent declines in enrollment. It has also showed that students in hybrid courses at their campus tend to have higher grades and have maximized completion as oppose to an in-person/purely online course.

3. Fullerton – The Automotive program is exclusively hybrid now and they have a few other programs offered in a hybrid format. Hybrid has definitely indicated that it is bringing more students.

4. Golden West – No update.

5. Irvine Valley – No update.

6. North Orange Continuing Education – No Update.

7. Orange Coast – No update.

8. Saddleback – No update.

9. Santa Ana – They are up 13% on enrollment in summer and will end up with 1,500 FTES. They have a strong summer with dual enrolled high school students, some of which are in CTE pathways.

10. Santiago Canyon – No update.

VII. Action Items

- **Approval of 2023-2024 CRLC Program Recommendation Calendar**

1. Motion to approve 2023-2024 CRLC Calendar: *Dr. Shelly Blair, Coastline College;*

Second: *Dr. Margaret Fernandez, Cypress College; APPROVED.*

Motion approved unanimously.

VIII. Meeting adjourned at 9:44 a.m.

VIX. Approval of Action Items Minutes

- ***Meeting called to order at 9:45 a.m. by Mr. Ken Starkman, Voting Member, OCRC***

a. Approval of the June 15, 2023 CRLC Business Meeting Action Items Minutes

Motion to approve all action items minutes: *Ms. Lisa Knuppel, Orange Coast College;*

Second: *Dr. Shelly Blair, Coastline College; APPROVED.*

Motion approved unanimously.