

Los Angeles Orange County Regional Consortium College Resource Leadership Council Business Meeting

Approved Minutes: April 18, 2019

Zoom Webinar: Outlook Invitation to follow

8:30 a.m.-9:45 a.m.

Voting Members present:

- Nick Real, Cerritos Community College
- Rocky Cifone, Citrus College
- Nancy Jones, Coastline College
- Kendra Madrid, East Los Angeles College
- Virginia Rap, El Camino College
- Freddy Saucedo (Alternate), Glendale College
- Dorsie Brooks (Alternate), Golden West College
- Gene Carbonaro, Long Beach City College
- Priscilla Lopez, Los Angeles Harbor College
- Marla Uliana, Los Angeles Mission College
- Tom Vessella, Los Angeles Pierce College
- Rick Hodge, Los Angeles Southwest College
- Marcia Wilson, Los Angeles Trade-Tech College
- Laurie Nalepa, Los Angeles Valley College
- Jennifer Galbraith, Mt. San Antonio College
- Lisa Knuppel, Orange Coast College
- Salvatrice Cummo, Pasadena City College
- Mike Slavich, Rio Hondo College
- Anthony Teng, Saddleback College
- Kimberly Mathews (Alternate), Santa Ana College
- Von Lawson, Santiago Canyon College
- Carmen Dones, West Los Angeles College

Voting Members absent:

- Rodney Murray, Compton College
- Kathleen Reiland, Cypress College
- Doug Benoit, Fullerton College
- Debbie Vanshoelandt, Irvine Valley College
- Armando Rivera-Figueroa, Los Angeles City College

I. Meeting called to order 8:35 a.m. by Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate Chair, LAOCRC

II. Roll Call by Maria Madrigal, LAOCRC Interim Executive Secretary

III. Minutes from March 21, 2019 CRLC Business Meeting were recommended unanimously

a. **Motion:** Dorsie Brooks, Golden West College; **Second:** Marla Uliana, Los Angeles Mission College

IV. Informational Items

Dr. Marcia Wilson, CRLC Chair and Dean Resource Associate Chair, LAOCRC

a. [Program Data Requests](#)

Program Title	Top Code	College
1. Child Development CORE	1305	Cerritos College
2. Child Development Core Plus	1305	Cerritos College
3. Media Arts Certificate of Achievement	0614.10	Citrus College

4. Project Management Essentials	0501.00	Coastline Community College
5. Entrepreneurship Essentials	0506.40	Coastline Community College
6. Retail Management Essentials	0506.50	Coastline Community College
7. AA Global Citizenship Studies	3099	Cypress College
8. Certified Nurse Assistant	1230.30	Cypress College
9. Small Business Computer Networking	0708.10	El Camino College
10. Legal Support Professional	1401	East Los Angeles College
11. Law Enforcement Professional Development Certificate	2105.40	Fullerton College
12. Crime Scene Investigation	2105.40	Fullerton College
13. Nutrition and Foods Certificate	1306	Fullerton College
14. Museum Assistant Certificate	1099.00	Fullerton College
15. Digital Marketing Certificate	0509.00	Fullerton College
16. The Business of Art Certificate	0506.40	Fullerton College
17. Packaging Production Certificate	0936.00	Fullerton College
18. Information Technologies	0702.00	Irvine Valley College
19. Real Estate Success a. Originally Submitted March 2019	0511.00	Irvine Valley College
20. Addiction Studies	2104.40	Los Angeles Southwest College
21. LAPD/LASC Partnership Certificate	2105	Los Angeles Southwest College
22. Community Healthcare Worker	1261	Orange Coast College
23. Finance	0504.00	Rio Hondo College
24. Medical Scribe	1208.20	Saddleback College
25. Phlebotomy	1205.10	Saddleback College
26. Cyber Defense	0706.00	Saddleback College
27. Cyber Operations	0799.00	Saddleback College
28. Tax Studies	0502.10	Santa Monica College
29. Geospatial Technology	2206.10	Santa Monica College
30. Architecture	0201.00	Santa Monica College
31. 2D Animation	0614.40	Santa Monica College
32. 3D Animation	0614.40	Santa Monica College
33. 3D Production	0614.40	Santa Monica College
34. Visual Development	0614.40	Santa Monica College

a. Modified Programs

1. [Associate in Arts Degree: Addiction Studies](#), Long Beach City College
2. [Certificate of Achievement: Addiction Studies](#), Long Beach City College
3. [Information Systems Management Certificate](#), Santa Monica College
4. [Mobile Apps Development- iPhone Certificate](#), Santa Monica College
5. [Mobile Apps Development - Android Certificate](#), Santa Monica College
6. [Animation](#), Santa Monica College
7. [Animation Foundation](#), Santa Monica College
8. [Website Development Management](#), Santa Monica College
9. [Website Creator](#), Santa Monica College
10. [Nail Care](#), Santa Monica College
11. [Esthetician, Certificate of Achievement](#), Santa Monica College
12. [Salon Business](#), Santa Monica College

V. Action Items

*Dr. Marcia Wilson, CRLC Chair and Dean Resource
Associate Chair, LAOCRC*

- a. **Program Recommendation; Motion:** Kendra Madrid, East Los Angeles College; **Second:** Von Lawson, Santiago Canyon College; **Recommended unanimously**

Abstain: none

No: none

1. [Real Estate Success](#), Irvine Valley College
2. [Real Estate Sales](#), Irvine Valley College
3. [Basic Police Academy](#), Rio Hondo College
4. [Police Academy Module 1](#), Rio Hondo College
5. [Associate of Arts Degree in Foundations of Interpreting](#), Rio Hondo College
6. [Fundamentals of Industrial Automation](#), Saddleback College
7. [Urban Farming](#), Saddleback College
8. [Farm To Table Cuisine](#), Saddleback College
9. [Baking & Pastry](#), Saddleback College
10. [Wellness Gardening](#), Saddleback College
11. [Digital Publishing Certificate](#), Santa Monica College
12. [2D Animation](#), Santa Monica College
13. [Biotechnology Lab Technician](#), West Los Angeles College

VI. Update, Discussion, and/or Action Items

- a. Substantial Changes

1. Gustavo began the discussion by describing the historical process for Substantial Changes
 - Previously ‘Substantial Change’ applications were approved by the LAOCRC, however, non-substantial changes did not require such approval
2. The Chancellor’s Office changed the language of Substantial Changes to ‘Modified Programs,’ and there is no longer a differentiation between substantial and non-substantial changes
 - The Chancellor’s Office does not need advisory board minutes or LMI – just details about the changes to the program
3. Most recently, the Chancellor’s Office indicated that Modified Program Proposals do not require regional consortium recommendation
 - Some deans in the region expressed concern that college curriculum committees and staff still think that modifications require Consortium recommendation; this has been woven into their local approval process
 - Further, there is concern that some changes will impact the region and its colleges, and should be brought to the attention of the other colleges via the LAOCRC Business Meeting; therefore it was decided that these would be listed as Information Items
 - Maria will change ‘Substantial Changes’ on the Agenda and Minutes to ‘Modified Programs’
4. Dr. Chamorro will work with the Chancellors Office to get a memorandum clearly stating that the LAOCRC does not need to approve or recommend “Program Modifications”
5. The deans in the region need to decide what “modified programs” should be included, since it would be overwhelming to include them all
 - Dr. Marcia Wilson would like to see programs that are modifying the Top Codes or changing the number of units in a certificate or degree on the list-
 - Mr. Mike Slavich mentioned that anytime the region creates a ‘new control number’ -he wants to see them on the agenda as an informational item.
 - Dr. Cifone indicated he thinks it is important to see programs that change the number of units

6. Dr. Cifone recommends establishing a workgroup to decide what criteria should be used to determine which program modifications might impact other colleges and thus should be listed as Informational Items on the Business Meeting Agenda; the group will make recommendations to the region at the next meeting.
 - Mike Slavich volunteered for the workgroup
 - The volunteers will wait to convene the workgroup until after the region receives the Chancellor's Office memorandum in case it includes guidance or recommendations.

b. LMI Requests

1. Dr. Chamorro explained that recently, there have been a few instances where the name of the program listed on the LMI Data Request name does not match the program name of the application submitted for recommendation; Dr. Chamorro would like to bring this up for discussion in the May meeting.
2. Another issue is that Deans sometimes submit an LMI Data Request and use the same LMI data report for multiple applications, each with a different program name
 - Mr. Mike Slavich mentioned that he has been submitting multiple titles with the same Top Code to avoid any confusion
 - Ms. Jesse Crete added that there are some instances when the college can use the same report for multiple certificates/degrees, but there are other instances where even though it may be the same Top Code, there might be different occupations for which we are training
 - COE prefers if the deans plan to submit multiple programs using the same LMI Data, they should group them together and list the programs names on the same data request
3. Ms. Jennifer Galbraith shared that Lori Sanchez, LA CEO Director, is leaving and they have Juan Madrigal and Kristen in the interim
4. Dr. Chamorro concluded that the consortium and COE will meet to go over the Program Recommendation Process and recommend items to the region in May's meeting

VII. Updates

*Dr. Marcia Wilson, CRLC Chair and Dean Resource
Associate Chair, LAOCRC*

a. Districts

- i. Cerritos
- ii. Citrus
- iii. Coastline
 - Coastline received their re-designation for CIE for another 5 years
- iv. Compton
- v. Cypress
- vi. East Los Angeles
- vii. El Camino
 - Friendly reminder of Perkins V training tomorrow, April 19 at 9:00 a.m.
- viii. Fullerton
- ix. Glendale
- x. Golden West
- xi. Irvine Valley
- xii. Long Beach
- xiii. Los Angeles City
- xiv. Los Angeles Harbor
 - IT industry Spotlight event is Friday, May 10th at 9:00 a.m. Amazon, keynote speaker, will

discuss IT trends.

- xv.** Los Angeles Mission
- xvi.** Los Angeles Pierce
- xvii.** Los Angeles Southwest
 - Mr. Rick Hodge attended a panel at the LA Chamber where Microsoft discussed AI; he challenged Microsoft to help the LA region create curriculum for AI. He also shared with Microsoft the Amazon Cloud Computing initiatives that the LA region has been leading.
 - Los Angeles City College is interested; they are currently exploring opportunities right now.
 - Mr. Rick Hodge will send an email out to the LA region.
- xviii.** Los Angeles Trade-Technical
 - Re-Entry Symposium event will be next week on-----; they will be training faculty and staff and it will benefit students as well specially on Tuesday, Wednesday, Thursday (April 23,24,25) Dr. Wilson asks that if your college has re-entry students please let them know they are welcomed to attend. On Thursday they will have a job fair with agencies ready to hire. She will send out the flyer to everyone.
- xix.** Los Angeles Valley
- xx.** Mt. SAC
 - Mt. Sac is hosting an Allied Health Convening on June 7 from 9:00 am-2:00 pm and would like to extend the invitation to faculty and administrators from the region to attend. Please rsvp.
- xxi.** Orange Coast
- xxii.** Pasadena City
 - Grand opening of their Career Completion Center on May 16. You should have received an invitation; if you have not, please contact Ms. Salvatrice Cummo.
- xxiii.** Rio Hondo
 - Confirmed 16 DA Automotive Degrees that will be walking in May 2019.
 - CTE Teach STEM pipeline are expanding services. They are working on Dual Enrollment and expanding their reach through NSF.
 - Career Pathways Specialist Program: completing their Dual Enrollment and Articulation
 - Please be on the lookout for the Lake Arrowhead event on May 15, 16, and possibly 17.
- xxiv.** Saddleback
 - April is earth month and they are doing an Odyssey two project, which brings CTE students on May 14 and discuss sustainability to the environment.
- xxv.** Santa Ana
 - Request from Associate Dean of Criminal Justice Academies
 - Santa Ana College is not listed as a college with 'similar programs' for Police Academy. The reason behind this is that they do not have a certificate attached to the program, but for the future please add Santa Ana to the list. They have had the Police Academy for over 10 years.
- xxvi.** Santa Monica
- xxvii.** Santiago Canyon
- xxviii.** West Los Angeles

b. Other

VIII. Adjourn

- a. **Motion: Marla Uliana, Los Angeles Mission College; Marcia Wilson, Los Angeles Trade-Tech College; Motion Carries unanimously**

The next CRLC Meeting will be at Sheraton Cerritos on May 16, 2019 from 8:30 A.M. – 9:45 A.M.