

Orange County Regional Consortium College Resource Leadership Council Business Meeting

Approved Full Discussion Minutes: December 11, 2025

Zoom Video-Call Details

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

Topic: December 2025 OCRC Program Recommendation Meeting

Time: December 11, 2025 9:00 AM Pacific Time (US and Canada)

Join Zoom Meeting:

<https://rscdd-edu.zoom.us/j/88102622932>

Meeting ID: 881 0262 2932

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Find your local number: <https://rscdd-edu.zoom.us/j/88102622932>

Voting Members present:

- Ken Starkman, Fullerton College
- Debbie Vanschoelandt, Irvine Valley College
- Kim Tang, North Orange Continuing Ed
- Lisa Knuppel, Orange Coast College
- John Jaramillo, Saddleback College
- Matthew Morin, Santa Ana College
- Denise Foley, Santiago Canyon College

Voting Members Absent:

- Peggy Bilbruck, Coastline College
- Rick Hodge, Cypress College
- Dorsie Brooks, Golden West College

I. **Call to Order – Meeting called to order at 9:05 a.m. by Mr. Ken Starkman, CRLC Co-Chair and Dean in Technology and Engineering, OCRC**

II. **CRLC Member Roll Call** – Ms. Lorena Gonzalez, Acting Administrative Secretary, OCRC, conducted the roll call, and quorum for voting members was confirmed.

III. **November 2025 CRLC Business Meeting Full Discussion Minutes were Approved**

a. **Motion:** Debbie Vanschoelandt, Irvine College; **Second:** John Jaramillo, Saddleback College; **APPROVED**

IV. **Informational Items**

a. **Program Data Requests**

Program Title	Top Code	CIP Code	College	Contact
1. Applied Certified Dietary Management Certificate of Achievement	1306.20	19.0505	Coastline College	Elaf Farahat efarahat@coastline.edu
2. Cybersecurity Specialist (Applied), Certificate of Achievement	0708.00	11.1003	Coastline College	Tobi West twest20@coastline.edu
3. Air Traffic Controller	3020.30	49.0105	Orange Coast College	Don Carlson dcarlson23@cccd.edu
4. Drone Piloting	3020.20	49.0102	Orange Coast College	Don Carlson dcarlson23@cccd.edu
5. Instructional Assistant/Paraprofessional Educator - Classroom Settings	1305.50	13.1210	Santa Ana College	Michelle Kimmel kimmel_michelle@sac.edu
Existing Low-Unit, Local Certificate for State Chaptering				
1. Digital Art Production Certificate of Achievement	0614.00	09.0702	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu
Noncredit Vocational Program				
1. Certified Nursing Assistant- Acute Care	1230.30	51.3902	Golden West College	Dorsie Brooks dbrooks28@gwc.cccd.edu

V. **Action Items**

Mr. Ken Starkman, CRLC Co-Chair and Dean in Technology and Engineering, OCRC

a. **Program Recommendation:** **Motion:** Debbie Vanschoelandt, Irvine College; **Second:** John Jaramillo, Saddleback College
Recommended: YES

Program Title	Program Award Type	TOP Code	College	Contact	Type of LMI Endorsement	LMI Criteria			Emer-
						Supply Gap	Wages	Educ. Attain.	

									ging *
1. Business (Applied) Associate of Science	Certificate	050500	Coastline Community College	Peggy Bilbruck pbilbruck@coastline.edu	ES	✓	✓	✓	
2. Human Resource Management (Applied)	Certificate and A. S. Degree	050600	Coastline Community College	Peggy Bilbruck pbilbruck@coastline.edu	ES	✓		✓	
3. Management (Applied)	Certificate	050600	Coastline Community College	Peggy Bilbruck pbilbruck@coastline.edu	ES	✓	✓	✓	
4. Marketing (Applied)	Certificate and A. S. Degree	050900	Coastline Community College	Peggy Bilbruck pbilbruck@coastline.edu	ES	✓		✓	

John Jaramillo asked for clarification regarding the program’s payment structure, noting that several deans may be unclear on how costs are assessed. Specifically, he requested a brief explanation of how the model functions as a subscription fee rather than a traditional per-unit enrollment fee. Erin Thomas explained that the programs remain fully financial aid eligible and operate on a subscription-based model structured around 14-week terms. Students enroll in a term and pay a single, fixed subscription fee that covers all enrolled units and applicable college fees for that period. Within each term, students may enroll in multiple courses (e.g., two or four) without incurring additional costs, provided they complete the courses within the term. Students must maintain satisfactory academic progress to continue receiving financial aid. If a student does not complete a course within the 14-week period, they must re-enroll and pay the subscription fee again in the subsequent term. The model is designed to support students with prior knowledge or relevant work experience, allowing them to progress more quickly and maximize the benefits of the subscription structure. Erin Thomas acknowledged the significant contributions of colleagues in enrollment services, financial aid, and backend operations for successfully implementing this model. She also noted that recent data requests from Coastline reflect this same modality, now referred to as “applied” programs. Future planning is underway to offer additional programs using this model, including Certified Dietary Manager and Cybersecurity Specialist programs. John Jaramillo expressed appreciation for the explanation and referenced the Student Attendance Accounting Handbook as a resource for those interested in further details.

Ken Starkman thanked Erin Thomas and indicated his intent to follow up with Michael to coordinate a future agenda item that would allow for a deeper discussion of the competency-based education (CBE) process. He noted interest in examining lessons learned and understanding how the model is performing from a business and operational perspective. John Jaramillo suggested that the group consider studying these CBE programs as they are developed, with the goal of tailoring them into a regional model. He proposed that this approach could serve as a scalable framework, enabling colleges to replicate and implement similar programs more efficiently and on an accelerated timeline. Ken Starkman added that Chancellor Dr. Christian has emphasized the importance of reaching the significant number of workers, approximately 4.5 million, who do not currently hold degrees or certificates and may not have previously engaged with community colleges. He noted that the CBE model presents a promising opportunity to connect with this population through employer partnerships. John Jaramillo further noted that regional funding was used to help launch the initial program and suggested that a continued regional effort could support expansion, encouraging colleges across the region to move toward competency-based education pathways. The discussion concluded with Ken Starkman congratulating Coastline and Erin Thomas on advancing the programs.

- b. [Baccalaureate Degree Programs for Recommendation](#); **Motion:** Denise Foley, Santa Ana College ; **Second:** Debbie Vanschoelandt, Irvine College
Recommended: YES

Program Title	Top Code	College	Contact
1. Medical Lab Technologist Bachelor of Science	120500	Saddleback College	John Jaramillo jjaramillo@saddleback.edu

2. Artificial Intelligence (AI) for Business	050100	Santa Ana College	Dori Dumon dumon_dori@sac.edu
3. Retail Management	050650	Santa Ana College	Gabriel Shweiri shweiri_gabriel@sac.edu

Ken Starkman invited participating colleges to provide brief overviews of their proposed baccalaureate degree programs, including program goals, alignment with existing pathways, and regional relevance.

John Jaramillo presented Saddleback College’s Medical Laboratory Technology baccalaureate, which builds upon an associate degree initially launched with Strong Workforce funding. The program has demonstrated strong completion outcomes and employer demand, with students often being hired prior to program completion. The baccalaureate aligns with licensure and external certifications and offers significantly higher wage outcomes, providing a meaningful career trajectory for graduates. The program will be delivered in a hybrid format with substantial clinical requirements, emphasizing hands on experiential learning. Clinical placement capacity is not anticipated to be a major constraint. Jesse Crete from COE provided labor market context, noting that while the occupation appears as middle skill in labor market data due to federal occupational reclassification, the baccalaureate pathway targets the higher wage technologist role, which requires a bachelor’s degree. He confirmed that the labor market data strongly supports the program.

Ken Starkman acknowledged the program as well aligned and robust, then invited Santa Ana College to present its proposals. Anthony Pagán introduced the Artificial Intelligence for Business baccalaureate and invited faculty expert Dori Dumon to provide an overview. Dori explained that the program builds from existing AI certificates and associate degrees and focuses on applied, ethical, and strategic use of generative AI in business and organizational settings. The program is not computer science or programming focused but instead prepares students across industries to effectively leverage AI in business, government, education, nonprofit, and public sector environments. Ken Starkman congratulated Santa Ana College for being among the first in the region to advance an AI focused baccalaureate and highlighted the college’s leadership in developing inter college pathways for baccalaureate degrees across the region. Anthony Pagán also provided a high-level overview of the Retail Management baccalaureate degree, which builds upon existing certificates and associate degrees in management sciences. The program includes strong industry partnerships, particularly with the Western Association of Food Chains, and integrates upper division coursework with work based and experiential learning through capstone projects. The program is designed to support career advancement, strengthen apprenticeship aligned pathways, and expand full time student and revenue opportunities.

- VII. Update, Discussion, and/or Action Item**

Mr. Ken Starkman, CRLC Co-Chair and Dean in Technology and Engineering, OCRC
- a. Regional Collaboration and Coordination RFA Update*

Mr. Michael Sacoto, OCRC Interim Executive Director

Michael Sacoto shared information on two upcoming artificial intelligence events in early spring. The first is a free event hosted by the CEO Leadership Alliance focused on artificial intelligence applications in water management and open to education partners. The second is the Rancho Santiago Community College District Customized Training Institute Artificial Intelligence Business Summit on February 3, which will now include educators and faculty alongside small businesses. A second summit will be held in early May for South County participants. Both events offer opportunities for employer engagement. Michael then provided updates on the Regional Collaboration and Coordination Grant. He presented a draft two tier governance structure developed to meet RFA requirements, noting that it has not yet been approved by the Governance Council and may evolve over time with CEO approval. Additional regional groups are included for collaboration but are not part of the formal governing structure. He also shared a draft letter of support to be signed by Governance Council members, which includes required historical context, past successes, and future commitments. The signature process will begin following final chancellor feedback, with the application due December 15. Ken Starkman recommended adding a baccalaureate pathway work group to the structure, which Michael agreed to include. Michael concluded by noting that the RFA sections and budget are nearing completion and thanked participants for their engagement through listening sessions. He also previewed the upcoming meeting on the Regional Strong Workforce Program application structure for 2026 27 and encouraged participants to review the shared draft

materials ahead of the January 8 CTE Deans meeting.

Jesse Crete provided two brief updates and noted that follow up emails would be sent to CTE deans early next week. The first update focused on Bachelor Degree Program proposals. While three proposed BDPs are scheduled for submission under Cycle 8 by the January 15 deadline, Jesse emphasized the need to begin planning immediately for Cycle 9 with an August 15 deadline due to the region going dark in July. A planning timeline developed by Diego will be shared, and colleges were encouraged to notify the COE early if they are considering submissions, as BDP materials are needed by February. The second update addressed CLNA Perkins requirements. Jesse noted that districts may request COE support during their CLNA processes and encouraged early coordination. He shared that updated regionwide data and dashboards will be provided, including a tool specific to Orange County that identifies high wage, in demand, and high skill occupations to support Perkins criteria. Ken Starkman asked whether state level funding is available to support BDP development, citing the significant administrative and staffing demands associated with launching a baccalaureate program. Andrea Gallyon shared that Coastline received a modest IEPI grant to support early planning and development, which was acknowledged as a helpful example. Ken Starkman concluded with a recognition of the LinkUp employer engagement event, thanking staff, partners, presenters, sponsors, and business participants. He noted strong attendance, positive feedback, and opportunities for improvement in future iterations.

VIII. UPDATES

1. Coastline : Andrea Gallyon shared an upcoming regional artificial intelligence event supported by the regional AI grant. Coastline will host the STORM Cyber AI Research Symposium on January 31 from 9:30 a.m. to 4:00 p.m. The event is open to educators, college students, upper level high school students including dual enrollment participants, and industry partners. The symposium will feature guest speakers, a student poster session focused on artificial intelligence and cybersecurity, and an interactive capture the flag activity facilitated by industry partner Hack the Box. Poster session participation is open to students across the region, with Coastline providing all poster materials. Andrea noted that the event flyer with RSVP and poster application links would be shared in the chat and encouraged broad distribution to students.
2. Fullerton: Ken Starkman shared updates from Fullerton College, noting two open faculty positions currently posted for cinema and film and for drone technology. The drone technology position requires the ability to teach upper division baccalaureate degree coursework. He also announced an upcoming LiDAR event next Tuesday at Fullerton College, supported by the National Science Foundation, and invited attendees to participate. Additionally, Ken noted that Fullerton College is collaborating with the Association of Manufacturing Technology on a nationally featured video highlighting the role of education in manufacturing, with filming beginning this week.
3. North Orange Continuing Education: Kim Tang noted that there were no updates from North Orange at this time. She expressed appreciation for the employer engagement event, thanking Ruth for organizing it and noting its value in building new connections. She highlighted the employer recognition component, sharing that North Orange's employer partner was very pleased and appreciative of the recognition received.
4. Orange Coast: Lisa Knuppel echoed appreciation for the employer engagement event and the feedback shared by others. They also announced that final participation agreements have been approved and accepted, allowing the launch of the Bridge to the Workforce activities beginning in January. Communication regarding the initiative, including a scheduling poll and surveys for the initial convening, will be distributed shortly.
5. Saddleback: John Jaramillo shared that Saddleback College currently has open full time CTE faculty positions for a surgical technology instructor and an automotive instructor and welcomed referrals. He also noted that the college will soon be posting the President position and encouraged interested candidates to apply.

Motion to approve December 11, 2025, action item minutes: Denise Foley, Santiago Canyon College; Second: Anthony Pagan, Santa Ana College. APPROVED

- I. **Adjourn:** The next **Orange County CRLC Meeting** will be on **January 15 2026**, from 9:00 A.M. – 10:00 A.M.