Date: October 31, 2022
Answered By: Dr. Julian N. Branch, Director of Workforce Development

Strong Workforce Funds (SWF) Questions

Strong Workforce Budget

1. Please include a detailed report of the SWF expenditures for 2021 - 2022 and walk us through the report.

   Answer: Attached, you will find BAVL reports for Year 5 and Year 6 local and regional funds. Year 5 has been fully spent down, and the college is in the final steps to submit the documents to the State Chancellor's Office. For Year 6 local and regional, we have already allocated the funding for the year. For Year 7, the college is still gathering information and speaking with the Deans on how to best utilize the funding.

2. What is the Strong Workforce budget for 2022 - 2023? Year Six:

   Answer: Local $795,589, Regional $377,574

3. What are the current expenditures for the 2022 - 2023 budget?

   Answer: Please look at Year 6 to see the current spend down of the budget.

Associate of Science of Funeral Services

4. How much money has been invested into the new mortuary science program? Include both initial costs and ongoing recurring costs.

   Answer: As of today, the college has spent a total of $519,000 in capital expenses. The original estimated cost was $200,000, but there have been unexpected costs in the buildout. After the lab is complete, the ongoing cost will be approximately $200,000 for salaries to run and teach in the program. Once the program meets enrollment minimums, the classes can be taken off SW funds and moved to the college's ongoing costs.

   Additionally, other questions were proposed, and I recommend you invite the Project Director to provide a presentation as to how the program will run in the college. Possible questions to ask is as follows:
   -Bodies (apparently free?) Transportation costs?
     -Supplies??
     -Lab assistant time?
     -HazMat – we need to know how much is generated from which class?
     -Classes
     -Enrollment Model

5. How many students have completed courses in mortuary science?

Answer: The program's first class was offered in the Fall 2022. There are no students who have completed.

6. How long did the other colleges take to ramp up to full capacity? How long did it take to get accreditation?

   Answer: The national accreditation process takes approximately three years to complete. I recommend asking this question to the program manager for more detailed information.

7. How many jobs in mortuary science are projected in the Bay Area over the next five years?

   Answer: There are 241 open jobs currently over the year in the Bay area with a 13% growth for the industry.

PROGRAM INFORMATION - American River

Year	Total enrolled	# of New Students	# of Grads	Timely Grad*	Graduation rate	Did not finish**	Overall % Employed	Employed in FS
2021	53	39	28	28/28	100%	1	96%	93%
2020	46	30	20	20/20	100%	1	100%	100%
2019	35	24	13	13/13	100%	1	100%	100%

* Timely graduation = complete program in 1½ times designated program length.
** Graduation rate reflects cohort graduation rate (% of students from original cohort completing in the designated year)
*** Left before completing the program; did not finish.

PROGRAM INFORMATION - Cypress College

Year	Total enrolled	# of New Students	# of Grads	Timely Grad*	Graduation rate	Did not finish**	Overall % Employed	Employed in FS
2021	152	23	39	29/39	59%	28	90%	87%
2020	153	69	26	20/26	38%	17	77%	81%
2019	123	47	26	23/26	55%	16	85%	77%

* Timely graduation = complete program in 1½ times designated program length.
** Graduation rate reflects cohort graduation rate (% of students from original cohort completing in the designated year)
** Left before completing the program; did not finish.

Strong Workforce Projects

8. What projects have been completed, and what was the cost at the end of each academic year?

   Answer: A list of projects can be found at the link below which shows which projects are in the NOVA system, which is used for reporting. If you have a specific question, I can provide more context.

   Link: https://docs.google.com/spreadsheets/d/1Tw9zdPYXWJZzP1NznDBf-wO_J_kG6hN5UxG29OXpEdw/edit#gid=2130247410

9. Has the project been approved by PBC and now funded through fund 1?

Answer: We are in the process of revising the approval process for Strong Workforce requests to provide better transparency and accountability to the college community through the participatory governance model, including but not limited to PBC. Once the process is refined, we will bring it to PBC and other appropriate bodies.

10. Is there is a list of projects that are no longer funded by SWF and the cost of each project?

    Answer: Please refer to the table in the link provided for question eight.

11. For each of the last three academic years, which existing college programs are being funded by SWF? Include the dollar amount and what the funds were used for.

    Answer: Please refer to the table in the link provided for question eight.

12. Can you tell us the status of the teacher pipeline project? It was one of the first projects and was close to completion.

    Answer: During COVID, the shift was made to support the needs of the ECE. 366 practicum as an integral part of the teacher pipeline process. As childcare centers were closed, we relied on the expertise and creativity of Professor Hall and her colleagues to come up with an entirely new and unique way of making sure that practicum students would be able to complete their practicum hours. Strong Workforce supported hiring and paying Professional Experts to support the students in place of the Mentor Teachers they would ordinarily have been working within the childcare centers.

Dual Enrollment

13. How much SWF funding has supported dual enrollment in the last three years? Be specific about how much money was used, at which schools, and what the money was used for.

    Answer: Dual enrollment has a current budget for career education books of $10,000 which will be rented out. Additionally, career education dual enrollment is an allowable expense for SW funds. Last, the Director of Dual Enrollment can provide a detailed breakdown of all grants that have been used to support the Dual Enrollment program.

Strong Workforce Collaboration

14. What is the process for faculty to apply for SWF?

    Answer: We are currently revising the Strong Workforce request process. The Tri-Chair (Director of Workforce, Dean, and CTE Liaison) met on 10/25 to begin the revision of the request process. Meetings will occur a minimum of once a month and also as needed to

review and rank requests and discuss ideas and ongoing projects. Minutes will be available on the Strong Workforce website.

We are shifting to a ranking process instead of a 'yes' or 'no' process to take maximum advantage of available funds in any particular funding year. This allows us to respond nimbly to changing situations and expenditures and will help to increase transparency on how funds are being allocated based on Strong Workforce requirements and College EMP (Educational Master Plan) goals.

Once this process has been refined, we will return to Academic Senate, PBC, and other appropriate participatory governance bodies to make sure the process is well communicated and transparent going forward.

Link: - (Will be replaced with an updated form.)

https://surveys.smccd.edu/TakeSurveyPage.aspx?s=82cd1459b5ea4e63b79805e5ba9582d7&tsid=60227651724a40baa1d0138160d0dc48&c=en-US

15. When and where are tri-chair meetings held, and how frequently?

   Answer: The tri-chair meetings happen via zoom and will be held at least monthly. From now, the CTE liaison will take notes and update Academic Senate on a monthly basis, as well as updating the Strong Workforce webpage. The current CTE liaison has been approved by the Academic Senate through the end of the school year.

16. What is the appeals process, and where can information about how to appeal be found?

   Answer: We are no longer using "Yes", "No" and is now a ranking system to utilize all available funds in the most timely manner according to grant guidelines and college goals.

17. Where can faculty and staff find the latest tri-chair meeting minutes?

   Answer: The most recent meeting was on 10/25, and the minutes for the meeting will be posted to the website as part of the website revision in the immediate future.

18. Describe the difference between the SWF request process at CSM, Skyline, and Cañada College.

   Answer: I do not oversee the processes at CSM and Skyline college, so I cannot answer this process in detail. At a high level, both colleges require applications to be submitted, and there is a review process.

Workforce Outreach & Learning

19. Community colleges are tasked to align and coordinate with Workforce Development Boards and economic development groups. What progress has been made for Cañada College?

Answer: I attend the ACELL meetings every two weeks, SAMCEDA every two weeks, work with NOVA works on a regular bases, and we have Cañada College at Menlo Park, which allows us to work closely with Job Train.

20. How many conferences have been funded by SWF each year? Who attended those conferences, and what was the result of the conference (i.e. a new project, etc.)?

Answer: Over the years, the VPI, Dean, and Director of Workforce Development have attended the CCCAO conferences and other workforce conferences in the state. The result is the college stays compliant with the SW funds and learns about new grants to apply for like the apprenticeship grants.

Apprenticeships

21. How much, if any, SWF funding has been spent on apprenticeships? And if so, what apprenticeship programs? How many students have been placed in jobs?

Answer: We used the SW funds to create a not-for-credit Unity Developer class aligned with Unity's certification standards over the summer. This pilot class was designed to align our for-credit offerings and the apprenticeship. The college is just now started apprenticeships in the past three months. As of now, no students have completed the program, and no SW funding has been spent on these programs. These programs will be supported through the new apprentice grants the college was awarded. We have several employers who are ready to take XR Developer apprentices starting in the Spring of 2023 semester.