



Cooperative Education

Program Review - Mid-Cycle

CAN Mid-Cycle Program Review

1. Describe any changes or updates that have occurred since you last submitted program review. If there haven't been any changes or updates since your last program review, enter N/A.

Since the last program review, COOP:

- Has updated its online course. COOP continues to host two online orientations a semester, all assignments are posted online and students are contacted via Canvas, email and/or phone. Students continue to submit learning objectives and timesheets, but COOP also requires students to participate in two professional development activities of their choice related to their career goal. These activities can be trainings provided by their employer, Canada College events/workshops and/or external conferences and workshops. The goal of this assignment is to allow students the opportunity to build their employability skills and/or network
- Lost its FT faculty and now is being served by one enthusiastic adjunct.

2. Provide a summary of the progress you have made on the goals identified in your last program review.

Goal: Participate in the active job placement plan of assisting students when seeking internships and jobs.

- This goal is in progress. Currently, COOP:
 - o Shares employer leads with Canada College Career Center for internships and job placement activities.
 - o Investigating ways to embed COOP in Canada College registered apprenticeship programs as related supplemental instruction.
 - o COOP is supporting the Canada College "Reimagine how we support students' accessing career opportunities" work group. The goal of this group is to help create more opportunities for career access and advancement for Canada College students.

Looking Ahead

3. If your goals are changing, use this space to provide rationale, or background information, for any new goals and resource requests that you'll be submitting that were not included in your last program review. Consider things such as curriculum changes, employment trends, equity needs, equipment needs, future staffing and faculty needs, etc.

COOP will be making revisions which were proposed by the Chancellor's Office in partnership with the California Community Colleges Curriculum Committee (5C) to align work experience education to modern practice, and to expand work experience opportunities for students beyond Career Technical Education (CTE) programs. The updated work experience education regulations will advance diversity, equity, inclusion, and accessibility within the system by integrating high-quality work experience opportunities as a part of the learning process for an expanded range of instructional programs. In addition, the updated regulations allow for student educational and occupational goals, including developing career awareness, learning industry culture, and developing professional networks in career fields.

Work experience regulations were filed with the California Secretary of State on July 27, 2023, and became effective thirty days later, on August 26, 2023. Under the Board of Governors' regulations, districts have one hundred and eighty (180) days from the effective date, or until February 22, 2024, to conform their policies and procedures to the regulatory requirements. (See 5 Cal. Code Regs. § 52010.) .

COOP is currently working with the SMCCCD, Community College League of California and the California Internship and Work Experience Association to update district policies to align with CCCCO regulatory requirements prior to the 2/22/24 deadline.

Menlo Park - Resource Request

If your program is requesting resources, please go to “STEP 2: Resource Request (OPTIONAL)” and submit your specific requests there.

Supporting Information

General Supporting Documents

[2023-08-29-work-experience-revisions-memo.pdf](#)