

CURRICULUM & INSTRUCTIONAL ADMINISTRATION:

The program(s) and/or course(s) has/have been approved by the curriculum committee and instructional administration, and satisfy all applicable requirements of the California Code of Regulations, Title 5.

Date _____ Name _____ Signature, _____
 _____ Title of College Administrator

Date _____ Name _____ Signature, _____
 _____ Title of College Administrator

Date _____ Name _____ Signature, _____
 _____ Title of College Administrator

DISTRICT (check one):

On _____ (date), the governing board of the _____ District approved the program and/or course proposal(s) attached to this request.

The governing board has delegated to me the authority to approve program and/or course proposal(s), and I have approved the proposal(s) attached to this request.

Date _____ Name _____ Signature, Superintendent/Chancellor

CAREER TECHNICAL EDUCATION (CTE) PROGRAMS ONLY:

Program Titles: Business Information Worker I & II, Certificate of Achievement

College: Bay Area Community College Consortium – REGION WIDE ENDORSEMENT

The program(s) fulfill(s) the requirements of employers in the occupation, provide students with appropriate occupational competencies, and meet any relevant professional or licensing standards.

12/23/16 _____ Rock Pfotenhauer _____
 Date _____ Name _____ Signature, _____
 _____ Regional Consortium Chair



December 23, 2016

To Whom It May Concern at the CA Community College Chancellors Office,

This letter is to confirm Bay Area Community College Consortium (BACCC) endorsement on Thursday, December 15, 2016, of a **REGION WIDE, Business Information Worker I & II, Certificate of Achievement**. This was approved with the understanding that any college in the region could offer the BIW I & II Certificates without individually requesting regional endorsement. This because even if all 28 colleges in the Bay Region offered the certificate, there would still be a gap in labor market supply.

BACCC handles program endorsements on-line, only bringing program endorsements to meetings/calls if any Dean votes not to endorse, thereby requesting discussion.

All CTE Dean's who voted on this region-wide request, voted to endorse, hence you will not find minutes on the December 15th agenda related to this endorsement other than a note that the Program Endorsement Consent Agenda was approved.

Roughly 48 participants joined the December 15th call, representing 15 colleges.

I would be happy to answer any additional questions you may have.

Sincerely,

A handwritten signature in black ink that reads "Kit O'Doherty".

Kit O'Doherty
Director, Bay Area Community College Consortium
Hosted @ Cabrillo
kitodoherty@gmail.com
(650) 560-9798



BACCC Call
Thursday, December 15, 2016
9:30-10:45AM
Piloting Use of Zoom
[Zoom Link](#)

AGENDA

Useful Links:

- [Doing What Matters webpage devoted to the Strong Workforce Program](#)
- [Strong Workforce Program pg at baccc.net](#)
- [Strong Workforce Program Allocations](#) (outlines both 60% Local Share and 40% Regional Share Allocations - also posted at link above - [baccc.net](#))

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|------|---|
| 9:30 | Welcome / Time to Acclimate to Zoom <ul style="list-style-type: none">• Please announce yourself through the Zoom Chat Box• Name, Title, Affiliation• Play around with Zoom |
| 9:45 | Call Objectives <ul style="list-style-type: none">• Discuss the Strong Workforce Program using the shared screen feature of Zoom to alert everyone to where to find SWP related information on both the BACCC and CO websites• Devote as much time as needed to answering questions related to and discussing rollout of the SWP• Remind everyone about this Regional Joint Ventures Index clarifying its purpose and role in the Regional Planning process and beyond - inviting feedback as to how the tool is working• Provide feedback on possible uses of the 40% Regional Share set aside (~\$1M)• Enlist the help of BACCC College reps in encouraging your college leadership to attend the 1/12/17 CTE Leadership Group meeting• Conduct a CCCAOE report• Leave with clear next steps |
| | Program Endorsements <ol style="list-style-type: none">1. Consent Agenda - (see pg 3) - Approved2. Requests for Discussion (None)3. Reminder to populate: Programs Under Development <p>NOTE: The Chancellor's Office is no longer accepting conversions of low unit certificates to Certificates of Achievement. Colleges are required to submit 12-18 unit Certificates as either Substantial Changes to an Existing Approved Credit Program or a New Credit Program. Please see processes below accordingly.</p> <p>Next Deadline: Friday, December 30, 2016</p> |

| | |
|-------|--|
| 9:50 | <p>Strong Workforce Program - BACCC Regional Share Strategy</p> <ul style="list-style-type: none"> • 60% Local Share • 40% Regional Share <ul style="list-style-type: none"> ◦ Accessing website <ul style="list-style-type: none"> ▪ 40% Regional Share Account Registration Page <ul style="list-style-type: none"> • Use above website to create user account • Forward to anybody that needs access ▪ 40% Regional Share Platform for entry of applications ▪ Need help? Email help@baccc.net • Would a convening on help with the 60 and 40% applications, face-to-face, laptops in hand, be realistic and useful?! “Planning Jams” <ul style="list-style-type: none"> ◦ IF so, dates that might work? ◦ Could we pull this off on Jan 12 2:30-5 on? ◦ Should be room for feedback ◦ Possible to do in subregions? • Q&A / Discussion |
| 10:10 | <p>Regional Joint Ventures Index</p> |
| 10:20 | <p>Thoughts on best use of the ~\$1M 40% Regional Share Set Aside? Current thinking...</p> <ul style="list-style-type: none"> • Select 1-2 ideas that have been coming up across the region for some time <ul style="list-style-type: none"> ◦ EXAMPLE: CTE Faculty Recruitment and Professional Development ◦ Use portion of the \$1M to fund leadership/coordination? • Consider funding top 3 RJV's (most interest) that DO NOT currently have a leadership mechanism, use portion of the \$1M to fund that leadership? • CTE Teachers: help to instructional aides to get their Associate or teacher development seminars (MM) • OTHER??!! • Ultimate authority to determine lies with colleges / vote as needed |
| 10:35 | <p>January 12, 2017 - CTE Leadership Group Meeting</p> <p>Thursday, January 12, 2017 10AM-2PM (breakfast available at 9:30AM, meeting starts at 10AM) Alameda County Training & Education Center 125 12th Street, Suite 400, Oakland CA 94607 Hayward-Union City Room Map & Driving Directions, 4 min. walk from the Lake Merritt BART Station Parking Information Forthcoming Agenda Forthcoming Lunch Provided</p> <p>If you plan on attending, please RSVP by populating this link: 1/12/17 RSVP</p> |
| 10:40 | <p>CCCAOE Report - as applicable</p> <ul style="list-style-type: none"> • CCCAOE - Eva Denise Jennings, EJennings@4cd.edu • Conference is in MAY 10-12, 2017 not March!!! |
| | <p>Quick Feedback: Zoom or CCC Confer for next call? Zoom!</p> |
| 10:45 | <p>ADJOURN</p> |

Requests for Program Endorsement

BACCC - Business Information Worker I & II Certificates of Achievement. Contacts: Rock Pfotenhauer, BACCC Chair, rock@baccc.net, (831) 479-6482 or Kit O'Doherty, BACCC Director, kitodoherty@gmail.com, (650) 560-9798.

- [Business Information Worker I & II, Certificates of Achievement](#)

De Anza College - Contact: Mike Appio, Dept. Head, appiomike@deanza.edu, 408-864-8283.

- [Quality Control Technician, Certificate of Achievement](#)

Diablo Valley College - **SUBSTANTIAL CHANGES TO EXISTING APPROVED CREDIT PROGRAMS.** The college Early Childhood Education department has offered this curriculum as a locally-approved certificate of accomplishment for many years, and it is the entry point for many students. Based on recommendation of the Advisory Committee, the department proposes to convert this local certificate to a state approved certificate, so that students can transcript this award, which will improve their competitiveness in the workplace. Contact: Kim Schenk, Sr. Dean, Curriculum, kschenk@dvc.edu, 925-969-2036

- [Early Childhood Education: Associate Teacher, Certificate of Achievement](#)

West Valley College - Contact: Brad Weisberg, Dean, Career Programs, bradley.weisberg@westvalley.edu, 408-741-4089

- [Coaching, Certificate of Achievement](#)

Monterey Peninsula College - **SUBSTANTIAL CHANGES TO EXISTING APPROVED CREDIT PROGRAMS.** Contact: Molly Jansen, Department Chair/Instructor, mjansen@mpc.edu , 831-646- 4123.

- [Food & Beverage Management, A.S. Degree](#)
- [Hospitality Operations Management, A.S. Degree & Certificate of Achievement](#)
- [Sustainable Hospitality Management, A.S. Degree](#)