

**Worker Retraining Advisory Committee**

**Meeting Minutes**

**Tuesday 29th November 2016 \* 11.30-1.30pm**

**CTC 335**

**Members Present**: Kimberly Pincheira, CREDC; Michelle Thor, Columbia Credit Union; Scott Bailey, ESD; Travis Elmore, WA State Nurses Association; Julie Miller, WorkSource,

**Members Absent**: Chelsea Chunn, Workforce Southwest Washington (WSW); Darcy Altizer, SWCA; Mark Maggiora, Americans Building Community;

**Clark College**:Cathy Sherick, Assoc. Director Instructional Planning & Innovation; Rachele Bakic, Associate Dean of Instructional Operations; Tim Cook, Vice President of Instruction; Genevieve Howard, Dean of WPTE unit; Rebecca Kleiva, Financial Aid; Armetta Burney, Financial Aid; Teri Kaufman, Registration; François Wevers, ECD; Nichola Farron, Secretary Senior – Advisory Committees

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As the Committee Chair was unable to attend, and prior to the election of a new vice-chair, committee member Michelle Thor called the meeting to order at 11.40am and introductions were made.

Minutes of the Previous Meeting

The minutes of August 8th 2016 were presented.

*Julie made a motion to approve the minutes as written, this was seconded by Scott and unanimously approved.*

Next Meeting Date

The Committee discussed the other Departments that they would like to visit as part of their recent initiative to investigate more about the programs covered in the Worker Retraining program mix.

It was decided that the next meeting will include a visit to the CCW facility to learn more about the Phlebotomy program. Nichola will work to arrange this.

The next meeting will be held on Tuesday 14th March at 11.30am

In addition, a sub-committee focused on the program mix will be formed to include Julie, Mark and Scott.

Office of Instruction Updates

Cathy Sherick made the following announcements:

The theme “Transformation” is being used to describe two large intersecting initiatives. One is the Academic Plan, which will guide Clark’s programs and student services over the next five years. The first goal of the plan is to implement Guided Pathways, the second large initiative.

All Washington State community colleges will implement Guided Pathways. This is aligning schedules and building program *pathways* that have clearer more defined structures, saving students time and money getting to graduation. Training for advisory members on Guided Pathways will be on March 24.

Specific *transformations* that advisory members will see this year include a *r*edesign of the meeting agenda format. This provides faculty and committees with a connection to the academic plan and will streamline the meeting while including committee work plan activities. The committee composition will now include students and Clark Alumnae. Students will be able to earn a small stipend and a letter of recommendation for their attendance and participation. Piloted this year, we hope that students will be a regular and vital presence on every committee in the future.

Transforming the role of committee members, from just meeting attendees to being a part of our learning community. Not just trainings, the series of Business and Community Learning events on campus are set up to be quick and friendly ‘lunch and learn’ opportunities. FREE and open to the public, the workshops will be scheduled from 11:30 a.m. to 1:30 p.m., and held in the Gaiser Student Center, allowing people to attend on their lunch hour. Food is available in the carts on campus, and guests are welcome to bring their brown bag. Additional information to follow in emails.

* Friday December 9th Advocacy
* Friday February 24th Millennials in the Workforce
* Friday March 24th Pathways
* Friday May 19th The Power of Completion

An evening event will be planned in the Spring to thank our advisory committee members for their time and expertise. Look for information during winter term.

A complete computer systems upgrade to campus registration, human resources and finance systems. The ‘go-live’ date for will be January 30. It will not impact the advisory committees, but it will impact campus business so there will be a moratorium on advisory meetings from mid-January to mid-February.

The new Bachelor of Applied Science in Applied Management (BASAM) is accepting students beginning winter term 2017. For additional information go to: <http://www.clark.edu/academics/programs/bus/basam/index.php>

The committee discussed the upcoming training events: Scott and Travis spoke to the importance of student completion.

In addition, Julie highlighted how students and job candidates are not always aware of how to self-advocate, and often need guidance as to how to deal with employers. The committee agreed this was an essential skill, especially in terms of wage negotiation etc.

Review of Program Mix

The committee looked at the program mix agreed upon at previous meetings as a reminder of content and allocation.

Scott Bailey – Presentation: 2016 Western Washington Economic Symposium

Scott Bailey reviewed his recent presentation given at the Economic Symposium with a focus on Western Washington.

Key Points

* In a comparison of employment growth across the country in the last 12 months, OR is number 1 with WA at number 2: the two states have consistently remained in the top 5. Scott referred to a ‘bubble’ in the Pacific NW in terms of job creation
* There has been a 5-year recovery period following the most recent recession
* As a state, WA tracked the nation closely in terms of recovery: this escalated following Boeing’s recovery. Whilst Boeing has since retrenched and had job layoffs, in the interim other industries have improved.
* Scott outlined that 120,000 jobs are needed nationally to keep up with population growth: employment rates are still roughly 4% below the 2009 level.
* Scott then provided an analysis of WA counties: there remains an affordable housing crisis, with some having to allocate up to 70% of wages towards rent.
* Local industries were also explored: whilst lumber remains strong, the committee discussed the decline in the need for laborers as automation technology advances.
* Clark County was noted as consistently having the highest job growth. In addition, the county has seen an influx of higher level upper end management and professional jobs, for example at PeaceHealth, Banfield Animal Hospitals etc. As Clark county was previously regarded as ‘blue collar’ this represents a shift in the labor landscape.
* The development of the Waterfront area will represent an opportunity for employment and economic growth: the building of the new Casino will also result in 1000 extra jobs.

Updates

Kimberly spoke about the work being undertaken by CREDC to update their strategic development plan. This will form a basis to be adopted for economic development plans. The expectation is that advanced manufacturing will be featured prominently. Kimberly will continue to report on developments at upcoming committee meetings.

Rebecca updated that the College is on track in terms of the number of FTEs for Worker Retraining. With recent closures in the iron and steel industries, there have been more potential students enquiring about retraining opportunities.

Vice Chair Election

*Julie volunteered for the role of Committee Vice Chair. She was formally nominated by Travis; this was seconded by Scott and unanimously approved.*

Recruitment

The committee discussed options for recruitment. Cathy will connect with the various recommendations and asked the committee to continue to keep recruitment a priority.

The meeting adjourned at 12.42. The committee then took a tour of the Mechatronics department and met with Department Head Chris Lewis who outlined the program and course content.

Prepared by Nichola Farron