



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

Career Education & Workforce Development Department

COOPERATIVE WORK EXPERIENCE PROCESS COMMITTEE

Thursday, July 22, 2021

11:00 a.m. to 12:30 p.m.

Topic	Details	Lead(s)	Approx. Time
Welcome	<ul style="list-style-type: none"> • Introductions • Review of Agenda 	All	5 min.
Online Processes	<ul style="list-style-type: none"> • Mesa College Presentation of their fully online work experience paperwork system • Discussion 	Shawn Fawcett All	10 min. 15 min.
Sexual Harassment Prevention Training	<ul style="list-style-type: none"> • General Check-in <ul style="list-style-type: none"> ○ Process ○ Emails ○ Reports – instructions pending updates • Training • Roles 	All	10 min
Districtwide Forms & Handbooks	<ul style="list-style-type: none"> • General Check in – any updates needed? <ul style="list-style-type: none"> ○ Faculty Handbook <ul style="list-style-type: none"> ▪ reference about faculty web services – still active? ○ Student Handbook ○ Required Forms ○ Employer Resources ○ Orientation Video ○ Website 	S. Villareal	10 min.
COVID-19	<ul style="list-style-type: none"> • Campus Solution access needed? • Vaccinations – requirement removed from Work Experience Courses • COVID-19 Emergency Guidance - remain in effect until further notice (Per VC Lowe within the Chancellor's office: "All executive orders currently remain in effect. The state of emergency will officially come to an end sometime this fall (we are waiting to hear from the Governor's office on that)." 	A. Perman	5 min.
Title 5	<ul style="list-style-type: none"> • Title 5 Changes & Timing; <i>see email from A. Perman 7/8/2021 @ 10:28am for full details</i> <ul style="list-style-type: none"> ○ Rename to Work Experience Education (drop cooperative) ○ Allowance of noncredit work experience ○ Expansion of site visit options under local control ○ Set uniform hour expectations for consistency at 60 hours / unit (credit and 60 hours / enrollment (noncredit) 	A. Perman	10 min

	<ul style="list-style-type: none"> District plan - no updates being submitted for this year 		
Reminders	<ul style="list-style-type: none"> Deadlines for unpaid forms WE enrollment review 	S. Villareal	10 min
Associations	<ul style="list-style-type: none"> CCCAOE - The 2021 in-person Conference September 29 – October 1, 2021. Register and get full access to the Virtual Conference on October 12-14 and October 19-21. CEIA - 59th Annual Conference, April 3-5 2022, Alexandria, Virginia CIWEA – Spring 2022, San Diego, CA 	S. Villareal	5 min.
Close	<ul style="list-style-type: none"> Future agenda topics Round Table Scheduling Recap of next steps 	All A. Perman	10 min