



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

*Career Education & Workforce Development a Department of
Instructional Services Division*

WORK EXPERIENCE MEETING

Thursday, January 10, 2019

1pm – 2:30pm

Miramar College Library Learning Resource Center (LLRC), Room L-108

Topic	Details	Name
Welcome	Review of Agenda and Materials	A. Perman
Reminders	Overview of FA18 Updates Electronic Forms Spring 2019 Goals	A. Perman
Policies and Practices	Incompletes / Unpaid Incompletes Sexual Harassment Requirements and Relevancy Volunteer Forms (process clarification) Orientations Trainings – invite/share dates	A. Perman/S. Villareal
District Plan	Review Revised Plan Timeline	All
Student Handbook	Review Revised Student Handbook Discuss distribution and use	All
Discipline Updates	Status update from 10/16 Discipline meeting outcomes	M. Romero
Admin Procedure	Review template for required Work Experience AP	A. Perman
Close	Recap of next steps and action items Scheduling	A. Perman

Developing Strategies, Making a Difference

Alignment | Communication | Compliance | Quality Innovation | Knowledge | Collaboration

Meeting Materials

- District Plan – 1-9-19 Draft
- Student Handbook – 12/19/18 Draft
- Instructor Handbook – current published version
with forms – current published versions
- Website (screen shot) – current active page