

## Workforce Development Advisory Committee Update – 2/16/17

### Olympic College Enrollment Update:

See additional handout

### Workforce Development and Basic Studies

#### Basic Studies

The High School 21+ Diploma program continues to grow. The new I-BEST Faculty Coordinator, Dr. Mirelle Cohen, is working to expand I-BEST participation from the Manufacturing and Nursing Assistant programs into Human Services as well.

#### Basic Food Employment & Training

BFET funds were completely expended in Winter quarter for the program. A request has been submitted for an additional \$90,000 to be able to serve students through Fall quarter 2017. Approval pending.

#### Career Center

- *Veterans Career Planning—3/9*: Learn how we can help you reach your career goals. This will be one-on-one time for resume and interviewing assistance with an Olympic College Career Center professional.
- *Speed Coaching - Just Stop By! TBD, check the Career Center webpage*: Ten minutes with a Career Specialist. Learn how to jump start your resume, practice your job interview skills, and learn more about services offered by the Career Center.
- *Career Planning—present to 3/17 by appointment*: A Career Specialist will be available to assist students with: developing an employment plan, resumes, interviewing skills and exploring internship opportunities.
- *Fashion Marketing Employer Panel—4/12*: A discussion with employers about recruitment, interviewing, industry trends and more.
- *Olympic College Job Fair 2017 – 5/3*: Bring your resume and job seeking skills. Don't forget to dress for success. Open to the public. Free admission and parking!
- *Women in Welding Workshop—3/4*: Women are invited to learn new skills in welding, create a welded rose, and learn about employment in a high demand career.
- *Women in Composites – Date TBD*: Women will complete a project utilizing basic Composites manufacturing skills and participate in a panel discussion with women in the industry.

#### Career & Technical Teacher Certification Program

The Career & Technical Teacher Certification program now hosts an unduplicated headcount total of 125 teacher candidates participating. Program staff are holding conversations now to bring the program to

Central Kitsap by Spring quarter. The number of completers stands at nine. Overall attendance shows a 15% growth since Fall 2016. The Intro to CTE Teacher Certification class held Winter quarter had ten attendees. This is an increase of over 100% since Fall 2016.

## **Tech Prep**

On February 28, Olympic College will open its Bremerton campus to approximately 200 seniors, career counselors, and staff members from the local high schools throughout Kitsap and Mason counties. The event, called the "Transition Tour", will allow high school seniors the chance to experience life as a college student, explore potential programs of interest, and gain valuable employment information from local employers.

Each student will have the opportunity to select and visit two Professional-Technical programs, as well as meet with local employers to hear tips on writing resumes, interviewing, and acquiring required skills for employment, and to learn how to prepare themselves for entering the workforce. In addition, the seniors will tour the campus, with current OC students as tour guides, have lunch on campus, and participate in a scavenger hunt of the Student Services departments with a chance to win prizes of OC merchandise.

This year's "It's Your Future" insert with Sound Publishing will be distributed on February 24<sup>th</sup>. This year WFD/BS staff placed five different articles in the insert highlighting professional-technical programs. A substantial increase in advertising was undertaken and a total of fifteen ads were placed in the publication highlighting both WFD funding options and nearly all of OC's Professional-Technical programs.

Field trips are still being scheduled for the remainder of the 2016-17 school year for Kitsap and Mason County high schools to visit our Electronics, Composites, Machining and Technical Design programs. Tech Prep will continue to partner with Worker Retraining to ensure that all of the districts are offered the opportunity to participate.

Olympic College Electronics and Machining faculty continue their reciprocal visits to the high schools to promote their professional-technical programs as well as the opportunities provided by Tech Prep to earn college credit.

## **Outreach**

Workforce Development and Basic Studies staff continues to publicize funding available to qualified prospective and continuing students for tuition, fees, books, and childcare. Through these grant-based programs coordinated by the staff of Worker Retraining, WorkFirst, Basic Food and Education Training (BFET), overall FTEs and headcount enrollments continue to increase significantly.

Outreach included advertisements in *The VIEW*, *Kitsap Sun/USA Today* online news outlets, *NW Navy Life*, BKAT, Mentor highway readerboards, internal digital TV screens, readerboards, updated posters and flyers.

Reservations have been made for an additional booth at the Kitsap County Fair to highlight Professional-Technical programs. Programs will be able to showcase student and club projects like the Mini-Baja buggy, the Electronics/ASOC radio station broadcasting, Unmanned Aerial Vehicle schematics and mock-

ups, specialized food from the Culinary program, makeovers from the Cosmetology and Fashion Marketing students and more.

The soft launch for the *Career Pathways* project is nearly completed and preparations for the hard launch next month are underway. The application--sponsored by SBCTC--was designed to help students identify professional/technical programs leading to employment. A separate *VIE25 Career Pathways* section helps veterans and service members identify certificates that can be completed in six months or less and lead to employment opportunities.

Start Next Quarter is still under construction. Demo and launch scheduled for Spring 2017.

Additional professional-technical advising will be funded by Worker Retraining to cover the busiest periods for summer and fall quarter advising if needed.

WFD/BS staff is attending the Bremerton Chamber of Commerce 2017 Business Expo 2/16/17. Attendance is expected to be 500+.

WFD/BS staff will be participating in and partially sponsoring the next Professional-Technical program expo (formerly called PokePalooza) on Tuesday, May 23<sup>rd</sup>, 2017. "EXPO—Career and Technical Programs, Where Opportunity Meets Innovation" will partner many areas of the college to attract potential students. The event will highlight professional-technical programs, provide faculty and employer access, feature student and club projects (such as the Mini-Baja Buggy, a Fashion Show and more), as well as what Student Services are available at the college.

The "Comeback" call campaign continues to bring increased enrollments for the college. Results:

- Since the start of the "Come Back" campaigns for winter quarter a total of 469 FTEs were added to the Workforce Development & Basic Studies FTEs (see below for enrollments to date.) Late starting classes may provide additional FTEs.
- Winter 2017 quarter enrollments through January 11, 2017 show Worker Retraining and BFET departments exceeding winter 2016 quarter totals.
- ABE/ESL/GED/HS21+ and WorkFirst referrals and enrollment will continue through much of winter quarter; it is expected that numbers for those departments and all of Workforce Development & Basic Studies will meet or exceed last year.
- These enrollments scenarios bode well for state funding for these student-centered initiatives.

### **Worker Retraining**

Worker Retraining funds allocated for tuition, books and supplies were expended in Winter quarter. An additional \$54,352 was awarded by SBCTC to Olympic College to fund tuition, books and supplies for students through Spring and Summer quarters.

In an effort to better serve students and minimize the stress students frequently experience by entering college, Worker Retraining staff, along with BFET and WorkFirst, will be moving their offices to the second floor, Humanities and Student Services building. The move should be completed by the beginning of Spring quarter.

Worker Retraining funding for a MS Office Suite instructor at WorkSource continues. WorkSource and Olympic College staff welcomed Marwan Cameron as the new instructor starting this last month.

Worker Retraining staff continue to urge employers to partner with OC to “stretch their training budgets” by funding their eligible full-time workers in career and skill advancement classes as part-time students. Print and online ads continue to support the campaign. The most current employer outreach is attendance at the Bremerton Chamber of Commerce 2017 Business Expo at the Kitsap County Fairgrounds.

Worker Retraining staff continue to conduct quarterly check-ins with current students to ensure retention by providing counseling on available resources for students who may be struggling in the college experience. Quarterly check-ins are complemented by efforts to aid students in completion through our Mark Your Milestones program, providing funding for certificate and degree applications. Employment preparation activities will be provided by partnering within and outside the college to provide our students with job-seeking resources as well as pre-employment skills. Quarterly check-ins help us to better target which of our students need specific resources as they progress through their programs.

Content continues to be developed for the new mobile monitors, sandwich boards and flip stands to be distributed throughout the college. When completed (in an effort to build our pipeline of prospective students from the high schools), the electronic loops featured on our mobile monitors will be copied and shared with the local high schools for use on their internal closed-loop monitor systems and by the Career Counselors.

### **New Program Development**

- Olympic College received approval by the SBCTC for a Bachelor’s in Applied Science in Digital Filmmaking. Regional accreditation approval pending.
- OC received approval from the SBCTC for an updated 38-credit Certificate of Completion for Retail Management. The update was based on recommendations from an employer forum conducted by the Wester Association of Food Chains, one of the largest industry associations. The association includes independent grocery stores. Town and County Markets expressed interest in having some of their employees, who were selected as emerging leaders, participate as well. These employees are eligible to receive a \$500/quarter scholarship from the Washington Food Industry Association which will cover nearly all of their tuition and fees if students take one course/quarter.
- Human Services is seeking approval for a 20 credit certificate for practicing health professionals to add Chemical Dependency Professional to their certifications. Internal approvals have been given and the certificate will be submitted to SBCTC this week.
- Internal approvals were also granted to the Machining program to add MANU 130 (Machine Tools & Precision Measurement) to the 12 credit Certificate of Recognition for Manufacturing Technology – CNC. This will bring the certificate to 18 credits total. Notification to SBCTC will be this week.
- Organizational Leadership and Resource Management faculty are working on completely redesigning their certificates to be 100% stackable and fit within the new Guided Pathways focus for the college. Internal approval is pending.

- CIS Faculty are preparing to design an inter-disciplinary certificate in Social Media. Local economic research shows that within the Kitsap/Mason County area, most employers have added these duties into an existing job description. Faculty will research how the certificate might provide a pathway to a four-year baccalaureate in the academic fields most required for full-time Social Media job descriptions.

Reverse Transfer agreements are being prepared for signatures with several four-year institutions. An agreement with Old Dominion University has already been finalized.

Reverse transfer is the process whereby academic credits for applicable coursework at a four-year institution are transferred back to Olympic College (OC) for the purpose of attaining an Associate's Degree. Reverse transfer agreements between OC and four-year institutions complement existing institutional transfer practices. Reverse transfer agreements provide significant benefits to both the individual student and the institutions involved in reverse transfer agreements and can strengthen institutional partnerships in relation to all types of academic transfers.

- Students earn a recognized credential which has significance to employers as documentation of skills acquired and often is a skill separate from their baccalaureate degree.
- Provides students with a necessary credential should they need to leave school before completion of their four-year degree or for employment while completing the degree.
- Students achieve a milestone before completion of their baccalaureate degree that encourages successful completion of the baccalaureate.
- May be of benefit to minority and economically disadvantaged students.
- OC benefits through student achievement credit for a program which can positively impact annual funding.

### **WorkFirst**

WorkFirst welcomed another new staff member, Program Coordinator Desiree Rainwater. Interviews are underway for a new part-time WorkFirst Work Study Program Specialist. Additionally, Parenting classes will be added as a new offering for program participant's break activities starting Spring quarter.