

**Los Angeles Regional Consortium
Program Recommendation Minutes**

June 16, 2022
8:30 – 10:00 a.m.

Zoom Meeting
<https://pasadena-edu.zoom.us/j/99493008099>

Voting Members Present:

- Nick Real, Cerritos College
- Kimberly Mathews, Citrus College
- Lynell Wiggins (alternate), Compton College
- Virginia Rapp, El Camino College
- Freddy Saucedo, Glendale Community College
- Daniel Wanner (alternate), LA City College
- Mercy Yanez, LA Harbor College
- Marla Uliana, LA Mission College
- Mon Khat, LA Pierce College
- Laura Perez, LA Southwest College
- Marcia Wilson, LA Trade-Tech College
- Jennifer Galbraith, Mt. SAC
- Armine Derdarian, Pasadena City College
- Mike Slavich, Rio Hondo College
- Patricia Ramos, Santa Monica College
- Tiffany Miller, West LA College

I. Call to Order

The Los Angeles Regional Consortium (LARC) Workforce Council Business Meeting was called to order at 8:34 a.m. by Dr. Narineh Makijan, Los Angeles Regional Consortium (LARC) Chair & AVP, Pasadena City College.

II. LA Workforce Council Roll Call

The roll call was completed by Grace Rakow, Administrative Assistant, LARC, Pasadena City College. They confirmed that a quorum of participating members was present.

III. Approval of Previous Month's Minutes

- a. Minutes from the May 19, 2022, LARC Meeting

Motion: Marcia Wilson, LA Trade-Tech College

Second: Mon Khat, LA Pierce College

Approved: ☒ Yes ☐ No

No abstentions.

IV. Informational Items.....Dr. Narineh Makijan

- a. Program Data Requests

- i. Request to add [Commercial Dance \(Certificate\)](#), Santa Monica College, to the Program Recommendation section..... Dr. Tricia Ramos

Santa Monica College

Motion: Marcia Wilson, LA Trade-Tech College

Second: Mike Slavich, Rio Hondo College

Approved: ☒ Yes ☐ No

No abstentions.

Dr. Patricia Ramos informed the council that the faculty member had submitted the LMI under the incorrect category, so the program had not appeared as a program data request on a previous agenda. Due to the summer schedule, Santa Monica was requesting that the Commercial Dance Certificate be added to the Program Recommendation section for approval.

- ii. Request to add [Construction Management \(AS; Certificate\)](#), Mt. SAC, to the Program Recommendation section.....Jennifer Galbraith

Mt. San Antonio College

Motion: Patricia Ramos, Santa Monica College

Second: Marcia Wilson, LA Trade-Tech College

Approved: ☒ Yes ☐ No

No abstentions.

Jennifer Galbraith explained that the Construction Management program had initially been submitted as a program modification, but Mt. SAC had determined that they should create a new certificate. They were requesting that the program be moved to the Program Recommendation section for approval due to the summer schedule. Jennifer and her faculty had been connecting with Citrus College to discuss collaboration for this program. Jennifer indicated that the program had been in existence for a minimum of ten years, and they were now adding a certificate that will focus on management.

Program Title	TOP Code	College	Contact
<i>Regional Program Recommendation</i>			
1. Finance	0504.00 Banking and Finance	Citrus College	Victoria Dominguez vdominguez@citruscollege.edu
2. International Business	0508.00 International Business and Trade	Citrus College	Victoria Dominguez vdominguez@citruscollege.edu
3. QuickBooks	0502.00 Accounting	Citrus College	Victoria Dominguez vdominguez@citruscollege.edu
4. Social Media Marketing	0509.00 Marketing and Distribution	Citrus College	Victoria Dominguez vdominguez@citruscollege.edu
5. Physical Therapy Aide	1222.00 Physical Therapist Assistant	LA Mission College	Par Mohammadian mohammp@lamission.edu
6. Construction Management	0957.00	Mt. San Antonio College	Gary Gidcumb ggidcumb@mtsac.edu
7. Commercial Dance Certificate of Achievement	1008.10 Commercial Dance	Santa Monica College	Marissa Moreno moreno_marissa@smc.edu
8. Community Health Worker	1201 Health Occupations, General	West LA College	Devon Michelle Werble werbledm@lacc.edu
9. Fundamentals of Medical Assisting	1208.00 Medical Assisting	West LA College	Carlos Sermenio sermenc@wla.edu
<i>College/District Program Review</i>			
10. Enterprise Service Clerk	0514.40 Office Management	Santa Monica College	Howard Stahl stahl_howard@smc.edu
<i>Exploratory</i>			
11. Elder Care - Occupational Skills Certificate	1299.00 Other Health Occupations	Pasadena City College	Sebrenia Law salaw@pasadena.edu
<i>Program Modification (Substantial Change)</i>			
12. Real Estate Broker	0511.00 Real Estate	Citrus College	Victoria Dominguez vdominguez@citruscollege.edu
13. Real Estate Sales	0511.00 Real Estate	Citrus College	Victoria Dominguez vdominguez@citruscollege.edu
14. Interior Design	1302.00 Interior Design and Merchandising	LA Mission College	James Lemmon lemmonjp@lamission.edu

15. Radio Broadcasting	0604.10 Radio	Mt. San Antonio College	Jason Shiff jshiff@mtsac.edu
16. Data Science	0707.00 Computer Software Development	Santa Monica College	Howard Stahl stahl_howard@smc.edu
17. Database Applications Developer	0707.20 Database Design and Administration	Santa Monica College	Howard Stahl stahl_howard@smc.edu
18. Web Developer	0707.00 Computer Software Development	Santa Monica College	Howard Stahl stahl_howard@smc.edu

V. Action Items..... Dr. Narineh Makijan

a. Program Recommendation

Motion: Tricia Ramos, Santa Monica College
No abstentions.

Second: Mike Slavich, Rio Hondo College.

Recommended: ☒ Yes ☐ No

Jennifer Galbraith explained that the initial LMI for the eDiscovery & Litigation Support Certificate had expired in the end of May. A new LMI request had been submitted and the results were very similar, showing that the certificate was still relevant.

Program Title	TOP Code	College	Contact	Type of LMI Endorsement	LMI Criteria			Emerging*
					Supply Gap	Living Wage	Ed Atmnt	
1. A.S. Degree: Child Development Early Intervention & Inclusion	1305.00	Mt. San Antonio College	Jennifer Galbraith jgalbraith@mtsac.edu	ES	Y	N	Y	Y
2. A.S. Degree: Construction Management	0957.00	Mt. San Antonio College	Jennifer Galbraith jgalbraith@mtsac.edu	EA	Y	Y	Y	N
3. Certificate of Achievement: Construction Management	0957.00	Mt. San Antonio College	Jennifer Galbraith jgalbraith@mtsac.edu	EA	Y	Y	Y	N
4. Certificate of Achievement: eDiscovery and Litigation Support Certificate	1402.00	Mt. San Antonio College	Jennifer Galbraith jgalbraith@mtsac.edu	EA	Y	Y	Y	N
5. Certificate of Achievement: Commercial Dance	1008.10	Santa Monica College	Tricia Ramos ramos_patricia@smc.edu	ES	Y	N	Y	N

Key	
EA = Endorsed: All Criteria Met	Y = Yes
ES = Endorsed: Some Criteria Met	N = No
NE = Not endorsed	* Emerging denotes there are gaps in the traditional labor market information.
PA = Pre-approved	

b. Modified Programs

Motion: Mike Slavich, Rio Hondo College
No abstentions.

Second: Jennifer Galbraith, Mt. SAC

Recommended: ☒ Yes ☐ No

1. AS Degree: Real Estate, Citrus College

- Changing Appraisal I (REAL 218) to Appraisal I: Principles and Procedures (REAL 226) in order to fulfill both DRE and BREA requirements
- Adding (REAL 222) Real Estate Economics as alternative course to (ACCT 101) Accounting 100/101
- Remove (BUS 130) Introduction to Business as a required course, and in its place require an additional real estate elective course.
- Add Appraisal II: Residential Real Estate Appraisal (REAL 228) as an elective option

2. Certificate of Achievement: Real Estate Broker, Citrus College

- Adding REAL 222 as an alternative to Accounting 100/101

3. Certificate of Achievement: Real Estate Sales, Citrus College

- Adding REAL 222 as a possible elective

4. Certificate of Achievement: Professional Accounting Certificate, Mt. San Antonio College

- Adding the following courses:
 - Accounting & Ethics Leadership
 - Corporate and Partnership Taxation: This course will include other taxation emphasis, including trusts, estates, and non-profits
 - External Auditing
 - Specialized Accounting Topics
- Units increased from 28 to 37

- Title updated to “Professional Accounting Certificate” from “Accounting Certificate”
- Objective of certificate moved from a general accounting skill preparation to a more advanced level and CPA Track certification

VI. Action Item.....Dr. Narineh Makijan

a. Approval of Minutes Reflecting Today’s Program Recommendation Vote

Motion: Marcia Wilson, LA Trade-Tech College

Second: Patricia Ramos, Santa Monica College

Approved: ☒ Yes ☐ No

No abstentions.