Mt. San Antonio College
Strong Workforce Advisory Committee (SWAC)
MINUTES
December 2, 2020 3:00 – 4:30 pm
ZOOM https://cccconfer.zoom.us/j/360779881?pwd=clJDS3dOQmJPdm9EeHY3MXhaM2Mydz09

	Sam Agdasi	X	L.E. Foisia		Sarah Plesetz	X	Michelle Sampat (Guest)
X	Kristina Allende	X	Jennifer Galbraith, Co-Chair	X	Lina Soto		Carol Stevens (Guest)
X	Mary Beth Barrios	X	Jonathan Hymer		Chisato Uyeki		Jacinta Jocson (Guest)
X	Jared Burton	X	Matthew Judd	X	Peter Gend (Guest)	X	Dejah Swingle (Non-voting)
X	Steven Burgoon	X	Mark Lowentrout				VACANT (Student Rep)
X	Susan Chavez	X	Tami Pearson				VACANT (Student Rep)
X	Joshua Christ, Co-Chair	X	Chaz Perea				
Student Representative: VACANT & VACANT				**Recorder**: Kymberly Macala			

	Topic	Outcome
1.	Approval of October 7th Minutes	• All Approved with one abstention
2.	Introduction of Joshua	• Committee introduced themselves to our new Co-chair
3.	Budget Update – Dejah	• We received our 2020-2021 performance funding allocation—it was $446,655 bringing our total 2020-2021 allocation to $2,371,046 • Our 2018-2019 allocation is expiring this month. We have approximately $75,000 left over and we will be transferring salaries to spend it out. • All of the current salaries have been moved to the 2019-2020 allocation and it will be effectively spent out by June 30, 2021. • After we figure in the recurring salaries that will hit starting in July 2021, we will have approximately $800k left over in the 2020-2021 allocation that must be spent by June 2022. This is due to the grant term being revised by the CCCCO from 30 months to 24 months. • The CCCCO also advised the colleges to utilize SWP funding to develop short-term training to get incumbent workers retrained and back to work. This advisory was not mandatory. • Dejah suggested to open applications to start spending July 1st at the latest. If spending starts in July then the programs would have one year to spend, but when the usual April year-end-closing cutoff is taken into effect it is less than one year. • What do we do with our 2019-2020 prioritized applications that were put on hold? • **Option 1:** Fund 2019-2020 projects after revision for shortened timeline • **Option 2:** Have everyone submit a new application and open to new projects • **Option 3:** A combination of 1 and 2 • **Option 4:** Utilize funding for items included in the 2020-2021 PIEs for SWP-qualifying CTE programs. • Dejah is concerned that we can spend $800K in a year or less; she suggested prioritizing equipment and supplies • The committee discussed the options and wanted to prioritize the 2019-2020 projects. They recommended informing the 2019-2020 project teams that they need to be realistic with the workplan and budgets due to the shorter timeline then ask them to submit a revised application in January.

		• The committee would like to have any eligible project apply for money left over after the revised 2019-2020 projects are funded to spend down the remainder. Items outlined in PIE, discussed in departmental minutes, or discussed in advisory committee minutes will qualify. • Joshua moved to examine previously funded projects for the spending year first, then look at other qualifying programs for instructional equipment expenditures after revised 2019-2020 programs are fully funded; Susan seconded the motion; Jared abstained. Motion passed. • Deadline to enter projects into NOVA for 20/21 is Dec 31st, but we already have projects entered in due to the planned salaries in Banner so we should be OK. • Dejah will create a short application form to submit for leftover funds, qualify the entries for SWP funding with LMI data, then bring those that qualified to the committee for prioritization in February 2021. • Chisa will present this plan to the Academic Senate as an emergency measure and does not anticipate full approval of short application for leftover funds will be required. • The 2019-2020 original 2-year project submissions totaled $790,726.
4.		
6.	OTHER –	

2020-21 Meetings 3:00-4:30 1st Wednesday of the month	Fall 2020 ~~September 2nd~~ ~~October 7th~~ ~~November 4th~~ CANCELLED December 2nd	Winter 2021 January 6th February 3rd	Spring 2021 March 3rd April 7th May 5th	June 2nd