

**Mt. San Antonio College**  
**Strong Workforce Advisory Committee (SWAC)**

**NOTES**

September 2, 2020 3:00 – 4:30 pm

**zoom** <https://cccconfer.zoom.us/j/360779881?pwd=cJJDS3dOQmJPdm9EeHY3MXhaM2Mydz09>

X	Sam Agdasi	X	L.E. Foisia	X	Mark Lowentrout	X	Michelle Sampat (Guest)
X	Kristina Allende	X	Jennifer Galbraith	X	Tami Pearson	X	Dejah Swingle (Non-voting)
X	Mary Beth Barrios	X	Jonathan Hymer, Interim Co-Chair		Chaz Perea		Jacinta Jocson (Guest)
X	Jared Burton	X	Matthew Judd		Sarah Plesetz		Jesus Garcia Torres (Student Rep)
	Steven Burgoon	X	Joumana McGowan, Co-Chair		Chisato Uyeki		VACANT (Student Rep)
X	Susan Chavez				Lina Soto	X	Carol Stevens (Guest)

**Student Representative:** Jesus Garcia Torres & VACANT

**Recorder:** Kymberly Macala

Topic		Outcome
1.	Approval of June 3, 2020 Minutes:	<ul style="list-style-type: none"> <li>• Mark Approves</li> <li>• Tami 2nd</li> <li>• Minutes Approved</li> </ul>
2.	Budget – Dejah	<ul style="list-style-type: none"> <li>• July 30th received base allocation of 1.9 million. Still expecting performance funding by Nov 1st. Dejah and Mark are working with Sunil for animation numbers.</li> <li>• Dejah shared Year 3 Carryover and Year 4 budgets that expire in December 2020 and December 2021 respectively. (below)</li> <li>• Dejah also shared the SWP Current Budget Status as of August 25, 2020 (below) and the spending proposal</li> <li>• The state has reduced spending from 30 months to 24 months.</li> <li>• Proposing to round salaries for 2020 – 2021 from \$1,356,964 to \$1.4 million.</li> <li>• Spending on hold except personnel <ul style="list-style-type: none"> <li>-One Abstention (Chisa)</li> </ul> </li> <li>• Suggestion made to give priority to previously approved projects once we begin funding again. <ul style="list-style-type: none"> <li>-All approved</li> </ul> </li> </ul>

**FY2019-2020 Year 3 - Carryover  
Strong Workforce Budget Status**

	Approved Budget	Adjusted Budget	YTD Activity	Commitments	Available Balance	Percentage Spent
Subtotal Tech & Health	\$ 132,978	\$ 132,642	\$ 23,297	\$ -	\$ 109,345	17.56%
Subtotal Natural Sciences	\$ 20,002	\$ 20,121	\$ 8,754	\$ -	\$ 11,367	43.50%
Subtotal Business	\$ 255,499	\$ 257,597	\$ 149,222	\$ 4,800	\$ 103,575	59.79%
Subtotal SCE	\$ 263,301	\$ 263,301	\$ 147,071	\$ -	\$ 116,230	55.86%
Subtotal Arts	\$ 178,219	\$ 338,863	\$ 125,388	\$ 7,148	\$ 206,327	39.11%
Subtotal Across All	\$ 195,581	\$ 70,296	\$ 48,120	\$ -	\$ 22,176	68.45%
	\$ 1,045,580	\$ 1,082,820	\$ 501,852	\$ 11,948	\$ 569,020	

**Percentage Spent to Date 47%**

As of 8/25/2020

**Upcoming Dates:**

Q1 report due 11/15/2019  
Q2 report due 2/15/2020  
Q3 report due 5/15/2020  
Q4/Annual report due 9/30/2020

SWP Year 3 spending ends 12/31/2020

Allocation: Base Funding \$2,459,553 Performance Funding \$342,625 Total \$2,802,178



**2019-2020 Year 4  
Strong Workforce Budget Status**

	Approved Budget	Adjusted Budget	YTD Activity	Commitments	Available Balance	Spent
Subtotal Tech & Health	\$ 64,884	\$ 64,762	\$ 64,764	\$ -	\$ (2)	100.00%
Subtotal Natural Sciences	\$ 230,025	\$ 100,642	\$ 87,028	\$ -	\$ 13,614	86.47%
Subtotal Humanities & Social Sci	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Subtotal Business	\$ 636,851	\$ 639,721	\$ 517,293	\$ -	\$ 122,428	80.86%
Subtotal SCE	\$ 111,470	\$ 239,333	\$ 115,580	\$ -	\$ 123,753	48.29%
Subtotal Arts	\$ 389,991	\$ 290,342	\$ 263,590	\$ -	\$ 26,751	90.79%
Subtotal Across All	\$ 452,564	\$ 993,894	\$ 241,017	\$ -	\$ 752,877	24.25%
	\$ 1,885,785	\$ 2,328,694	\$ 1,289,273	\$ -	\$ 1,039,421	

**Percentage Spent to Date 55%**

As of 8/24/2020

**Upcoming Dates:**

Q1 report due 11/15/2019  
Q2 report due 2/15/2020  
Q3 report due 5/15/2020  
Q4/Annual report due 9/30/2020

SWP Year 4 spending ends 12/31/2021



Allocation: Base Funding \$1,885,785 less \$2,260 reduction = \$1,883,525 Performance Funding \$446,016 Total \$2,329,541

**SWP Current Status as of 8/25/2020**
**Proposal**

2020-2021 Base Allocation	\$1,924,391	Remaining 2019-2020 SWP funding after 2019-2020 ongoing salaries	\$1,039,421
Total Projected 2020-2021 SWP Salaries	-\$1,356,964	Transfer 2020-2021 salaries to 2019-2020 budget to spend remaining funds	-\$1,356,964
<b>Amount remaining after salaries</b>	<b>\$567,427</b>	Remaining 2020-2021 salaries	-\$317,543
Projected 2020-2021 Performance Allocation, based on an average of the previous 2 years, due 11/1/2020	\$395,000		
<b>Projected unencumbered 2020-2021 Local SWP allocation</b>	<b>\$962,427</b>	2020-2021 Base Allocation	\$1,924,391
		Remaining 2020-2021 salaries after transfer to spend down 2019-2020	-\$317,543
		2020-2021 Base Allocation remaining after salaries	\$1,606,848
		Projected 2020-2021 Performance Allocation, based on an average of the previous 2 years, due 11/1/2020	\$395,000
		Projected unencumbered 2020-2021 Local SWP allocation	\$2,001,848
		<b>Ongoing salary reserve for 2021-2022</b>	<b>-\$1,400,000</b>
		Remaining unencumbered 2020-2021 funds	\$601,848
		Request for Across All Travel & Supplies	-\$6,848
		<b>Proposed target amount for new 2020-2021 projects, due in NOVA by 12/30/2020</b>	<b>\$595,000</b>



<b>3. Recommendation made by PAC:</b> Determining labor market needs and skill gaps that would be eligible for funding through strong workforce	<ul style="list-style-type: none"> <li>Committee reviewed Purpose &amp; Function form to decide whether we do or how we can meet this recommendation.</li> </ul>
<b>4. Recommendation made by PAC:</b> The development and approval of courses and programs to meet strong workforce needs.	<ul style="list-style-type: none"> <li>Joumana to reach out to Dr. Scroggins for clarification on both recommendations. We already meet the first recommendation. The second recommendation is done by other committees.</li> </ul>
<b>5. Goals, Purpose, &amp; Function Form</b>	<ul style="list-style-type: none"> <li>Post proposal requests on SWAC site</li> <li>Update URL to SWAC from CTEAC</li> <li>Wording in Goal #2 updated</li> <li>Dejah explained the process of Goal #3: "Review and make recommendations to meet Strong Workforce metrics in order to increase opportunities for students."</li> </ul>
<b>6. OTHER – Introduction of Jonathan Hymer</b>	

**2020-21 Meetings**

3:00-4:30  
1<sup>st</sup> Wednesday of the month

**Fall 2020**

September 2<sup>nd</sup>  
October 7<sup>th</sup>  
November 4<sup>th</sup>  
December 6<sup>th</sup>

**Winter 2021**

January 6<sup>th</sup>  
February 3<sup>rd</sup>

**Spring 2021**

March 3<sup>rd</sup>  
April 7<sup>th</sup>  
May 5<sup>th</sup>  
June 2<sup>nd</sup>