



## Administrative Leadership Unit Review (ALUR) Template for FY 2022-23

**Date:** 3/1/2022

**Division:** SPWP

**Division Dean/VP:** Vizenor

**Program(s) within your division:** [Click or tap here to enter text.](#)

**I. List the programs that fall within your Division.**

**The Strategic Partnerships and Workforce Development (SPWD) Division is made up of dynamic programming designed to bring together thoughtful partnerships that bolster early connection to college, smooth transitions from adult education into college and meaningful connections to workforce training, career focused education and livable wage jobs. Programs that make up the SPWD Division include:** Dual Enrollment/K-12 Early College Experiences, Middle College Adult Education/Transitions, Strong Workforce Program, Carl Perkins Program, COOP/Work Experience, Career Readiness& Job Placement Assistance, Industry Leadership Council, the Success Summit, the Women’s Mentoring and Leadership Academy, Workforce and Economic Development Strategies, District Workforce Taskforce and Short-Term Workforce Training Programs.

**II. Briefly describe any major changes to the Division or Programs’ purview and functions during the past year.**

The SPWD division hired a new COOP/Work Experience Faculty Member. The Middle College Program and the Success Summit at Skyline College became part of the Strategic Partnerships and Workforce Development Division. Dual Enrollment Programming continues to grow exponentially expanded partnerships have moved forward to design Middle School experiences and develop service/student centered partnerships to serve SF Juvenile Justice Impacted student populations.

**III. Briefly describe the major challenges and achievements for your division over the past year.**

The SPWD Division continues to lead K-12 partnerships across San Mateo County as part of our CCAP agreements in Dual Enrollment: Expanded Programming that increased enrollment at Skyline College by nearly 3500 enrollments and directly serving approximately 2500 students with success rates over 90%. Our team designed, assembled and delivered over 3000 Welcome and DE kits, led pathway team meetings monthly focused on equity-minded teaching practices, pathway specific advancements and, directly supported students on-boarding and registration with over 1200 high touch student ready sessions.

The Division continues to facilitate the development of a workforce development training program focused on Alternative Pathways to Success focused on the development of 6 new certificates preparing students for in-demand careers in Silicon Valley, pilot programming will



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launch in Fall 2022 and Spring 2023. A co-creation model of faculty, industry professionals, workforce development stakeholders and students.

We launched the Industry Leadership Council engaging over 30 employers in shaping strategies at Skyline College to ensure we are providing programming and experiences that will shape the workforce of the future and are in the process of designing an innovative mentorship program for students at Skyline College.

Campus Integration: The SPWD is well connected and contributing to the People's College Initiative with team members taking part in each of the task groups. Supported Comprehensive College Redesign, Directly Supported Promise Scholars Career Benchmark Programming, directly supported the Business Pathways Market Day and developed a Job Shadow Program for middle college students.

Adult Education Bridge/Workforce Training Focused Programming continues to be delivered using the I-BEST model. We are currently developing bridge programming in Network Engineering designed to prepare individuals for IT Specialist positions and in Digital Art and Media where we will focus on developing students to become entry-level graphic designers.

SPWD led the development of over 40 key labor market reports and workforce trends snapshots to support the annual Comprehensive Program Review, Grant Applications and as part of SMCCCD Board Member Engagement.

Staffing to support the massive growth over the last 3 years continues to be the challenge. Excitingly, the district has identified dual enrollment programming a significant component of the Free SMCCCD Initiative and has provided funding for infrastructure which will provide 4 team members to directly support Dual Enrollment at Skyline College. Additionally, serving dual enrollment students with matriculation and counseling is another opportunity we are exploring and have identified as a need to address.

Another challenge we are addressing in response to continued expression of a priority by the SMCCCD board of trustees is direct job placement assistance and programming our team continues to pilot and build essential resources necessary to make these experiences accessible widely across the campus and throughout our community. We are designing comprehensive job placement assistance programming components, student support strategies and exploring data tracking tools.

**IV. List and describe the major goals for your division – What will the Division focus on achieving over the next 1-3 years? How do your Division goals align with the College's [M-V-V](#) and [Education Master Plan](#)?**

***Community Partnerships/Student Success and Equity/College Goal #6:*** Expand Dual Enrollment Pathway Programming in the following areas: College Confidence, Fili



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Languages, Engineering, Alternative Pathways to Tech, Digital Arts and Media and Photography. Lead and contribute to the District Dual Enrollment Team. Expand industry partnerships to increase job placement and work-based learning opportunities for students.

**Community Partnerships/Student Success and Equity/College Goal #6** Develop DE engagement strategies with students and parents/guardians. Launch comprehensive communication and engagement plan with digital and face-to-face experiences for student parents/families.

**College Goal # 6/Social Justice:** Launch workforce development training programs in Jr. Applied AI Specialist, Jr. Full-Stack Engineer, Data Analyst and Technology Sales designed to increase access for disproportionately impacted students. Develop Equity focused professional development specific to workforce trends and to prepare individuals for assets employers seek.

**Academic Excellence/College Goal #4:** Support the advancement of the People's College Initiative, AB 705 Legislation/implementation, Strong Workforce Programming, Design program pathways for justice impacted youth/juveniles. Support Comprehensive Program Review by supplying key labor market information specific to pathway or programming and act as a resource to ensure faculty and staff are familiar with key labor market trends and advancements of key industries

**College Goal # 6/Social Justice:** Expand programming and services that increase a diverse and inclusive pipeline of prepared students to enter and transition to critical and living wage careers in the bay region.

**Academic Excellence/College Goal # 6:** Complete a redesign of the Cooperative Education/Work Experience Program to reflect workforce trends and needs and that include cultural competence development for students.

**Academic Excellence/College Goal # 6 Social Justice:** Increase engagement and participation in the Women's Mentoring and Leadership Academy. Design and deliver integrative support experiences (Supplemental Instructor/Peer Mentor Programming) in dual enrollment course sections to ensure increased success and completion of disproportionately impacted students.

- V. Using the boxes below, list the resource requests that the Division is moving forward for consideration. Please note that the resource requests should be in declining order of priority, as indicated in the upper left corner of each box. For each resource request, describe how it connects with your Division goals, and the potential consequences of not securing the requested resource. In sum, please explain why filling this request should be a priority for the College.



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<b>Order of Priority</b>	<b>Resource Request Title</b>	<b>Type</b>	<b>Program(s) Impacted</b>	<b>Amount \$</b>
1	50% Counselor Faculty Member to support K-12 students taking partnership college courses	Faculty/ Adjunct FTE	Dual Enrollment  Middle College	\$39,186 with Benefits @36.526 \$53,4999
<b>Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.</b>				
<p>Proving Counseling support to early college program students is critical in supporting their matriculation and deeper connection to Skyline College as their college of choice to meet their certificate or Associate degree attainment. With the increase in the number of students we have participating in early college experiences it would have significant impacts on future enrollment and students' ability to navigate their full transition to Skyline for their post-secondary journey.</p>				

<b>Order of Priority</b>	<b>Resource Request Title</b>	<b>Type</b>	<b>Program(s) Impacted</b>	<b>Amount \$</b>
2	Job Placement Coordinator, Science, Health and Technology	Classified Professional FTE	Job Placement Assistance	\$79500.00 With Benefits @ 52.816% \$121,489.
<b>Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.</b>				
<p>Sustaining specific and direct support for students to build increased opportunities for paid internships and high-quality job placement is critical to meet the priorities of our district and college. In doing so, this will provide the much-needed infrastructure to sustain long term program design and comprehensive services that will have a huge impact on changing the socioeconomical conditions of the students and community members we serve while meeting the needs of major employers and advancing economic vitality in North San Mateo County and beyond.</p>				



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Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount \$
3	Job Placement Coordinator, Arts, Language and Communication	Classified Professional FTE	Job Placement Assistance	\$79500.00 With Benefits @ 52.816% \$121,489.

**Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.**

Sustaining specific and direct support for students to build increased opportunities for paid internships and high-quality job placement is critical to meet the priorities of our district and college. In doing so, this will provide the much-needed infrastructure to sustain long term program design and comprehensive services that will have a huge impact on changing the socioeconomical conditions of the students and community members we serve while meeting the needs of major employers and advancing economic vitality in North San Mateo County and beyond.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount \$
4	Job Placement Coordinator: Education and Society	Classified Professional FTE	Job Placement Assistance	\$79500.00 With Benefits @ 52.816% \$121,489.

**Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.**

Sustaining specific and direct support for students to build increased opportunities for paid internships and high-quality job placement is critical to meet the priorities of our district and college. In doing so, this will provide the much-needed infrastructure to sustain long term program design and comprehensive services that will have a huge impact on changing the socioeconomical conditions of the students and community members we serve while meeting the needs of major employers and advancing economic vitality in North San Mateo County and beyond.



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Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount \$
5	Job Placement Coordinator, Business, Entrepreneurship and Management	Classified Professional FTE	Job Placement Assistance	\$79500.00 With Benefits @ 52.816% \$121,489.
<p><b>Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.</b></p>				
<p>Sustaining specific and direct support for students to build increased opportunities for paid internships and high-quality job placement is critical to meet the priorities of our district and college. In doing so, this will provide the much-needed infrastructure to sustain long term program design and comprehensive services that will have a huge impact on changing the socioeconomical conditions of the students and community members we serve while meeting the needs of major employers and advancing economic vitality in North San Mateo County and beyond.</p>				

If you have additional resource requests, please copy and paste new boxes below, and be sure to update the priority ranking.