

Member
Santa Barbara Community College District
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Professional Development Center
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Applicable Program Area
Careers and Technical Education
<p>I. Summary of Activities based on the objectives submitted from the Request for Proposal and Activity Chart. These should reflect the goals of AEBG including but not limited to integrative programming for noncredit pathway bridge courses and certificates, internship/placement programs, integrative learning strategies, progress of program working groups and task forces. List and describe their progress.</p>
<p>Activity 1. Objective 2: An evaluation of current needs for adult education programs with the regions. Activity Description: Update of current technology certificates. As a result of requests from our client base we are meeting this need via the addition of two new certificates with two classes each</p> <ol style="list-style-type: none"> 1. Business Applications(Certificate) <ul style="list-style-type: none"> Productivity(Course) Project Management(Course) Leadership (Course) 2. Social Media for Business(Certificate) <ul style="list-style-type: none"> Facebook(Course) LinkedIn(Course) Twitter (Course) <p>Timeline for Completion: Fall 2016</p>
<p>Activity 2. Objective 5: The CSI must not only enhance existing certificates but develop new certificates/badges to meet the demands of the New World of Work. Status: New certificates: Course outlines that have been approved by the Curriculum Advisory Committee (CAC) have been denoted below. We are waiting for approval from the state for these courses. Additional courses will be submitted at the first Fall CAC meeting. Curriculum development for these courses will begin in Summer 2016(June 1,2016)</p> <ul style="list-style-type: none"> Project Management(Certificate) Process Improvement(Course) Project Management for Non-Project Manager(Course) Innovation and Creativity Building High Performance Teams (already exists) Enterprise Communication 2(Certificate) Emotional Intelligence(Course) Assertive Communication (Course) (CAC approved) Resolving Differences in the Workplace(Course) (CAC approved) Workplace Politics(Course) Emerging Leaders(Certificate) Leadership Skills (Course)(CAC approved) Increasing Productivity (Course)(CAC approved) Supervisory Skills (Course)(CAC approved) Motivation Techniques for Self and Others (CAC approved) Thrive and Survive in the Workplace(Certificate) Secrets of a Great Employee(Course) Championing Diversity in the Workplace(Courses) (CAC approved) Professional Etiquette(Course) Accountability (Course) (CAC approved)

Activity 3. Objective 5 Develop 3rd party certifications with the Computer Information Systems department.

Status: The 4 courses have been approved by CAC and will be submitted to the state. Curriculum has already been developed.

Windows Server Administration Certificate

CIS NC 003 Installing and Configuring Windows Server (32 hours)

CIS NC 004 Administering Windows Server (32 hours)

VMware vSphere Install, Configure, Manage Certificate

CIS NC 005 VMware Install and Configure (24 hours)

CIS NC 006 VMware Manage (24 hours)

Timeline for completion Fall 2016

Activity 4: Objective 2: Schedule regular faculty meetings to ensure course development follows CSI standards.

Timeline Spring 16, Fall 16, Spring 17 for 5 faculty meetings

Status:Held orientations for CSI for the following adjunct faculty members:

Diana Mussachio 1/20/16

Norma Egli 1/21/16

Juli Shulem 2/23/16

Linda Croyle 3/7/16

Seth Taylor 3/7/16

From this point forward we will be holding semester inservice the first week of each term (Fall/Spring) from 3-5. Summer instructors will be orientated on a one to one basis.

Activity 5. Objective 5. Use of effective marketing of CSI to address the four top clusters of employers in our areas that need low cost training. Status: Beginning Jun 1, our office will update CSI marketing materials via SBCC's Marketing Department. There are also plans to do a mass mailing to residential and business addresses by August 1, 2016.

Timeline fo completion: Fall 2016

II. Data Reporting: Fall 2015 - Present

The AEBG Coordinator provided a format for digital badge data tracking that is now in use with by the CSI staff. By the end of Spring 2016 we will have awarded 20 digital badges.

a. Fall 2015 – 506 Duplicated student count/33 sections offered

b. Spring 2016 – Duplicated student count 1,344/66 sections offered

A 50% increase in sections from Fall 2015 to Spring 2016 with an increase of 62% duplicated headcount.

III. Budget Narrative. Members are expected to make their best efforts to expend funding by June 30, 2016 and no later than December 31, 2016. The timeline of activities should reflect expenditures by this deadline. Please describe your efforts to expend these funds. Examples include hiring faculty and/or faculty, narratives, programmatic committee meetings, purchasing of supplies...

a. To be expended in June 2016

i. 10000 Faculty Instructional Stipends to be expended by July 31, 2106

1. Development of 2 new CSI Certificates as mentioned under Activity 1 consisting of 3 courses each:

3 Certificate narratives @ \$500 each = \$1,500

6 Course outlines @ \$1,000 each = \$6,000

4 Courses Curriculum Development @ \$1,000 ea=\$6,000

Total \$13,500

2 Certificate narratives @ \$500 each = \$

2. Development of 4 new CSI Certificates as mentioned under Activity 2

consisting of 4 courses each.

4 Certificate narratives @ \$500 each = \$2,000

15 Course outlines (1 already created) @ \$1,000 each = \$15,000

15 Courses Curriculum Development @ \$1,000 ea=\$15,000

Total \$32,000

3. Development of 2 new CSI Certificates for CIS (Computer Information Systems). Under Activity 3

2 Certificate narratives @ \$500 each = \$1,000

4 Course outlines @ \$1,000 each = \$4,000

4 Courses Curriculum Development @ \$1,000 ea=\$4,000

Total \$9,000

4. To be expended for faculty meetings in Summer 2016 and Fall 2016

a. 20 faculty @ \$100 per meeting, 1 meeting in Summer and 1 meeting in Fall 2016 = \$4000

Total 10000 = \$58,500

ii. 30000 – Benefits @ 13.93% = \$8,149.05

iii. 10000/20000/3000 total = \$66,650

iv. 50000 Marketing efforts-Activity

1. To be expended by July 31, 2016

a. Catalogs \$2,500

b. Mass mailing \$10,000

c. Update CSI flyers \$1,690

Total \$14,190

IV. Marketing Efforts. Please list and describe marketing and outreach efforts to advertise your program.

a. Beginning June 1 we are updating all marketing materials to include new CSI badges mentioned in activities 1-3.

b. Mass mailing to residence and businesses by August 1, 2016 for Fall 2016

c. CSI flyers will be available for distribution at all three campus: Wake, Schott and Main (Cliff Drive) as well as distributed to all clients, non profits and workforce resource centers in Santa Barbara.