

**Los Angeles Regional Consortium
Program Recommendation Minutes**

March 17, 2022

8:30 – 10:00 a.m.

Zoom Meeting

<https://pasadena-edu.zoom.us/j/94770170059>

Voting Members Present:

- Rick Miranda (Alternate), Cerritos College
- Kimberly Mathews, Citrus College
- Lynell Wiggins (Alternate), Compton College
- Kendra Madrid, East LA College
- Virginia Rapp, El Camino College
- Freddy Saucedo, Glendale College
- Armando Rivera-Figueroa, 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
- Gene Carbonaro, Long Beach City College
- Jennifer Galbraith, Mt. SAC
- Armine Derdarian, Pasadena City College
- Mike Slavich, Rio Hondo College
- Patricia Ramos, Santa Monica College
- Tiffany Miller (Alternate), West LA College

I. Call to Order

The Los Angeles Regional Consortium (LARC) Workforce Council Business Meeting was called to order at 8:35 a.m. by Salvatrice Cummo, Vice President, Economic and Workforce Development, Pasadena City College.

II. LA Workforce Council Roll Call

The roll call was completed by Grace Rakow, Administrative Assistant, Los Angeles Regional Consortium (LARC), Economic and Workforce Development, Pasadena City College. They confirmed that a quorum of participating members was present.

III. Approval of Previous Month’s Minutes

- a. Minutes from the February 17, 2022, LARC Meeting

Motion: Marcia Wilson, LA Trade-Tech College *Second:* Mon Khat, LA Pierce College
No abstentions.

Approved: Yes No

IV. Informational Items

- a. Program Data Requests

Luke Meyer requested that the voting members and alternate voting members let him know if any items are missing from the agenda. He explained that Program Modification data requests are not listed, as they are informational. Additionally, each program should have its own submission, even if they have the same TOP Code. The only program data requests that appear on the agenda are “New Programs” and “Existing Low-unit, Local Certificate for State Chaptering.”

Program Title	TOP Code	College	Contact
<i>New Programs</i>			
1. Computer Music Performance (Certificate of Achievement)	1005	Cerritos	Andrew Maz amaz@cerritos.edu
2. Cosmetology	3007	Citrus	Kimberly Mathews kmathews@citruscollege.edu
3. Digital Content Specialist (Associate’s Degree)	0614	Glendale	David Yamamoto davidy@glendale.edu
4. Phlebotomy (Certificate of Achievement)	1205.10	LA Mission	Aracely Molina molinaa2@lamission.edu
5. EKG Technician (Certificate of Achievement)	1215	LA Mission	Aracely Molina molinaa2@lamission.edu
6. Medical Assisting (Certificate of Achievement)	1208.20	LA Mission	Aracely Molina molinaa2@lamission.edu
7. Psychiatric Technician (Certificate of Achievement)	1239	LA Mission	Aracely Molina molinaa2@lamission.edu

8. Fire Technology (Certificate of Achievement)	2133	LA Mission	Kelly Enos enoskw@lamission.edu
9. Human Resources (Certificate of Achievement)	0514.40	LA Valley	Valeria Covarrubias covarrv@lavc.edu
10. Culinary Management & Operations (Certificate of Achievement)	1306.30	Pasadena	Colleen Nanno cnanno@pasadena.edu
11. Television & Radio – Digital Video Editing (Certificate of Achievement)	0604.20	Pasadena	James Patrick jpatrick2@pasadena.edu
12. Engineering Design Technology: Standards for Design	0953.40	Rio Hondo	Aaron Perez aaperez@riohondo.edu
<i>Existing Low-unit, Local Certificate for State Chaptering</i>			
13. Esthetician (Certificate of Achievement)	3007.00	El Camino	Ketmany Sundara ksundara@elcamino.edu
14. Horse Ranch Management Level 1 (Certificate of Achievement)	0102.00	Mt SAC	Jennifer Galbraith jgalbraith@mtsac.edu
15. Livestock Production Management (Certificate of Achievement)	0102.00	Mt SAC	Jennifer Galbraith jgalbraith@mtsac.edu

V. Action Items

a. [Program Recommendation](#)

Motion: Virginia Rapp, El Camino College *Second:* Marcia Wilson, LA Trade-Tech College *Recommended:* Yes No

Luke Meyer explained that the supply gap is an important category to consider. The LMI reports explain the particularities of the programs that have a “N” under “Supply Gap.” Some programs have negligible gaps between the number of awards and the jobs available. Any additional information that can be provided with LMI requests would be helpful.

Program Title	TOP Code	College	Contact	Type of LMI Endorsement	LMI Criteria			Emerging*
					Supply Gap	Living Wage	Ed Atmnt	
1. Associate's Degree: Accounting	0502.00	Citrus College	Kimberly Mathews kmathews@citruscollege.edu	EA	Y	Y	Y	N

2. Associate’s Degree: Business – Accounting Emphasis	0501.00	Citrus College	Kimberly Mathews kmathews@citruscollege.edu	EA	Y	Y	Y	N
3. Certificate of Achievement: Payroll & Income Preparation	0502.00	LA Southwest College	Laura Perez perezli2@lasc.edu	EA	Y	Y	Y	N
4. Certificate of Achievement: Digital Media - Comics & Animation	0614.40	Long Beach City College	Gene Carbonaro gcarbonaro@lbcc.edu	ES	N	Y	N	N
5. Certificate of Achievement: Supply Chain Management	0510.00	Pasadena City College	Armine Derdarian aderdarian@pasadena.edu	EA	Y	Y	Y	Y
6. Certificate of Achievement: Facilities Management	0506.00	West LA College	Tiffany Miller millerts@wlac.edu	ES	N	Y	Y	N

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

b. [Modified Programs](#)

Motion: Marcia Wilson, LA Trade-Tech

Second: Lynell Wiggins, Compton College

Recommended: Yes No

1. [Certificate of Achievement: Medical Administrative Assistant](#), Los Angeles Trade-Tech College

- Remove CAOT 035: Concepts in Information Systems
- Remove CAOT 046: Medical Transcription
- Add CAOT 045: Medical Billing & Coding II
- Total major units move from 32 to 29 overall, resulting in a streamlined certificate program

2. [Certificate of Achievement: Biological Technology – Stem Cell Culture](#), Pasadena City College

- Replace MATH 131 with STAT 018 or 050/050H
- Addition of ENGL 001/001AH

- Deletion of BIOL 002, addition of BIOL 003 or BIOL 039 or BIOL 010C or MICR 002 or BIOL 104B options
- Deletion of CHEM 002
- Addition of BIOL 104A, BIOL 104E - courses providing stem cell-related instruction
- Certificate Total: increased from 33 units to 43-44 units

3. [Associate's Degree: Biological Technology – Stem Cell Culture](#), Pasadena City College

- New addition to program
- Requires 60 units including Biological Technology - Stem Cell Culture Certificate of Agreement courses

4. [Certificate of Achievement: Digital Media - Graphic Design](#), Long Beach City College

- Change from Certificate of Accomplishment, Graphic Design to Certificate of Achievement, Digital Media, Graphic Design
- Total Units 16.5, to 21

Changes to Required Courses:

- | | |
|---|--|
| • Remove Art 31 | • Rename Art 43 to DMA 15, Interaction & Web Design |
| • Rename Art 41 to DMA 1, Introduction to Computer Graphics | • Rename Art 44 to DMA 5, Graphic Design: Branding |
| • Rename Art 56 to DMA 4, units raised from 1.5 to 3 units | • Rename Art 55 to DMA 6, Graphic Design: Publication & Production |

New Elective Options: "Complete TWO courses from the following:"

- | | |
|--|--|
| • Add DMA 2, Introduction to Digital Media | • Add PHOT 43, Photoshop and Lightroom Management |
| • Add DMA 3, Digital Illustration | • Add DMA 90, Special Studies: Design & Multimedia |
| • Add DMA 25, Motion Graphics | |

5. [Certificate of Achievement: Digital Media - Multimedia Interaction & Game Design](#), Long Beach City College

- Change from Certificate of Achievement, Interactive Design and Animation, to Certificate of Achievement, Digital Media: Multimedia Interaction and Game Design
- Total Units 22.5-25.5, to 24

Changes to Required Courses:

- | | |
|------------------|---------------------------|
| • Remove, Art 56 | • DMA 201 rename to DMA 2 |
|------------------|---------------------------|

- Art 43 rename to DMA 15
- Art 48 rename to DMA 25 (elective to required)
- Add, DMA 10, Game Design

- Add, DMA 20, Digital Animation: 2D
- Art 48, required from elective, renamed DMA 25, Motion Graphics
- Add DMA 40, Multimedia Design

Changes to Elective Options:

- Art 46 rename to DMA 30, Digital Animation: 3D
- Art 49 rename to DMA 90, Special Studies: Design & Multimedia
- Add, DMA 1, Introduction to Computer Graphics

- Add, DMA 3, Digital Illustration
- Add, DMA 5, Graphic Design: Branding
- Remove PHOT 43, FILM 21, Film 25

VI. Action Item..... Salvatrice Cummo

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

Motion: Mercy Yanez, LA Harbor College

Second: Mike Slavich, Rio Hondo College

Recommended: Yes No