

## TCC Workforce Solutions Governance Committee Minutes

**Date:** February 11, 2019

**Time:** 1:00PM

**Location:** Martin Building, Room 2610, Norfolk Campus

### **Attendance:**

In attendance: Dr. Corey McCray (Ex Officio), Dr. Gabriela Christie Toletti (Chair), Batanya Gipson, Laura Burnham, Karen Miller, Calvin Scheidt, Claudia Macon, Anthony Fontes.

Absent: Christopher Fairbanks, Diane Graham, Richard James, Heather Kitsis, David Lee, Lisa Peterson, Emily Richardson (Ex Officio), Tiffanye Sledge, Thomas Stout, Matthew Woods.

### **I. Call to order**

Gabriela called the Workforce Solutions Committee to order at 1:10pm.

### **II. Minutes**

Minutes could not be approved because the committee did not meet the quorum necessary of 6 voting members. Minutes for October, November, and this month will be sent out via Outlook with the Voting tool.

### **III. A. Officer Reports:**

1. Chair: No Report
2. Secretary: No Report

### **IV. Open business**

A. Discussion of 2019/20 WSC Charge 2 – Work with the Workforce Solutions team to develop procedures to cross-walk noncredit courses and training into advance standing (credit for non-credit training) opportunities for Workforce Solutions students and ensure adherence to SACSCOC Principles of Accreditation; in particular Comprehensive Standard 3.4.8 – Noncredit to Credit.

B. Need to formalize a process to inform and document the students credit equivalencies for noncredit programs/certifications.

1. For example, a student is eligible to earn 3 advanced standing credits for MAC 161 if they have completed NIMS Credentials.
2. G3 Grant could be an opportunity to develop the crosswalk from non-credit to credit. The grant must be spent by October of 2019. It is a planning grant to determine how the G3 model could be implemented here at TCC.
3. Cal Scheidt proposed that the TCC advanced standing process map for TCC be brought in front of the committee for review. From that process we could identify if any changes need to be made to the process and identify what programs have not been mapped. Those programs would then be mapped. It was agreed that the map would be reviewed for potential additional programs/classes to be mapped. Cal will bring to the next WSC meeting.

4. Bantanya suggested establishing the credits earned on the workforce graduation/completion certificate.
5. Dr. McCrae reinforced the need to educate the student on the credit translation of their non-credit coursework at the orientation for the course.
6. To facilitate the committees next steps, Karen will bring the VCCS list of Workforce Credentials to Laura's team to determine if an equivalency already exists. This will allow us to identify the certifications that have not been cross walked into a credit course.

#### **V. New business**

A. Discussion regarding low attendance and change to dates and meeting times was discussed. Future meetings will meet from 2PM-5PM on the following dates:

- **3/25/19**
- **4/22/19**
- **5/20/19**

B. Addressed the request of Gabriela to step down as the Workforce Development Committee Chair. After discussion, Gabriela agreed to continue as chair.

#### **VI. Other**

None

#### **VII. Next meeting**

March 25, 2019

#### **VIII. Adjournment**

Motion to adjourn the meeting at 2:30 by Bantayna and properly seconded by Laura Burnham.

Submitted by  
Claudia Macon