

INSTITUTIONAL ADVISORY COMMISSION MINUTES

June 3, 2021 | 10:30 AM – Noon

Zoom Meeting

<https://west-mec-org.zoom.us/j/2549494170>

West-MEC's Institutional Advisory Commission serves as a valued, consultative committee to ensure the district's continual strive to meet the educational and talent pipeline needs of the community.

West-MEC Facilitators

Stephen Weltsch, *Assistant Superintendent*

Jessica Putton, *Director of Career Services*

Commission Members

Matthew Clark, *Verizon*

Donna Davis, *Expect More Arizona*

Kevin Dumcum, *AZED Pro*

Marcia Edwards, *Mayo Clinic*

Dr. Lara Ferry, *ASU West*

Sintra Hoffman, *WESTMARC*

Christina Oh, *Abrazo Health*

Courtney Ophaug, *Banner Estrella Medical Center*

Mayor Tom Schoaf, *Litchfield Park*

Audrey Skidmore, *MAG*

Preparing Students Today for Tomorrow's Careers

Empower all students to participate fully in the economy by providing and enhancing Career and Technical Education

MEMBERS PRESENT

Community & Industry Representatives: Donna Davis, Expect More Arizona; Mayor Tom Schoaf, City of Litchfield; Audrey Skidmore, MAG; Kevin Dumcum, AZED Pro; Sintra Hoffman, WESTMARC; Marcia Edwards, Mayo Clinic; Matthew Clark, Verizon

West-MEC Attendees: Greg Donovan, Stephen Weltsch, Jack Erb, Spencer Isom, Chris Cook, Jarett Guy, Brian Wright, Jessica Putton, Lizeth Fils-Aime, Rahsaan Bartet, Joel Wakefield, Erica Shumaker and Layne Perales

AGENDA

STANDING ITEMS

- Superintendent's Welcome
 - New Member Introductions

Superintendent Donovan welcomed stakeholders from industry, higher education, and municipalities and thanked them for their input during today's discussion. He welcomed the newest member, Sintra Hoffman, WESTMARC's CEO.
 - MAG's Economic Development Follow-up
 - Greg Donovan, *Superintendent*
- West-MEC's Mission and Vision

Mr. Weltsch opened the meeting with a purposeful focus on West-MEC's WHY - connecting young people to career pathways by providing learners with the technical and professional skills to achieve economic independence. He provided commission members with projected programs and potential employment needs in their industry while welcoming and valuing their input.

 - Stephen Weltsch, *Assistant Superintendent*
- Communications Update

Mr. Cook presented to the group the podcast "Generation Orange" along with the CTE industry supporter's page while highlighting impactful stories the team is currently developing. Thank you for your partnership and expertise as we launch this page.

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- Chris Cook, *PR Administrator*
- Erica Shumaker, *Marketing Manager*

DISCUSSION

- Career Visions – Building Student Aspirations

- Career Trees

Stephen provided an overview of the career tree vision. Alongside the work this year with teachers and program advisory council members to define transferable skills through expanding career opportunities within the student's career field, the tree represents career opportunities at the entry level, middle level and the more professional career all while receiving credentialing opportunities. Thank you for providing your feedback throughout the process.

- Professional Skills Rubric

The professional skills rubric was provided to advisory members. The rubric captures skill sets in addition to technical abilities for students to achieve to achieve economic independence.

- Stephen Weltsch, *Assistant Superintendent*

- Purposeful Development of Student Communication Skills

- Student Ambassador Program

Mr. Guy highlighted the student ambassador program at the Southwest Campus. Student leaders from every program greet guests, articulate learning in the classroom, support campus events and assist with future ambassadors. The goal is to support student growth through leadership and communication skills through action in their community.

- Jarett Guy, *SWC Administrator*

- Mock Interviews

Mr. Wright shared the importance of mock interviews for students across the campus. For those interested in participating, please feel free to contact jessica.putton@west-mec.org

- Brian Wright, *Career Services Coach*

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- West-MEC's Strategic Plan

Mr. Wakefield advised that West-MEC is in the final stages of completion of our current strategic plan. We have received input from staff, community members and students. He spoke on the current strategic priorities, access and equity, diversion and inclusion, quality education experiences, pathways and business and industry partnerships.

– Joel Wakefield, *PD Director*

- Adult Education

Mrs. Fils-Aime provided the group with the Certification, Placement, & Licensure (CPL) Report and asked for feedback from the group to assist with connecting completers into industry.

– Lizeth Fils-Aime, *Adult Ed Director*

- Growing Commission Membership

Thank you for continuing to provide West-MEC with additional leads and ideas for strengthening industry partnerships.

– Spencer Isom, *Business & Govt. Relations*

ENGAGEMENT | <http://west-mec.edu/employer/>

- Meaningful opportunities to be stay connected

- Seeking Industry Partnerships
- Advisory Councils
- Guest Speakers
- Participate in Mock Interviews

– Jessica Putton, *Director of Career Services*