

Executive Summary

Q:
A brief recap or highlights of the entire program review document. (500 words or less)

- Highlight major strengths and weakness.
- Highlight areas for improvement over the next 3-6 years.

Response:

Executive Summary

As a Department, it is our intention to continue to fulfill the goals of the Educational Master Plan as it relates to the Community Outreach portion of our LAVC Mission. Specifically, Job Training strengthens partnerships for economic and workforce development; serves the needs of local business and industry; advances workforce education; meets the needs of the top growing industries in our area; increases revenue through community partnerships and assists with coordinating and obtaining external grant funds.

Our job training will continue to offer the state and local approved training programs: Tool and Manufacturing Academy; LA Fellows; Biotech Bridge Academy and the Metro Bridge Academy as our foundational trainings. In addition, through our Extension program, we will continue to offer the Paralegal and Human Resources as our foundational trainings.

Extension plans to expand our offerings to include Administrative Medical Assisting and Clinical Medical Assisting. We intend to have closer partnerships with our business community so as to design specific, long term, for-credit trainings to advance the skill levels of their employees. We plan to strengthen our partnerships with our WorkSource partners, looking forward to shared workspace in our new Administration and Career Advancement building.

This year, we established the 14 unit Biotech Skills Certificate in coordination with our Biology Department, the LACCD and the State of California. This offering is now on the approved state I-train list.

We will continue to seek grant funding for our program offerings which meet growth industries. We are experienced at securing funding from Federal, State, Local and District avenues.

We will also continue to conduct outreach to new and current businesses and host business seminars and round tables at our college. LAVC has the strongest business outreach in the region of our local nine Community Colleges. We intend to continue that legacy. Through hosting Job Clubs and our Job Fairs, and our non-credit Workforce Readiness Skills Certificate on our campus, we continue to connect job seekers with job opportunities, which is the ultimate goal of our program.

Along with connecting job seekers to job opportunities, we introduce the community to lifelong learning through vocational, as well as traditional educational avenues. Participants are encouraged to enroll in the college and begin their educational path through for-credit offerings and Certificate programs. In addition, participants are encouraged to participate in Cooperative Education, where they will receive credit for internship and work opportunities.

Our Job Training programs offer excellent bridge training opportunities for individuals to "bridge" to job opportunities provided by local businesses. In light of this strength, we plan to market our abilities to assist with the soft skills, job development and job placement responsibilities to assist other departments on campus that have grants that require this strength. Our Job Training Office can take on this requirement piece.

Finally, we look forward to occupying our new space in the Administration and Career Advancement building. We are currently an office in transition, as we are without a full-time Director. By the time we move into the new building, it is our hope that we have clearer direction of who will oversee our office.

Participants

Q: Please indicate the individuals that participated in the completion of this program review.

Response:

Validation Comments for Program

Q:

Response:

During the Program Review process, an organizational restructuring occurred. Dr. Doug Marriott is now the Director of Workforce Training which includes Job Training, Extension, Cooperative Education and the Job Resource Center.

Before Extension can pursue expanding offerings to include Administrative Medical Assisting and Clinical Medical Assisting, it will need to establish need, cost efficiency and no competition with current credit offerings.

*Reviewed. KD

Comments for Review Committees

Q:

Response: