

Spring 2018 Budget Addendum AEBG Quarterly Report for the SBCC Career Skills Institute Program

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Program Name: Career Skills Institute

RE: AEBG: CSI, Year 2 (2017-2018) financial report as of 5.31.18:

Funds expended:

\$7500 on SurfMedia for press releases on Health Professionals Institute, Medical Assistant Graduation, Green Gardener, Career Strategist Badge, at least one dozen calendar listings, and six Nudge and Fills (targeted eblasts to boost attendance in classes with approximately 12-15 people enrolled, approximately one week before the class starts)

Funds encumbered: (stipends that have been submitted where the work is happening during the Summer)

\$2k stipend for Computer Faculty (Norma Eggli) to create narratives in Curricunet to ensure enhanced funding

\$8k stipend for Computer Faculty (Norma Eggli) to redesign curriculum for two of our most commonly issued digital badges (Basic Microsoft Office Skills and Basic Computer Skills). These badges prepare individuals for office-related jobs.

\$5k stipend to create both an Emergency Medical Technician (EMT) Refresher Course and a Skills Lab. This certificate will help individuals studying to become an EMT and will also provide the continuing education units for an individual to maintain their certification. This project is a joint collaboration with our credit campus.

The EMT program at SBCC helps to provide individuals with gainful employment and also serves as a pathway for individuals to become a Paramedic, Certified Nursing Assistant, Medical Assistant, and Restorative Nursing Assistant. The latter two programs fall under SBCC's Career Skills Institute.

Total amount of funds expended plus encumbered funds: \$22,500. In 2017-2018, CSI was awarded just under \$75k by AEBG (Apologies to Corlei that I don't have the exact number in front of me, but it was approx \$74,970.50 awarded).

The bulk of CSI's Year 2 funds (2017-2018) from AEBG will be spent on redesigning computer curriculum for our most-commonly issued digital badges. Again these courses help to prepare individuals for office-related jobs, as well as to deepen skills once basic competence has been achieved.

CSI anticipates that a curriculum redesign will also occur for our Mac Computer Skills digital badge, as well as for our Computer Hardware Fundamentals digital badge.

In addition, AEBG funds would also be used for targeted marketing geared towards individuals who would be able to enter, re-enter, or up-skill within the job market after completing these digital badges. Targeted marketing would include traditional print medium such as the Independent, as individuals with basic computer skills are not likely to discover these classes in an online medium.