

# CAREER EDUCATION NEWSLETTER

## DEAN'S WELCOME

**WELCOME** to the first of many Mission College Career Education (CE) Newsletters! This newsletter will be published each semester with CE Programs highlights, student spotlights, exciting activities, upcoming events, and incredible features of CE faculty and programs.

I am the new Dean of CE Program at Mission College and my first semester was filled with meeting and engaging with the amazing staff, faculty, administrators and CE partners that make CE programs possible for all our students. CE is vital to the community by preparing students for exciting jobs and careers. I look forward to being a part of the continuous growth and success of the CE programs offered at Mission College.

— Jacqueline Escajeda



## ACCOUNTING

Mission College participated in the IRS's Volunteer Income Tax Assistant (VITA) for the third year in a row. College students provided assistance to the community on filing their incomes taxes. Total refunds amounted to \$135K, with more than 70 returns prepared.

Accounting department chair Teresa Thompson presented at the Teachers of Accounting at Two Year Colleges (TACTYC) national conference on the adoption of Online Educational Resource (OER) including free textbooks and supporting materials and on Non-traditional classroom engagement techniques.

Coming up in Accounting is the SAP class! Instructor Jenny Tseng is working hard to develop this new class, which will focus on cloud computing and analytics for accounting. Students will learn theory along with hands-on exercises using SAP By Design and Power BI. These are very marketable skills for the industry.

Based on student's feedback, Accounting has created a flexible CE pathway to accommodate for their busy schedules.

## VITA Statistics

In 2018, Mission College  
Accounting students prepared  
**71 TAX RETURNS**  
and generated



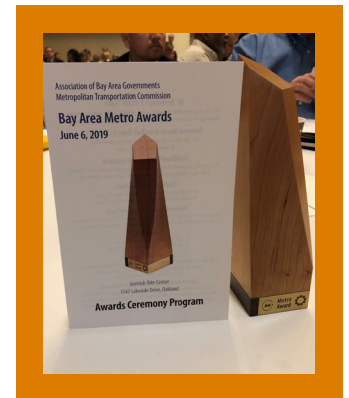
In  
**3 YEARS**  
the program has generated



## APPRENTICESHIP

In Spring 2019, the State of California Government Operations Agency Information Technology (IT) Apprenticeship registered its third cohort of apprentices.

The first cohort completed instruction in August. Approximately 23% of the apprentices from that same cohort were promoted and able to advance into new careers as IT professionals. As an IT Associate, an apprentice can earn up to \$62,000 annually. Although this career change profoundly improves the earning capacity of the apprentices who are part of the program, promotion is not automatic. Upon completion of the program, apprentices must meet qualifications to become IT Associates and follow merit rules in order to promote within the state. Funding of this program is made possible through a federal grant held at Mission College.



## BUSINESS

### Program Overview

The Business Administration core curriculum consists of Business Principles, Business Law, Marketing, Human Relations, Accounting, Finance, Management, and more.

We have two Associate Degree programs and multiple certificates that are designed to allow students to concentrate in a particular area, and are especially useful for persons seeking their first job, or looking to advance their career.

The Mission College's Business Administration curriculum is regularly updated to stay relevant to today's industry standards, ensuring students will be prepared for the ever-changing business world.

### New Business Classes Schedule for the **2019-2020** Academic Calendar

#### **BUS 023** Social Media Marketing

**Fall Semester:** Tuesday Nights 6:30–9:30p.m.

#### **BUS 041** Beginning Business Analytics

**Fall Semester:** Monday Nights 5:30–9:30p.m.

#### **BUS 022** Principle of E-Business

**Spring Semester:** Online

#### **BUS 107** Soft Skills for Project Managers

**Spring Semester:** Monday Nights 6:30–8:40p.m.

#### **BUS 111** Entrepreneurial Mindset

**Spring Semester:** Hybrid Wednesday Nights 6:30–9:40p.m.

### > Student Accomplishments

The Associate in Science in Business Administration for Transfer Degree is the most popular transfer degree at Mission College. Last year, we had over

# 70 STUDENTS

receive this degree and transfer to San Jose State, UC Davis, and other colleges and universities.

### Career Training

Students in the Business Administration program will attain the working knowledge and applicable skills to begin their career in business or further their education by transferring units to a University of California (UC) or California State University (CSU) campus of their choice. Business Students will also have the opportunity to receive college credit internships with our local business company network.

### Student Testimonials—Alexus Kelly

*Alexus Kelly, graduated in Spring 2018 with an AS-T in Business Administration from Mission College.*

The Mission College Business Department really helped me succeed in a variety of ways. The professors made the material relevant and interesting. They took the time to ensure the success of each student. For example, they would check in periodically to see how my transfer process was going; this made me feel supported and showed how much they care.

I felt I was well prepared by my professors at Mission College because the information that I learned is still helping me with my classes at Stanislaus State University.

Business Law was my absolute favorite class at Mission College. I learned so much, and the information truly stuck with me. It even made me consider becoming a lawyer one day. While that class is my favorite, I can say that I enjoyed many courses such as Microeconomics, Macroeconomics, and Accounting 1A. At times, I still refer back to my notes from these classes to refresh my memory and help me understand the more difficult concepts I am learning currently. My experience at Mission College was unforgettable. I credit these positive experiences to my professors and counselors who helped me every step of the way.





## BUSINESS & WORKFORCE

In May 2019, the Mission College Transit Apprenticeship program won a Bay Area Metro Award presented by the Association of Bay Area Governments. This award was in recognition in creating an apprenticeship partnership program with the Santa Clara Valley Transportation Authority (VTA), its Amalgamated Transit Union (ATU) Local 265 and Mission College. Apprenticeship leaders were honored at a special ceremony on June 6, 2019 in Oakland. Since the implementation of the apprentice program 18 months ago, the retention rate for the VTA employees has rocketed from 50% to 95%. This summer over 270 graduates received a Certificate of Achievement in Coach Operator Program and participated in a ceremony celebrating their accomplishments.

<https://www.youtube.com/watch?v=XqarZzJk0aQ>

## CHILD DEVELOPMENT

In November of 2018, the Child Development Department celebrated the retirement of long-time faculty member, **Camilla Weiberg** who served at Mission College for over 13 years. Cam was instrumental in pioneering the changes in our department, which supported student achievement and success. Among these were establishing Child Development courses taught bilingually in Spanish, increasing course offerings taught online, collaboration with the Santa Clara Adult Education to offer Child Development courses at their location, and her management of the California Child Development Training Consortium Grant, which provided stipends for students upon successful completion of their child development courses. A great friend, mentor and colleague, worked with the California Curriculum Alignment Project so that Mission College could offer an AS-T degree option along with our traditional degree to students seeking to pursue their higher education. This spring, of the 43 students that graduated, 30 have earned their AS-T degree.

In April, the city of Santa Clara hosted the **California Association for the Education of Young Children** annual conference and the Child Development Department took that

opportunity to support the professional development of our students. With the support of Strong Workforce funds, we were able to send a group of students to this conference. The students shared their conference experiences with other students by giving presentations in over a dozen classes.

In 2019, 62 Child Development students earned a degree and/or certificate in Child Development. To honor their accomplishments, our department hosted their annual **Celebration of Graduation** for our graduates and their families. Students were presented with a gold circle-of-children pin from the faculty to commemorate the occasion, with those earning a degree receiving a special stole to wear at Commencement.

**We are proud of our students. THEIR success is our success!**

# 62 STUDENTS

earned a degree and/or certificate in Child Development



## COMPUTER APPLICATIONS

Computer Applications Program (CAP) Faculty member Judie Golden wrote two new non-credit courses, Learning the Keyboard and Computers Simplified for Beginning Learners and a non-credit Certificate of Completion, Beginning Computer Skills. These will be offered in Spring 2020.

CAP Faculty will be creating two certificates for the Business Information Worker (BIW) career pathway, BIW 1 and BIW 2. The courses for these are 90% in place, but one more course, Office 365/SharePoint, will be created to be part of the BIW 2 Certificate.

## BUSINESS PROFESSOR

### Participates in Educational Study Program to Cuba

In late May 2019, Wendy Shan, Business Professor and Department Chair, had the opportunity to participate in an educational study program in Havana, Cuba, through the Center of Global Business at University of Maryland. Wendy, along with business faculty from universities such as Iowa State, University of Florida, and Howard University were able to learn about Cuban history, media, economics, health care, and United States-Cuba relations from professors and historians at the University of Havana. They particularly focused on the tourism sector in their discussions of the Cuban economy and analyzed a case study of Airbnb in Cuba. Moreover, Wendy and her colleagues were able to take a walking tour of Old Havana, see the Museum of the Revolution, meet with Cuban entrepreneurs and tour privately owned businesses such as a print shop, clothing company, cigar factory, restaurants, and a dance studio. According to Wendy, the trip to Cuba was "an amazing experience" and

**"...I can't wait to share the case study with my students."**

Wendy will partner with 11 other faculty from universities all over the country on a paper that will be submitted to three conferences by November of this year.

### > Recent Accomplishments & Awards

- **Curtis Pembrook** presented at the following conferences:
  - **International Society of Performance Improvement, Fall 18, Symposium, Wayne State University**  
Title: "Agile Human Performance Improvement"
  - **DevLearn eLearning Conference, Fall 18, Las Vegas**  
Title: "Level-Up! Moving from Instructional Design to Learning Experience Design"
  - **International Society of Performance Improvement, Spring 2019, National Conference**  
Title: "Transformative HPT: The Art of Storytelling in Instructional Design"
- **Curtis Pembrook** helped spearhead the **Third Annual Mission Hack (3.0)** in April 2019.  
More information at <http://tinyurl.com/y69e3h3b>
- **Pat Hudak** received the **Mission College Academic Senate award for Teaching Excellence.**
- **Pat Hudak** helped present the "Associate Faculty of the Year" award to Mission CE Counselor, **Monica Nolasco** at the **Spring 2019 FACCC Policy & Advocacy Conference**
- **CAP Faculty** were represented at the December **Mission College Outreach Day.**
- **CAP Faculty** have been exploring some exciting software that will truly benefit our students:
  - **Knowbly** allows instructors to create interactive widgets that can be implemented in the Canvas LMS.
  - **Badgr**—This will allow students to achieve Industry Certified Digital Badges based on skill completion, course completion or program completion and is easily a part of Canvas.

### > Student Accomplishments

**Scholarships Awarded, Transfers, Employment, ASG Officer, Stellar GPA, etc.**

Former CAP student and Instructional Assistant, Hoang Lai, recently completed his Bachelor of Science degree in Computer Science at CSU -East Bay and will be attending UC Merced in Fall 2019 to pursue a Master of Science in Computer Science.



## CAREER CENTER

### Program Overview

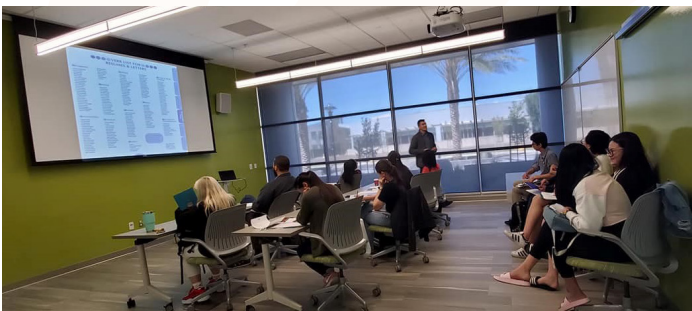
#### Career Center

The Career Center, located on the first floor of the Student Engagement Center (SEC), provides career services in employment, Internship, Apprenticeship, and Work-Study. These are available to students through the College Central Network (CCN).

Sign up here [job.missioncollege.edu](http://job.missioncollege.edu).

#### Other Services Offered Through The Center:

- Employer Networking and Information Sessions
- Dress for Success Services: Offers donated professional attire to student for a great first impression at job interviews
- Job Readiness Program
- Job and Career Fairs
- Student Orientations (Overview of College Central Network)
- Resume and Cover Letter Templates



### Student Accomplishments

This year we had two successful career workshops. Twenty-three students participated in the Career Fair Success Workshop. One-hundred and twenty participated in our Career Fair on May 1, 2019, with over 20 employers present.

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**120 STUDENTS  
& 20 EMPLOYERS**  
participated in our  
**MAY CAREER FAIR**





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## Student Testimonials for the DRESS FOR SUCCESS PROGRAM

My name is Kevin Le, and I am a Microbiology Major at Mission College. I benefited from the Dress for Success Service at the Job Placement Center. The clothes were of high quality and fitted perfectly; the service was excellent, and Andrew was extremely helpful with selecting appropriate styles and matching clothes.





## GRAPHIC DESIGN

The staff and students of the Graphic Design (GDES) and Multimedia Department welcomed nearly 100 attendees, which included 15–20% local industry professionals, to our 2019 Portfolio Exhibition organized by our newest full-time faculty, Jeanine Flores.

Our GDES program represents the wonderful diversity of the Bay Area within our student population. This semester boasted thirty-one students, eight with Bachelor's degrees, four of those having previously earned a Master's degree. Another five of our students have plans to transfer to a four-year university.

This annual portfolio exhibition represented the final capstone course, GDS 85: Professional Design Portfolio and Career Preparation, across two degree programs: **Associate of Science (AS)** in Graphic Arts (2 students) or Graphic Design (16 students), and five certifications: Graphic Arts (1 student), Graphic Design (9 students), Digital Illustration (4 students), Web Development (1 student), and Web Design (2 students). Students interest areas included: Corporate Marketing and Communication, Illustration, UI/UX Design, Web Design and Development, Motion Graphics and Digital Video, Exhibit Design, Photography, and Video Game Development

## HEALTH OCCUPATIONS

On Friday, May 24, 2019, the Health Occupations Department held their Pinning Ceremony for graduating Licensed Vocational Nurses (LVNs) and Registered Nurses (RNs).

Seventy percent of the new RN cohort are enrolled in the concurrent Bachelor of Science in Nursing program with Ohio University.

This year, nursing students will have increased access to Santa Clara Valley Hospital and Health System clinics. These clinical experiences will offer tremendous learning opportunities for our students. The department recently acquired two up-to-date nursing simulation mannequins that will help learning for students.

**70%** of new RN cohort are enrolled in the concurrent **Bachelor of Science** in Nursing program with Ohio University

## HISPANIC SERVING INSTITUTION (HSI)

On Wednesday, May 1, 2019, the Mission College CE department funded a group of 31 students from Santa Clara High School, who are currently taking the Information Technology career pathway, to go on a field trip to the Computer History Museum in Mountain View. These students are currently participating in STEM courses.

The purpose of this field trip was to broaden their perspective in Information Technology and its history. Students engaged in hands-on activities, games, and learned the evolution of technology through time.

Pictures here: <https://www.flickr.com/photos/163891542@N07/sets/72157708725608144/>





## HOSPITALITY MANAGEMENT

### Freeberg Foundation Hospitality Management Scholarship Awardee's.

During the 2013–2014 academic year, the HM program benefited from the most generous endowment of \$250,000 from the Freeberg Foundation. This foundation owns the nearby Plaza Suites Hotel and has been a long time supporter and partner of the HM Program. Recently, the endowment has supported a technology upgrade in the HM facility. Additionally, the Freeburg Foundation supports our students with full and partial scholarships. The image below depicts Bond Patel, from the Plaza Suites, with this year's scholarship winners.

### Special Graduation, 2019

During the spring semester of 2017, the HM department, with the support of the Career Education (CE) Division and the Strong Workforce Grant, these combined efforts provided dedicated training and educational support for select hospitality workers from the Local 19 Hotel and Restaurant Employees Union. The students pictured below diligently completed two years of intensive hands-on training and embedded English as a Second Language (ESL) instruction. May 24, 2019 marked the completion of long days and evenings, dedicated tutoring sessions, and a tremendous overall effort for all constituents involved. These committed and proud students walked across the stage as they received their Fundamental Food Service Skill Certificate from the HM Department at Mission College

