

Details SBD Processing Related

Entity Information

Owner
Dory McQueen
Proposal Name
WF-06326
Name of Entity
State College of Florida, Manatee-Sarasota
Contact
Dory McQueen
Secondary Contact Name
Dory McQueen
Second Contact Title
Sponsored Projects Coordinator
Second Contact Phone
941-752-5387 (tel:941-752-5387)
Azure Folder Name
County
Manatee
RAO
No

Proposal Status
Proposed
Stage
Proposed

Program Requirements

Title: Career Accelerator at State College of Florida, Manatee-Sarasota
Detailed Description
Career Accelerator at State College of Florida, Manatee-Sarasota (SCF) will provide students and the community with a dynamic and sustainable program to deliver necessary employability skills for individuals to compete in today's job market. The program will be designed to assist credit and non-credit students along with individuals seeking re-entry into the workforce with necessary employability skills to meet industry demands using National Association of Colleges and Employers (NACE) competencies, industry knowledge, career coaching, faculty mentorship, experiential learning, internships, and career placement. It will be the result of collaboration between SCF, employers, industry partners, and the region's economic development corporations to ensure students gain the necessary skills to be competitive. The program will serve as an economic driver as it provides an innovative, responsive, quality educational programming that better aligns training to the workforce needs, resulting in community prosperity.

Not exclude unemployed or underemployed
Yes

Support Description

State College of Florida, Manatee-Sarasota (SCF) is submitting the current application and as such, will use the grant to support its programs. SCF will establish, administer, maintain, and enhance the components of the Career Accelerator Program proposal.

The scope of the project activities is within the parameters of the instruction, services and resources provided by Florida College System institutions to students and the community. These efforts strengthen and enhance regional workforce growth and will provide graduates with necessary employability skills to be competitive in the job market.

In a phased approach, all certificate, associate, and bachelor's degree programs will participate with the Career Accelerator Program. Students participating in the non-credit SCF Coding Academy, the 26 West Center, and Lifelong Learning and Workforce Development will directly benefit from the program as well. The Career Accelerator will be integrated with the credit and non-credit offerings through the State College of Florida beyond the duration of the grant. Mastery of the NACE competencies, a key component of the proposal, is recognized as an essential skill by employers across the United States. Students enrolled in the CAP will spotlight this mastery through digital badging and personal branding as they enter the workforce.

Economic Opportunity Description
The Career Accelerator has been developed to address Governor DeSantis's Reimagining Education and Career Help (REACH) Act to remove barriers to education and employment in the workforce and to help Floridians become self-sufficient. Therefore, the Career Accelerator and this grant will focus primarily on students in the workforce education (associate in science) degree programs and will accomplish the completion rates described in the table above. However, it is SCF's intent to institutionalize the Career Accelerator and make it available to all students. Once the Career Accelerator is established and implemented for career and technical education (CTE) students through the grant, SCF will expand the enrollment to students seeking the Associate in Arts or baccalaureate degrees, non-degree seeking and non-credit workforce development students. The table below illustrates additional, expected program growth as the Career Accelerator builds its capacity to support students participating in coursework outside of CTE.

(Please see attached for additional details)

Transferable Skills Description

The Career Accelerator at State College of Florida, Manatee-Sarasota (SCF) prepares future employees and entrepreneurs with transferable, sustainable workforce skills applicable to more than a single employer. According to the National Association of Colleges and Employers (NACE), employers across the country have consistently identified four career readiness competencies, critical thinking, teamwork, professionalism, and communication skills as the most valuable for new hires. The Career Accelerator and its curriculum are designed to provide students and the community with dynamic and sustainable training that will develop necessary career competencies for individuals to compete in today's job market. Employers in the community have specifically indicated that viable candidates for employment are those proficient in the NACE competencies. SCF is uniquely positioned to guide and support students to be competitive in the job market. Integrating metacognitive, problem-solving strategies with instruction through the Career Accelerator will help students master and employ the NACE competencies while earning a degree or certification. Not only will SCF students be academically qualified, they will also be highly qualified in the application of employability skills.

FL Targeted Industries
Yes

Support Public Programs

As with all programs offered by State College of Florida, Manatee-Sarasota, the Career Accelerator will be offered to the public through open-enrollment programming and courses. In addition, the Career Accelerator will use the model of Content Partnerships established with The Power of YOU Job Skills Training to offer programming, courses, and hosting, to employers, non-profit organizations, and community partners. The Career Accelerator will use a phased approach until all students, regardless of student type, are served through the program, during and beyond the life of the grant. Grant funds will be used to fully initiate and implement the program that will address workforce needs.

FL Targeted Industries Description
The Career Accelerator is aligned with Florida's Targeted Industries. By providing explicit, embedded instruction in the NACE competencies in both for-credit and non-credit courses, the CAP ensures SCF students are prepared to excel in Florida's Targeted Industries. According to Enterprise Florida (https://www.enterpriseflorida.com/industries/), Florida's major industries are Aviation & Aerospace, Cleantech, Defense & Homeland Security, Financial & Professional Services, Headquarters, Information Technology, Life Sciences, Logistics & Distribution, and Manufacturing. SCF programs provide courses for students to earn degrees and certificates that are related to these industries.

Description of Criteria Match

As stated in Florida Statute 1004.65 Florida College System institutions; governance, mission, and responsibilities, 5.b. "preparing students directly for careers requiring less than baccalaureate degrees. This may include preparing for job entry, supplementing skills and knowledge, and responding to needs in new areas of technology. Career education in a Florida College System institution shall consist of career certificates, credit courses leading to associate in science degrees and associate in applied science degrees, and other programs in fields requiring substantial academic work, background, or qualification. A Florida System institution may offer career education programs in fields having lesser academic or technical requirements".

Local Match Amount
No

The Career Accelerator proposed by SCF will complement both credit and non-credit workforce offerings. Feedback from local industry and results of national surveys show that career readiness skills are required for successful entrance to the workforce. SCF has based this proposal on these criteria established from our ongoing evaluation processes. The Florida Department of Education (FLDOE) supports career education as a significant collaboration and partnership across both the private and public sectors throughout the state of Florida to improve Florida's workforce.

Local Match Amount Details

Demand Occupation Lists

Yes
Demand Occupation Lists Description
As with Florida's Targeted Industries, the Career Accelerator is aligned with the Statewide and Regional Demand Occupations Lists. Every two years, SCF conducts a Comprehensive Local Needs Assessment (CLNA) to determine if its course and program offerings meet the Career and Technical Education needs of the community. As part of this CLNA, SCF compares courses and programs to the Statewide, Regional, and Local Occupations Demand Lists to ensure Labor Market Alignment. Overwhelmingly, the programs at SCF correspond to those on the Occupation Demand Lists. The embedded Career Accelerator Program supports positive outcomes for students participating in these programs and courses across the six Areas of Interest.

Program Specifics

Existing Program Expansion
Yes
Existing Program Expansion Description
Yes, the Career Accelerator is an expansion of existing training programs. The Career Accelerator will initially support and be integrated with Workforce (AS Degree) Programs. Moving forward, to establish sustainability, the Career Accelerator will complement all degree and training programs currently operating at the State College of Florida. This phased approach will begin during the grant period and continue as the Career Accelerator is institutionalized.

Length of Program
State College of Florida, Manatee-Sarasota (SCF) will provide workforce training through both credit and non-credit curricula. The length of the program will depend on the type of course—credit or non-credit—and the student type—degree seeking, non-degree seeking and non-credit. Although new students will be enrolled in the Career Accelerator during the orientation process, other students may enter the Career Accelerator through other avenues and at other points in their coursework as described in the program description (Question #1). This proposed program will reach both part-time and full-time students who come to State College of Florida and students may start and finish the programming at their own pace to earn the credentials. The Career Accelerator will manage the entry points for all students involved in the program and will provide marketing targeted to encourage completion. Students begin to receive digital badging as they complete up to four competencies. It is anticipated that the proposed program will begin developing curriculum and marketing in January 2024. Through an organizational approach and phased on-boarding for the student types served it is anticipated that students will enroll in the Fall of 2024. (Please see attached for additional details)

Funds from this grant will allow SCF to pilot and implement instruction in critical workplace employability skills to strengthen the pipeline to careers. The Career Accelerator will allow graduates to demonstrate their exceptional skills with NACE competency digital badges in their vitae and as they interview for positions. These universal skills are transferable and sustainable and are valued by all employers. Graduates from the Career Accelerator will be the economic drivers for the community and beyond.

Number Enrolled
1,725

Training Delivery Description

The Career Accelerator will identify appropriate coursework aligned to academic programs and provide NACE competency curriculum that can be administered through the Canvas Learning Management System. Students will be asked to complete at least four of the competencies embedded into the current curriculum or accessed through competency modules. Opportunities to apply the NACE competencies will be available through partnerships with Lifelong Learning & Workforce Development, the SCF Coding Academy, and the 26 West Entrepreneurship Center. The opportunities will provide experiences in job shadowing, experiential learning, internships, and personal branding. Students will participate in various instructional modalities including in-person, online and through Teams.

Number Completers
776

Program Sustainability Description

The National Association of Colleges and Employers (NACE) conducted an extensive survey of employers and identified several areas where employers saw job candidates falling short. The Career Accelerator will provide students and the community with a dynamic and sustainable program that will provide necessary career competencies for individuals to compete in today's job market. SCF is a leader in preparing individuals through credit and non-credit programming in its service region. As a result of this funding, SCF will enhance its portfolio with this high-quality program that complements all college credit certificates, workforce associate programs, the transfer, Associate in Arts degree, bachelor's degrees, and non-credit training programs. The Career Accelerator will be developed and improved in partnership with business and industry advisory councils, local businesses, and college faculty and staff. This on-going partnership will lead to a cycle of continuous improvement to ensure sustainability. (Please see attached for additional details)

Certifications, degrees with CP codes
The Career Accelerator Program will result in digital badges that reflect expertise in NACE competencies. The NACE Competencies that the digital badges represent are recognized by the National Association of Colleges and Employers and by business and industry as essential skills in the workforce. These badges may be awarded upon completion of stand-alone NACE competency modules or as an integrated part of courses included on the Classification of Instructional Programs (CIP) list. The badges will be included on student transcripts and can be included on student vitae. The College projects 776 Career Accelerator completers, however the number of completers in each program cannot be projected. The course completed by those completing the Career Accelerator will vary based on enrollment into credit and non-credit programming at State College of Florida, Manatee-Sarasota. Career Accelerator completion is not contingent on the course or academic programs in which students are enrolled.

Project Ready to Commence

Project Not Ready To Commence Details

Program Begin Date
1/1/2024
Program End Date
12/31/2029
Additional Information

Program Budget

Requested Total
\$3,222,409.00
Source - City / County
\$0.00
Source - Private
\$0.00
Source - Other
\$0.00
Source - Other Details
N/A
Source - Total
\$0

Cost - Equipment
\$0.00
Cost - Personnel
\$1,536,796.00
Cost - Facilities
\$100,000.00
Cost - Training Materials
\$727,069.00
Cost - Tuition
\$0.00
Cost - Other
\$858,544.00

Cost - Other Details
This category will include contracts for video module production, fees for guest speakers, curriculum development, expenses for a series of career fairs for students, career labs, computers for student use. (See attached for additional details)

Cost - Total
\$3,222,409

Detailed Budget Narrative

Please see attached for additional details

Approvals and Authority

Authorized signatory on Board's behalf
Approvals Needed
The Board of Trustees of the State College of Florida, Manatee-Sarasota approves grants and contracts for the college.
Meeting Schedule

Attestation Name of Entity
State College of Florida, Manatee-Sarasota
Attestation Name and Title of Auth Rep
Dr. Carol Probstfeld, President
Attestation Representative Signature

Upload Files
Previously Uploaded
OtherReferences - State College of Florida, Manatee-Sarasota Career Accelerator - 9.23-7.pdf
undefined1.G - Economic Impact - State College of Florida, Manatee-Sarasota Career Accelerator - 9.23-2.pdf
undefined2.D - How and where training delivered - State College of Florida, Manatee-Sarasota Career Accelerator 9.23-3.pdf
undefined2.E - Number of students served - State College of Florida, Manatee-Sarasota Career Accelerator - 9.23-4.pdf
undefined2.F - Length of Program - State College of Florida, Manatee-Sarasota Career Accelerator - 9.23-5.pdf
undefined2.G - Sustainability - State College of Florida, Manatee-Sarasota Career Accelerator - FIJG application - 9.23-6.pdf
undefined4X14-1_181_Grant Applications - President's authority to approve.pdf
undefinedDetailed Description - State College of Florida, Manatee-Sarasota Career Accelerator - 9.23.pdf
undefinedLetters of Support - State College of Florida, Manatee-Sarasota Career Accelerator - 9.23-8.pdf
undefinedSCF Career Accelerator Application - signature page.pdf
undefinedState College of Florida, Manatee-Sarasota - FIJG - Career Accelerator Budget 9.23.pdf
undefinedState College of Florida, Manatee-Sarasota Career Accelerator - FIJG full application - 9.23.pdf

Contract Management
Contract Number

Activity
No past activity. Past meetings and tasks marked as done show up here.

SCF District Board of Trustees meetings will be held September 26, October 31, and December 12th in 2023.

Proposed

WF-06326

Twelve days' notice is required to schedule a special Board of Trustees meeting.

Dr. Carol Probstfeld

Attestation Signature Date

9/6/2023

Record Type	Proposal Status	Contact
Workforce	Proposed	Dory McQue...

Award Year Information

FY22

FY23

FY24

Created By

Dory McQueen

Record Type

Workforce

FY25

FY26

Last Modified By

Dory McQueen

Record Type

Workforce

1. Provide the title and a detailed description of the proposed workforce training.

Title: Career Accelerator at State College of Florida, Manatee-Sarasota

Detailed Description

Career Accelerator at State College of Florida, Manatee-Sarasota (SCF) will provide students and the community with a dynamic and sustainable program to deliver necessary employability skills for individuals to compete in today's job market.

The program will be designed to assist credit and non-credit students along with individuals seeking re-entry into the workforce with necessary employability skills to meet industry demands using National Association of Colleges and Employers (NACE) competencies, industry knowledge, career coaching, faculty mentorship, experiential learning, internships, and career placement. It will be the result of collaboration between SCF, employers, industry partners, and the region's economic development corporations to ensure students gain the necessary skills to be competitive. The program will serve as an economic driver as it provides an innovative, responsive, quality educational programming that better aligns training to the workforce needs, resulting in community prosperity.

According to the *Washington Post* in 2018, only 34% of college graduates have the skills necessary to be promoted. "Many of those skills are soft skills- communication, teamwork, problem solving- that are critical in a quickly shifting job market." According to Frarnam Jahanian, of Carnegie Mellon University, higher education "needs to ensure that we are effectively transferring the skills that will serve students well in our tech-driven and knowledge-based economy." "This includes reimagining curriculum by enhancing digital core competencies and incorporating human skills."

The Career Accelerator will immediately address the concerns of employers who cannot find qualified candidates with employability skills that are critical to the success of their operations. According to Serrata (2020) in the *Community College Journal*, "Community colleges have a long history of bridging the workforce skills gap and successfully making individuals more competitive for employment." Our multitude of technical and academic programs, especially those in workforce education will be key to preparing our nation for the post-pandemic world." This era has impacted the economy leaving a shortage of qualified individuals along with record numbers of employees leaving employment to find their passion as employees have prioritized their work-life balance over other opportunities. During the pandemic when working remotely was required, employees felt empowered to focus on their human needs. As a result, if a company does not meet the employees' needs, the employee will simply find a company that will (Lewis, 2023). The Career Accelerator will work to bridge this gap between employer needs and employee expectations by helping students to build the necessary skills to accompany their academic knowledge while also providing students with relevant experiences so that they can enter the workforce with a greater understanding of the nature of the workplace and the types of employment opportunities that exist.

The Perkins Collaborative Resource Network (PCRN) emphasizes the importance of employability skills as the foundation for a successful career (2022). The importance of these skills is further evidenced by The National Association of Colleges and Employers (NACE) through the results of a survey of employers that identified several areas where employers believe job candidates are falling short. The top eight

areas that need to be addressed for candidates to meet the expectations of potential employers include:

- 1) Problem-solving skills
- 2) Ability to work in a team
- 3) Strong work ethic
- 4) Analytical/quantitative skills
- 5) Communication Skills (written)
- 6) Leadership
- 7) Communication Skills (verbal)
- 8) Initiative

The Career Accelerator will address these areas of concern by providing students with a viable means to obtain academic skills, career pathway knowledge, and employability skills seamlessly through an integrated educational program while attending State College of Florida. There are several core competencies cited by the National Association of Colleges and Employers that make an employee career ready and address the areas of concern identified by employers. The NACE Career Readiness Competencies that will be used as the guiding principles for the proposed program are as follows:

- 1) Career and self-development
- 2) Communication
- 3) Critical Thinking
- 4) Leadership
- 5) Professionalism
- 6) Teamwork
- 7) Technology

The recent, The Power of YOU Job Skills Training, conducted in partnership with CareerSource Suncoast, combined classroom job skills and personal branding training with experiential learning through six-week long internships for 78 middle and high school students in the Bradenton-Sarasota area. The turnkey program had four parts:

1. The Power of YOU Job Skills Training Workshop - Students participated in one of three cohorts for a day of interactive learning including elevator pitches, resumes, interviewing skills, and business etiquette held at the 26 West Center.
2. The Power of YOU Career Fair hosted at the 26 West Center for 18 employers and the student participants.
3. Six-week long internships at local employers during which students completed weekly reflective assignments about expectations, communication styles, financial literacy, and mentoring.
4. Graduation – The 78 students and their parents along with employers and industry partners filled the 26 West Center with over 175 people. The students and parents were elated.

Based on reflective assignments and final evaluations by the students, the top three skills that they said they learned were communication, teamwork, and leadership. This program, and others like it, provides the foundation and proof of concept for the Career Accelerator.

Students' competencies will be addressed in a curricular, co-curricular, and extra-curricular manner with an emphasis on career and self-development, critical thinking, leadership, professionalism, communication (with focus in personal branding and students communicating their value proposition),

teamwork, and technology. By addressing these competencies, in conjunction with academic training, SCF will provide students with the skills to address the aforementioned areas of concern for employers, while giving students the confidence and preparedness to thrive in the workplace. This will be a collaborative effort, undertaken through SCF's engagement with industry, area economic development corporations and internal partners to create the Career Accelerator.

The Career Accelerator will create modules addressing each one of the NACE competencies. Students who participate in this program will be eligible for points towards digital badging, which will be similar to the general education digital badging introduced in 2021 with House Bill 1507. The Bill requires that public postsecondary institutions award students a nationally recognized digital badge upon completion of general education core courses. This digital badging, through the Career Accelerator, will complement the efforts in the general education "Light the Fire" curriculum intended to get students enrolled in courses that align to their career aspirations early in their academic pathway. Students will complete some or all of the modules along with experiential learning opportunities through credit and non-credit programming while earning credentials that can be highlighted through resumes, social media and as appropriate through official SCF transcripts.

In the most recent Global Challenge Insight Report in 2016, which highlights the global employment landscape and regional industry trends, it is stated that "Demographic and socio-economic shifts are expected to have nearly as strong an impact on business models and organizational structures as technological changes." Additionally, in a 2020 literature review in the journal of *Open Engineering*, Fajaryati concludes that, "strengthening employability skills for students is no longer an option, but a necessity that needs to be done by the education system." It is incumbent upon Florida College System institutions not only to prepare students academically, but also to facilitate the introduction of students to the demands of the workforce. Employers need employees to come into the workforce with core skills for positions along with the necessary employability skills to perform and outperform competitors.

The Career Accelerator will focus primarily on students in workforce education (associate in science) degree programs. However, it is SCF's intent to expand the program to four distinct student populations to fully meet the ever-changing demands of the workplace. Once the Career Accelerator is established and implemented for workforce students, SCF will expand the enrollment to students seeking the transfer associate in arts degree or baccalaureate degree. The final phase of internal implementation will be to offer the Career Accelerator to non-degree seeking and the non-credit workforce development students served by SCF. Upon full realization, the Career Accelerator will be offered to regional business as up-skill training for existing employees.

Initially, SCF students who are seeking a certificate or workforce degree will automatically be enrolled in the Career Accelerator after the add/drop period each semester. Students enrolled in the Career Accelerator will receive detailed information about the program and its benefits. During new student orientation, students will take a short career assessment to ensure their intended academic path aligns with their career interests. This assessment will also be available through the MYSCF portal for any student to use. As students begin their SCF experience, they will be assigned a success coach who will guide them through course selection, assist them with the career exploration process, and construct their academic plans using a degree planning tool.

The Career Accelerator will extend SCF's Guided Pathways initiative to create a continuum of structured support that will increase the number of students with positive outcomes including earning credentials,

entering the workforce, and life-long learning in the workforce. This continuum will also incorporate three recently introduced initiatives that are aligned to the goals of the Career Accelerator. **#GetStarted** focuses on career exploration through presenters, panel discussions, and other interactive activities. The **“Light-the-Fire”** curriculum guides students to choose the right courses for their career path. Finally, **#GetHired** is similar to #GetStarted, but it focuses on the transition to career by connecting students with potential employers through presentations and activities that culminate in career fairs at all three SCF campuses.

Guided Pathways is the national initiative that allows colleges to reinvent how they deliver resources and services to their students. According to *Redesigning America’s Community Colleges: A Clearer Path to Student Success*, researchers argue that the “cafeteria college” model that community colleges adopted to dramatically expand access to U.S. higher education during the 1960s and 1970s inadvertently created barriers to student success (2015). As a result, the college has three areas of focus in this work to include:

- 1) Career exploration with academic program alignment
- 2) Faculty mentorship & coaching to support students in reaching career goals
- 3) Support for unprepared SCF students for success in the workplace

The Career Accelerator will work in conjunction with SCF’s Guided Pathways to enhance the overall student experience and the degree of engagement between the student and their future career field.

According to a CCRC (Community College Research Center) paper, *A Strategy for Estimating the Effects of Whole-College Guided Pathways Reforms in Community Colleges (2022)*, “Guided pathways reforms aim to improve both the quality of community college programs and the ways in which students enter and navigate through them toward credential completion, employment, and further education”. SCF envisions Guided Pathways as the academic alignment aspect of career exploration, and the Career Accelerator as the experiential learning and workforce skills aspect of career exploration and workforce preparation. To this end, students will be placed in one of the eight meta-majors described by the Florida Department of Education. At SCF, the language “areas of interest” replaces the verbiage “meta-majors.”

A key component in Guided Pathways is engagement in the student experience. With wrap-around resources, delivered through engagement with Student Success Coaches and faculty mentors, SCF students will become repositioned with their end-goal in mind. As an open-access institution, the college anticipates students who attend SCF may come to the college academically, socially, or emotionally unprepared. The area of interest communities will help with their journey to become successful. This will allow the college to create a student experience that meets students where they are in their development and guide students towards setting SMART (specific, measurable, achievable, relevant, and time-bound) goals towards their own career exploration.

Once students have identified their area of interest, begun to set their academic goals, and have been connected to the academic, financial and social supports offered through Guided Pathways, the Career Accelerator will enable students to connect with other students with similar interests and career goals and engage with faculty and industry professionals in their chosen area. Through the Career Accelerator students will have the opportunity to gain meaningful experience and develop an accurate set of expectations for their future career, well in advance of entering the workforce. Activities for each area

of interest may include workshops, field trips, visits from Industry professionals, college lecture series and other experiences that provide insight into the nature of the work in the field. Some of these experiences will take place in the Career Labs.

Career Labs will be developed to support students in both exploration and training for careers. Two labs will have presentation tools and space, industry specific, hands-on technology, and individual and collaborative workstations that utilize up-to-date, business technology that is applicable across industries. They will be within close proximity to programs that require career-specific technology, such as Business and Technology and Health Sciences, and will be accessible to the Career Accelerator Team and all instructional staff.

These labs will be a place for students and faculty to work together to explore and train for careers, prepare for experiential learning, and strategically reflect on the hands-on experiences (i.e., internships and practicums.) Students will interact with the college's NACE Competency experts and their peers in a workshop setting that includes presentation tools and space and individual and collaborative workstations that utilize up-to-date, business technology that is industry-specific or applicable across industries. In this setting, students and mentors will apply the skills and competencies to their own situations and experiences and compare experiences with peers and experts. These areas will also be used for career-focused presentations and guest speakers and can be used by faculty to with their classes to explore and train on industry tools in a collaborative setting.

Beyond the foundations that are laid for students in Guided Pathways, the development of the Career Accelerator will also further enhance the culture of excellence State College of Florida is seeking in preparing students for the world of work. The Career Accelerator will allow credit students to complete their degree with the necessary employability skills to be competitive. It will allow career changers to use their newfound knowledge to re-enter the workplace, and, for current industry employers looking to re-skill and up-skill their employees, the program will allow these individuals to put their enhanced knowledge to work to benefit their employers.

As the Career Accelerator becomes institutionalized, it will strengthen the nexus between Academic Affairs, Student Services, and Lifelong Learning & Workforce Development while leveraging the services of the 26 West Center, including the Personal Branding Lab and the SCF Coding Academy, to continuously improve outcomes for SCF students and the Manatee-Sarasota community. This mission and work will be the responsibility of three employees.

The Career Accelerator will be led by the Director, Career Accelerator, reporting to the Director, 26 West Entrepreneurship Center. This person will lead the college-wide initiative to prepare students and transition them from college to career. The director will leverage the Florida Guided Pathways initiative and NACE competencies to design, develop, and implement a comprehensive program that will become an institutional practice while achieving measurable, successful career outcomes for SCF students. He/she will oversee design, development, and delivery of programming and work with Academic Affairs on related curriculum, personal branding, experiential learning, and stakeholder communication and engagement to support the goals of the Career Accelerator. He/she will also chair the Career Accelerator Task Force. To inform this work, the Director will join the National Association for Colleges and Employers, to access research and support that is crucial to implementing NACE Competency training. This position will also lead the Career Accelerator Task Force and be responsible for ensuring

the Career Accelerator is aligned to the SCF strategic plan through intentional collaboration across college divisions and through relationships with regional and local industry leaders.

The Assistant Director, Career Accelerator will work closely with the director to facilitate, monitor, and operationalize the implementation of Career Accelerator activities. The person in this position will also join the National Association for Colleges and Employers, coordinate training for SCF staff and faculty who will serve as instructors, NACE curriculum development and integration, the systemic implementation of new software and tools, and student, community, and industry-facing activities within SCF and throughout the community.

The Program Specialist will manage the day-to-day fiscal responsibilities including entering requisitions, tracking budgets, posting programming, setting up Canvas pages, managing the Customer Relationship Management (CRM) tool, and tracking student activities, including managing software designed to connect students with employers. This position will provide support to the Director, Career Accelerator and Assistant Director as well as the Director, 26 West Center, and Executive Vice President and Provost in their roles with the Career Accelerator. The Specialist will maintain databases and collect data related to the program and the grant. This person will coordinate with Information Technology Services to support the use of all software and tools used for the Career Accelerator.

The Career Accelerator will also be supported through the Career Accelerator Task Force with broad participation from across the college to include representation from Academic Affairs, Institutional Effectiveness, Lifelong Learning & Workforce Development, Student Services, and the Experiential Learning Committee. This task force will ensure the program is on-boarded, executed, and sustained throughout the duration of the grant and beyond. Updated curriculum will be vetted through the task force along with appropriate Career and Technical Education program advisory councils and local industry on a yearly basis. For each of its CTE programs SCF has an existing industry advisory council consisting of local industry leaders, college faculty, representatives from local school districts, and representatives from SCF's department of Lifelong Learning and Workforce Development. These existing organizations and businesses, which have demonstrated their commitment to the Career Accelerator through letters of Support (Appendix 1), will be leveraged to provide additional career readiness strategies for its CTE programs and the Career Accelerator.

Internal Stakeholder Roles

The Career Accelerator will be a part of the 26 West Center reporting to the Director, 26 West Entrepreneurship Center, and will partner with the following departments to implement activities:

- SCF Academic Affairs
- SCF Student Services
- SCF Lifelong Learning & Workforce Development
- SCF Coding Academy
- SCF University Partnership Center

By collaborating with internal stakeholders that have shown success and are well established, and focusing on the establishment of new knowledge, and processes within these existing groups the Career Accelerator will demonstrate a return on investment that will ensure systemic institutionalization by the conclusion of the grant.

Stakeholders

Stakeholders may include groups serving as curriculum drivers by providing content for the NACE instructional models and their integration within the areas of interest while other stakeholders will help recruit students for the program. Students will enter and complete the Career Accelerator at any point during their time at State College of Florida. The structure of the Career Accelerator allows for students to revisit modules and continue engagement with activities and workshops throughout their time with the college. Students will be asked to complete at least four competencies which may be embedded in their curriculum. In addition, partnerships with Lifelong Learning & Workforce Development, the SCF Coding Academy and the 26 West Center will be cultivated to offer specialized curriculum, experiences in job shadowing, experiential learning, internships, technical experiences, and personal branding. Students will participate in various instructional modalities to include in-person, online and through Teams. The Career Accelerator will work directly with SCF Academic Affairs to ensure all 30+ CTE workforce programs and general education curriculum towards the associate in arts degree properly embed the NACE competencies within selected coursework that all SCF students are required to complete. The Career and Technical Education state frameworks will be used as a guide to ensure all student learning outcomes continue to be met.

SCF Academic Affairs

The Career Accelerator team will work with SCF Academic Affairs to ensure employability skills align to appropriate credit coursework and meet state frameworks. Detailed descriptions of each competency can be found through the NACE website. The Career Accelerator will focus on seven NACE competencies, which are briefly described in this section.

NACE Competencies

Career and Self-Development

This competency allows for students to focus on themselves and their development. Areas of focus include developing college and career goals and the ability to develop and maintain effective working relationships. Opportunities to support students through career and self-development may include area of interest workshops/seminars, events, and designated coursework such as Strategies for College Success, Career Exploration, Interpersonal Communication and Public Speaking.

Communication

According to NACE Job Outlook, 2023, 95.6% of employers and 96.8% of students cite communication as the most important competency. However, only 46.9% of employers and 79.7% of students rate students as very/extremely proficient in communication. Therefore, in this competency the focus on developing necessary verbal and non-verbal communication will be the focus. Students will learn about active listening along with learning how to frame conversations based on the target audience. In addition, students will learn personal branding skills to enable them to clearly understand and communicate how they can bring value to prospective employers.

Critical Thinking

Many employers imply employees lack critical thinking skills and that they lack the necessary problem-solving skills necessary to compete in a global market. A research paper conducted in an ENC 1101 Written Communication asks students to research various peer-reviewed sources and produce a

thousand-word document, however, many students may not be able to grasp its relevancy to critical thinking skills. Therefore, it is the duty of the program to develop areas of focus on problem-solving skills, multi-tasking, gathering evidence, and processing information to make informed decisions to help develop these necessary skills.

Leadership

There is an adage that there are individuals who lead and there are individuals who follow. It is the expectation for the program to develop individuals who can both follow and lead. This will be provided through inspiring students to seek out opportunities through the program, participating in experiential learning and leveraging their experiences for the benefit of the community. As a result, students will learn to initiate, manage, and evaluate their experiences.

Professionalism

Professionalism is not simply wearing a career suit and being prepared. The development of personal branding will be a key component in the Career Accelerator content and activities. This will include learning how to align with an organization towards employment, as well as demonstrating skills on readiness, consistency, and attention to detail.

Teamwork

In credit and non-credit college coursework the opportunity to participate in groups and demonstrate teamwork is a regular occurrence. However, students may not see the relevancy of group-work to the team environment in the workplace. Students will learn about themselves and how to be a productive member of a team. This may include being a lead member of a team or part of the supporting cast. It is necessary for individuals to learn about their strengths that can be best used by a team.

Technology

Technology has been a buzzword for the last several decades. According to The Midwest Quarterly, *“Gone are the days of the standard eight-hour workday with hierarchical brick and mortar structures. Today, organizations are shifting and preparing for the future of work. We now see flatter structures with increased collaboration between and within organizations, a rise in telecommuting and virtual workspaces, and technology that touches every industry and skill level. Nobody is immune to the effects of technology. To remain competitive in the future, organizations need to prepare for the coming changes”* (Lewis, 2020). As individuals gain skills for the workplace through State College of Florida, it is crucial that they become savvy with technology. Students will not only need to be proficient in discipline technologies, but willing to adapt and embrace innovative technologies in their field. Example: A student majoring in Graphic Design must be proficient in various programs such as Adobe Creative Cloud to include Photoshop and Illustrator, but it is just as important for these students to be willing to utilize new technologies that manage product delivery, virtual reality, and artificial intelligence. State College of Florida is preparing a new type of graduate as it relates to this focus. Further, engaging students with strategies for remote work and virtual meeting environments will be important. Using coursework, modules, and the Coding Academy, the Career Accelerator will be equipped to prepare students to compete in these new environments of work.

Curriculum Design and Development

In the partnership with SCF Academic Affairs, the Career Accelerator will identify appropriate courses within academic programs that will develop connections to NACE competency modules. Programs will work to include select modules directly within coursework or to encourage students to complete the modules as supplemental enhancements to their academic coursework. The modules may be administered through the Learning Management System, Canvas. Canvas will serve as the host for the NACE modules virtual content. SCF Academic Affairs will serve as a curriculum driver.

The SCF Curriculum Development Review (CDR) committee will consider how offerings in SPC 1608 Public Speaking, SLS 1101 Strategies for College Success, SPC 1300 Interpersonal Communication and SLS 1301 Career Exploration will incorporate the NACE competencies into the general education framework. See Appendix 2 for Learning Outcomes for these courses. This curriculum development work will coincide with the development of the general education digital badging frameworks for “**Light-the-Fire**” courses within the eight areas of interest. “Light-the-Fire” courses will be revised to include engaging, experiential activities that will be designed to get students into coursework aligned to their career early in the degree program.

By working with SCF’s Online Learning & Center for Teaching Excellence, the Career Accelerator will offer specialized modules and completion through the existing learning management system. The virtual environment will allow students to access the resources and tools necessary to be successful in the program.

The virtual environment will include:

- Career exploration towards program alignment, **#GetStarted**
 - Career assessments/inventories
 - Short video career clips
 - Artificial intelligence enhancements to assist with student inquiries
 - Presentations and guest speakers from industry experts and alumni
- Career and educational planning
 - Learn and develop a career plan
 - Understand stackable credentials, industry certifications and degree options
 - Use of state supported platforms such as Florida Shines & FLDOE College and Career planning tool
- Employability skills aligned to program curriculum
 - Focus on NACE competencies with online module development on Teams or in-person workshops/seminars
- Personal branding
 - Workshops and programming designed to help students understand how to establish and communicate their personal value, professional best practices, and develop confidence
- Career placement, **#GetHired**
 - Workshops/seminars towards career placement
 - Internship/Experiential Learning experiences including volunteering and field trips (on-campus, off-campus or through study abroad)

Virtual environment content experts and program developers will include those working in Academic Affairs, the 26 West Center, including the SCF Coding Academy, Lifelong Learning & Workforce Development, as well as external stakeholders. Each of these groups will contribute to the development of programming with the consideration of thematic experiences based on areas of interest (meta-majors). The program will employ a wide variety of proprietary software to ensure all employability skills are learned.

Marketing, Communication, and Support

To reach and engage all students and to ensure a robust system at scale, the enhancement of current technology and acquisition of proprietary programming and software will be necessary. The Career Accelerator will leverage technology to implement marketing, communicate with students, provide instruction, facilitate connecting students with experiential learning and career opportunities, and to collect data to ensure SCF can continue to build on and improve.

The Career Accelerator will require marketing to build participation and community awareness. Marketing will be a collaborative effort led by The Digital collective in the 26 West Center working with SCF Marketing and Communications. Among other strategies, marketing will use digital and traditional channels to reach and engage with the targeted audiences.

Student Success Coaches will increase support and advising activities related to employability skills and experiential learning, providing a seamless continuum of support between Guided Pathways and the Career Accelerator. This will require supplemental capabilities and user licenses for our existing Customer Relationship Management System.

Student and community engagement is an integral part of instruction, activities, and interactions in the Career Accelerator.

The internal and external marketing will be conceptualized, created, and executed in the 26 West Center, which includes The Digital Collective, an in-house digital marketing agency and Creative Studio for video and podcasting production, which employs SCF student interns. Internal marketing and communications to students and faculty will include an integrated plan with elements such as a microsite with interactive features including short video clips called "Success in 60-Seconds" and an AI-powered "Ask Me How to Be Successful" chatbot that will provide valuable information to students when they are curious about topics like, "What can I do with a major in Accounting,?", "What is the job outlook for someone in Engineering Technology?", and even "How much can I make if I go into a given field?" AI, in part, will be used to streamline the interface of existing systems such as Career Coach and Handshake. SCF will also employ applications that utilize gamification strategies to keep students engaged at a higher rate, keeping them connected with more opportunities as they become available.

Data analysis related to implementation and outcomes is essential to successfully integrate the Career Accelerator Program into SCF culture, systems, and processes. The short-term, concrete outcomes for the Career Accelerator are mastery of NACE modules and improved graduation rates. Long-term, visionary outcomes include purposeful and meaningful employment and community prosperity. SCF will acquire applications that track student progress during their Career Accelerator journey and beyond as

they join the workforce. These applications also provide an easy system for employers to connect with and recruit Career Accelerator completers, SCF students, and graduates.

Areas of Interest

The Career Accelerator Program and its focus on employability skills will be embedded through the “Areas of Interest” communities for students. The college has categorized each certificate, associate, and bachelor’s degree within these areas of interest listed below.

Areas of Interest: Arts and Humanities, Business & Technology, Education & Public Safety, Health Sciences, Math & Science, and Social Sciences.

Arts & Humanities	
Associate in Science Degrees:	Certificates:
Film Production Technology (Film Making) (2031)	Digital Publishing (3030)
Photographic Technology (Digital Photography) (2044)	Graphic and Web Design (3021)
Graphics Technology (Graphic Design) (2033)	Graphic Design Support (3031)
Music Production (2050)	Live Event Media Production (3024)
Business & Technology	
Associate in Science Degrees:	Certificates:
Business Administration, Accounting/Budgeting Operations Management (2005)	Accounting Applications (3001)
Business Entrepreneurship	Business Management (3010)
Business Administration, Marketing (2007)	Business Management
Business Administration, Management (2006)	Business Operations (3036)
Business Analytics (2049)	Business Specialist (3037)
Business Administration, Risk Management & Insurance Specialty (2046)	Entrepreneurship (3023)
Entrepreneurship (2043)	Marketing (3011)
Hospitality & Tourism Management (2051)	Risk Management and Insurance Operations (3041)
Business Administration and Management (1706)	Computer Programmer (3004)
Bachelor of Applied Science	Computer Programming Specialist (3008)
Supervision and Management (8020)	Information Technology Analysis (3015)
Associate in Science Degrees:	Network Infrastructure (3033)
Computer Information Technology (2012)	Network Security (3007)
Computer Programming and Analysis (2013)	Network Server Administration (3006)
Network Systems Technology (2027)	Network Support Technician (3009)
Technology Project Management (2047)	Advanced Lean Manufacturing (3035)
Computer Information Technology (2012)	Alternative Energy (3002)
Construction Management Technology (2039)	Automation (3034)
Construction Management Technology Articulated (1739)	Computer Aided Design and Drafting (3017)
Engineering Technology (2040)	Electronics (3018)
	Engineering Technology Support Specialist (3016)
	Green Belt Six Sigma (3031)
Health Sciences	
Associate in Science Degrees:	Certificates:

Occupational Therapy Assistant (2020)	Leadership in Health Care (4006)
Physical Therapist Assistant (2022)	Health Care Services (3039)
Radiography (2023)	
Radiography, ARRT Articulated (2041)	
Dental Hygiene (2029)	
Health Services Management (2048)	
Nursing (Articulated to B.S. Degree) (2019)	
Nursing Transition Program (Articulated to B.S. Degree) (2025)	
Bachelor of Applied Science:	
Health Services Administration (8002)	
Bachelor of Science:	
RN-BSN., Nursing (8019)	
Education & Public Safety	
Associate in Science Degrees:	Certificates:
Criminal Justice Technology (2014)	Criminal Justice Technology Specialist (3029)
Fire Science Technology (2016)	Homeland Security Specialist (3032)
Science & Technology	
Early Childhood Education	
Bachelor of Science Degrees:	
Public Safety and Emergency Management (8008)	
Early Childhood Education (8005)	
Elementary Education, K-6 (8024)	
Exceptional Student Education, ESE (8025)	
Math & Science	
Associate in Science Degree:	Certificates:
Biotechnology (2042)	Biotechnology Specialist (3028)
Social Sciences	
Associate in Science Degree:	Certificates:
Paralegal/Legal Assisting (2018)	Paralegal/Legal Assisting (4004)
All Areas of Interest – Associate in Arts Degree	

SCF Student Services

As students complete the Career Accelerator requirements, the Registrar’s Office will work with the Career Accelerator team to post digital badges and appropriate transcript designations. Once a student reaches successful completion of four competencies through academic modularized curriculum and/or extra-curricular activities, they will be awarded digital badges. This will drive students to embrace the program and promote it through platforms such as LinkedIn and other career related media. In addition, after the fourth competency is completed, students will earn designations on their official transcript through the Office of the Registrar (as appropriate). As additional competencies are mastered students are rewarded with digital badges that are recognized by local industry.

Throughout the on-boarding process, Student Services will provide career focused assessments through new student orientation and guidance on appropriate course selection with the focus on the end goal of

“career” when working with success coaches through the College and Career Success Office. These coaches provide assistance to students in developing individual education plans in A.S., A.A., and college-credit certificate programs, and explore career options to help them achieve their academic, professional and personal goals. This model ensures that all students have ready access to advising and coaching services based on their area of interest.

The Career Accelerator will formalize the collaborative efforts between SCF’s Academic Affairs, Student Services, and Lifelong Learning and Workforce Development divisions with **#GetHired**. The college designed the **#GetHired** series to support students towards career preparedness and career placement upon graduation. The progressive interactive workshops for students include personal branding, resume writing, effective career search techniques, secrets to interview success and salary negotiation. The series culminates with a college wide career fair each semester open to all students, alumni, and community. This initiative has been piloted during the 2022-2023 academic year. Student Services has marketed the series through internal communications. As the series grows, it will be open to all students enrolled through the Career Accelerator. The Career Accelerator will enhance these activities and grow additional digital badging opportunities through the series. **#GetHired** will also be available through a virtual platform in the Career Accelerator.

SCF Lifelong Learning and Workforce Development

As a division at State College of Florida focusing on the workforce development side of the institution, SCF’s Lifelong Learning and Workforce Development will provide critical assistance for the development and guidance of the Career Accelerator. This division has direct connections with local industry and through these connections has significant knowledge of the workforce’s needs. The members of this team serve on the Career and Technical Education advisory councils, for all SCF programs, and contribute to the development of internships and experiential learning opportunities. These relationships not only allow the college to work with local industry to meet the needs of local business and industry, they also allow the college to provide industry leaders input into the process of enhancing regional workforce development.

The Role of Experiential Learning in the Career Accelerator

Addressing the needs of the community through relationships with business and industry is a key driver for the development of the Career Accelerator. One means of engaging local industry and addressing its needs is to create meaningful experiential learning for SCF students. In this way, SCF graduates enter the workforce armed with real world experience and a clear understanding of the expectations of employers. As such, the college has an on-going goal to increase the number of internships and experiential learning opportunities for its students. SCF has leveraged an array of existing resources for this effort. Students who participate in an internship/experiential opportunity will earn digital badges that will indicate to employers that they have mastered important employability skills. They can also add the experience to their resume. The Experiential Learning Coordinator will work with local and industry partners to ensure NACE best practices are embraced and embedded in paid internships, transitioning interns to full-time employment and mentorship relationships between lead employees and SCF interns in the workplace

The College’s Committee on Experiential Learning will continue to serve as support to the Experiential Learning Coordinator and the CAP. Providing opportunities for input and involvement from a variety of

departments through this committee, will emphasize internships and experiential learning at the college and aligns the work to the vision of the CAP.

The Career Accelerator will expand on the work of the college and cultivate a larger, more diverse pool of opportunities for students. In many cases, this will be done by working with faculty and Career & Technical Education program directors to identify opportunities and connect students to that work (i.e., Health Professions, Graphic Design, etc.). In addition, the Career Accelerator will be a part of the 26 West Center which includes, The Digital Collective, will offer internship opportunities for students in the in-house digital marketing agency. It will also partner with the SCF Coding Academy, which offers technical experiences along with the opportunity for students to grow through teaching others. The SCF Study Abroad program provides another experiential learning opportunity in which students engage in global perspectives within their line of work and be a more prepared and competitive applicant for employment upon return from the experience. The Career Accelerator, through a wide variety of experiential learning opportunities, will assist students in cultivating their employability skills through participation in the program.

At the onset of an internship or experiential learning experience, students who were not initially engaged through other means will be enrolled in the Career Accelerator. Student interns will be required to complete at least four competencies prior to their experience. During the 2021 academic year approximately 1,481 students benefited from experiential learning curricular components outside of classroom experiences, including service learning, applied research, formal mentoring, external internships, and other experiential learning opportunities. To address the results from a recent survey of area employers which indicated applicants lack the necessary employability skills, the Career Accelerator proposes to emphasize experiential learning by increasing the number of students taking advantage of these opportunities. Students will be incentivized to participate in these experiences using digital badging, student stipends for internships with local and remote businesses, and transcript designations.

Furthermore, SCF works closely with the school districts in the development of a seamless transition to SCF certificates and degrees for students attending a career and technical college. The Manatee County School District and State College of Florida have embraced a shared role to meet these ever-changing demands. With this partnership, students entering from a vocational direction will also be enrolled in CAP. Another key partner is the Bradenton Area Economic Development Corporation, which has located its operations in the 26 West Center on the SCF Bradenton campus. This partnership provides a direct pipeline to local employers. In addition to employers benefiting from new applicants being better prepared to excel in the workplace, the Career Accelerator will facilitate communication about the vision and intended outcomes of the activities, increasing awareness of digital badging. Employers may also benefit from the tools and strategies developed in the Career Accelerator for their incumbent workforce through contracted NACE training opportunities. Beyond the grant period, the work of the Career Accelerator will serve as the catalyst for workforce development offerings to stimulate the growth of local industry through career readiness.

26 West Center

The 26 West Center is an innovation hub located at State College of Florida. It includes seven revenue-generating business units that provide services for entrepreneurs and small business owners as well as experiential learning opportunities for students. Both credit or non-credit students participating in the Entrepreneurship Academy, Personal Branding Lab, the Student Incubator and The Digital Collective will

be directly enrolled into Career Accelerator. The 26 West Center will provide curriculum and instruction for NACE competencies and open an additional path to Career Accelerator enrollment.

Entrepreneurship Academy provides access to hands-on learning through non-credit bearing classes taught by entrepreneurs for entrepreneurs. The Entrepreneurship Academy offers workshops, classes, and short courses designed for entrepreneurs and small businesses owners. Workshops include Small Business and Entrepreneurship Essentials, Social Media Marketing for Small Businesses, How to Fund Your Business, and How to Start Your Non-Profit.

Personal Branding Lab provides personal and professional development for career success. The Personal Branding Lab is a foundational element of the Career Accelerator. It provides content and programming for students in collaboration with Student Services, Academic Partnerships, and Lifelong Learning and Workforce Development. Workshops include Creating Your Personal Brand, Translating Your Personal Brand to a Resume and Cover Letter that get noticed, 8 Places to Look for Your Dream Job, 10 Secrets to Interview Success, and How to Negotiate and Accept the Right Job Offer.

The Student Incubator is home to the SCF Entrepreneurship Club. The Student Incubator provides space and support for students that have or want to start a business as well as those that want to explore entrepreneurship in a casual, no-risk environment. Opportunities such as the Pitch Showcase are available to Career Accelerator enrollees. This is a pitch competition in which participants pitch their new business ideas to Investor Judges and compete for seed money. Participants receive the opportunity to participate in the business services offered by the 26 West Center at reduced prices.

The Digital Collective is the 26 West Center in-house digital marketing agency. The Digital Collective provides digital marketing services including website development, graphic design, social media content, email newsletters, video, podcasting, and digital advertising for businesses and non-profits for a fee. Client engagements include multi-million-dollar companies as well as start-ups in technology, insurance, healthcare, retail, and hospitality.

SCF Coding Academy

The Coding Academy will also provide curriculum and instruction and a path engaging in the Career Accelerator program. Students who enroll in the SCF Coding Academy during the duration of the grant will receive complimentary programming and digital badging.

The SCF Coding Academy will offer opportunities for students to meet the NACE competency in Technology through the successful completion of in-person or virtual programming. The SCF Coding Academy will be a curriculum driver for the Career Accelerator due to its work with the certificates and associate programs in technology. These programs provide a structure for the SCF Coding Academy to guide and prepare students for industry credentials. While the SCF Coding Academy provides support to sit for third party examinations, non-credit technology offerings, and coursework for local employers, it is the Career Accelerator that will provide students working in this academy with the employability skills to be competitive in this fast-paced and demanding work environments. Following are the credit and non-credit programs in technology:

<i>Science & Technology</i>	
Associate in Science Degrees:	Certificates:

Computer Information Technology (2012)	Graphic and Web Design (3022)
Computer Programming and Analysis (2013)	Graphic Design Support (3021)
Network Systems Technology (2027)	Computer Programming Specialist (3008)
Technology Project Management (2047)	Information Technology Analysis (3015)
Graphic Design Technology (2033)	Network Infrastructure (3033)
	Network Security (3007)
	Network Server Administration (3006)
	Network Support Technician (3009)
	Computer Programmer (3004)
Coding Academy (non-credit) Programs	
Cyber Security Specialist	Systems Support Specialist
Cyber Security Technician	Jr. Cloud Specialist
Python Data Specialist	UX/UI Web Developer
AWS Cloud Integration Specialist	CompTIA A+, Net+, Security+ & Cloud Essentials
Full Stack Web Developer	
Drone Safety Specialist	

SCF University Partnership Center

The University Partnership Center extends transfer exploration and coaching activities for educational partners beyond State College of Florida. The center provides the option for students to explore SCF articulations with other institutions of higher education. Partners that have articulation agreements with SCF will be asked to promote the necessity of employability skills and encourage participation in the Career Accelerator. University partners are interested in qualified students holding the associate degree with critical tracking coursework and experiences that lead students towards success in the job market. Partners can participate in “area of interest” communities, support students seeking career support and involvement in transfer/career fair opportunities.

Awareness

All members of the college community will be made aware of the program through a variety of channels. Students who are working toward a degree or are non-degree seeking at SCF will receive communications through the on-boarding process by the Student Services team. Professionals with the college who work directly with middle and high school students will promote and explore the Career Accelerator when running “stepping-up” workshops for secondary students advancing to the next grade. This will allow for students in these younger grades to gain exposure to additional strategies towards their career development. As for non-credit students or employees referred by their employer, they will receive communications directly from the Career Accelerator.

The Digital Collective, in collaboration with the SCF Marketing and Communications team, will create and implement a comprehensive marketing plan including a marketing strategy plan, graphic design elements, microsites, social media content (text, video, photos, blogs, and podcast), SMS messaging, and other digital touch points.

The college will provide communication to its faculty and staff through Faculty Convocation, Faculty Professional Development days and All College days. All members of the SCF community are encouraged to refer students to enroll.

1.B. Describe how the proposal supports programs at state colleges or state technical centers.

State College of Florida, Manatee-Sarasota (SCF) is submitting the current application and as such, will use the grant to support its programs. SCF will establish, administer, maintain, and enhance the components of the Career Accelerator Program proposal.

The scope of the project activities is within the parameters of the instruction, services and resources provided by Florida College System institutions to students and the community. These efforts strengthen and enhance regional workforce growth and will provide graduates with necessary employability skills to be competitive in the job market.

In a phased approach, all certificate, associate, and bachelor's degree programs will participate with the Career Accelerator Program. Students participating in the non-credit SCF Coding Academy, the 26 West Center, and Lifelong Learning and Workforce Development will directly benefit from the program as well. The Career Accelerator will be integrated with the credit and non-credit offerings through the State College of Florida beyond the duration of the grant. Mastery of the NACE competencies, a key component of the proposal, is recognized as an essential skill by employers across the United States. Students enrolled in the CAP will spotlight this mastery through digital badging and personal branding as they enter the workforce.

1.C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

The Career Accelerator at State College of Florida, Manatee-Sarasota (SCF) prepares future employees and entrepreneurs with transferable, sustainable workforce skills applicable to more than a single employer. According to the National Association of Colleges and Employers (NACE), employers across the country have consistently identified four career readiness competencies, critical thinking, teamwork, professionalism, and communication skills as the most valuable for new hires. The Career Accelerator and its curriculum are designed to provide students and the community with dynamic and sustainable training that will develop necessary career competencies for individuals to compete in today's job market. Employers in the community have specifically indicated that viable candidates for employment are those proficient in the NACE competencies. SCF is uniquely positioned to guide and support students to be competitive in the job market. Integrating metacognitive, problem-solving strategies with instruction through the Career Accelerator will help students master and employ the NACE competencies while earning a degree or certification. Not only will SCF students be academically qualified, they will also be highly qualified in the application of employability skills.

1.D. Describe how this proposal supports a program that is offered to the public.

As with all programs offered by State College of Florida, Manatee-Sarasota, the Career Accelerator will be offered to the public through open-enrollment programming and courses. In addition, the Career Accelerator will use the model of Content Partnerships established with The Power of YOU Job Skills Training to offer programming, courses, and hosting, to employers, non-profit organizations, and community partners.

The Career Accelerator will use a phased approach until all students, regardless of student type, are served through the program, during and beyond the life of the grant. Grant funds will be used to fully initiate and implement the program that will address workforce needs.

1.E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

As stated in Florida Statute: 1004.65 Florida College System institutions; governance, mission, and responsibilities, 5.b. *“preparing students directly for careers requiring less than baccalaureate degrees. This may include preparing for job entry, supplementing skills and knowledge, and responding to needs in new areas of technology. Career education in a Florida College System institution shall consist of career certificates, credit courses leading to associate in science degrees and associate in applied science degrees, and other programs in fields requiring substantial academic work, background, or qualification. A Florida System institution may offer career education programs in fields having lesser academic or technical requirements”*.

The Career Accelerator proposed by SCF will complement both credit and non-credit workforce offerings. Feedback from local industry and results of national surveys show that career readiness skills are required for successful entrance to the workforce. SCF has based this proposal on these criteria established from our ongoing evaluation processes. The Florida Department of Education (FLDOE) supports career education as a significant collaboration and partnership across both the private and public sectors throughout the state of Florida to improve Florida’s workforce.

1.F. Does the proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes, the Career Accelerator and its program welcome all unemployed and underemployed individuals to participate in the programs and services. SCF is an open access institution and serves both credit and non-credit students with many access points to participate in the program.

1.G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Plus include the number of programs completed anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

SCF
Career Accelerator Program
Course & Program Completers

The Career Accelerator will grow during the project, as reflected by the table below:

Program Year	Enrollees	CAP Completers
Year 1	75	34
Year 2	150	68
Year 3	300	135
Year 4	600	270
Year 5	600	270
Total for Grant Period	1,725	776

The table shows the projected number of students enrolled in the Career Accelerator and the projected number of program completers. Program completers are individuals who have earned a digital badge for mastering at least four NACE Competencies.

The Career Accelerator has been developed to address Governor DeSantis’s Reimagining Education and Career Help (REACH) Act to remove barriers to education and employment in the workforce and to help Floridians become self-sufficient. Therefore, the Career Accelerator and this grant will focus primarily on students in the workforce education (associate in science) degree programs and will accomplish the completer rates described in the table above. However, it is SCF’s intent to institutionalize the Career Accelerator and make it available to all students. Once the Career Accelerator is established and implemented for career and technical education (CTE) students through the grant, SCF will expand the enrollment to students seeking the Associate in Arts or baccalaureate degrees, non-degree seeking and non-credit workforce development students. The table below illustrates additional, expected program growth as the Career Accelerator builds its capacity to support students participating in coursework outside of CTE.

The metrics used to measure the success of the proposed Career Accelerator for SCF’s associate in science degree programs include number of students enrolled in the Career Accelerator, the number of students earning a digital badge by mastering a minimum of four NACE competencies (“completers”), and the number of graduates with digital badging.

**SCF Career Accelerator Program
Plan to Implement Systemic Institutionalization**

Timeline	Participants/Completers
Spring-Summer 2024	Organizational time/hire/training/onboard tracking/reporting/develop programming
2024-2025	Enroll students based on new SCF applications (focused on Workforce/AS degrees) Enroll students registered in Student Life Skills (SLC) courses as appropriate Review and supplement coursework in AS programs (Curriculum Development Review Team - CDR)
2025-2026	All AS programs offer NACE competencies Increase previously initiated enrollment of student groups

	Enroll non-degree seeking workforce students. Enroll non-credit students from SCF Coding Academy, 26 West Center, Lifelong Learning & Workforce Development
2026-2027	Increase previously initiated enrollment of student groups Enroll students based on new SCF applications (non-degree seekers) Enroll students registered in Public Speaking Courses (SPC) Review and supplement coursework in AA programs (CDR)
2027-2028	All AA programs offer NACE competencies. Increase previously initiated enrollment of student groups Contract with local businesses to provide NACE training for their employees (revenue generating program)

Regional Economic Impact

An economic analysis of SCF’s impact on its service area conducted in 2018 shows that the College has a total annual impact of \$432.4 million, which represents 1.5 percent of the total regional economy.

SCF plays a significant role in the local economy and creates value in many ways. It generates more in tax revenues than it takes. College is key in helping students increase their employability. It serves a range of industries, supports local businesses, and is an important employer in the region. Students benefit from increased earnings, taxpayers benefit from a stronger economy and lower social costs, and the community benefits from increased job and investment opportunities, higher business revenues and an eased tax burden. For every dollar of taxpayer support, the taxpayers see a cumulative return of \$6.50 over the course of students' careers and for the graduates, they will realize a 16.6% average rate of return on their educational investment, recovering all costs (including tuition, fees, loan repayment and forgone wages) in 8.6 years. The remaining work years of a career that typically extends 35+ years all generate “bonus” earnings for the student. In addition, 95 percent of SCF graduates remain in Florida after completing their degree. The Career Accelerator will further strengthen the value of its degrees and allow the college to play a larger role in the success of the region and the state.

In addition to the value added to the SCF degrees, the Career Accelerator will increase engagement, increasing the likelihood that students will earn credentials and graduate. When wages of workers with only a high school diploma are compared to those with associate degrees, those with the AA earn nearly \$150 more each week. Additionally for these groups, the unemployment rate is more than 1.5% lower for those with associate degrees. (Bureau of Labor Statistics.) Similarly, equating the impact of increasing experiential learning on increased graduation rates and future employment is more difficult to quantify, however, it can easily be understood that experiential learning enhances the likelihood of completing degrees and gaining employment. Experiential learning engages students in what they are learning in the classroom and provides a deeper understanding of how technical skills are applied in the field. Thus, students are more likely to complete degrees and employees who have participated in experiential learning are far better prepared than peers without these experiences, accelerating their rate of promotion and increasing job satisfaction.

2.A. Is this an expansion of an existing training program? If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

Yes, the Career Accelerator is an expansion of existing training programs. The Career Accelerator will initially support and be integrated with Workforce (AS Degree) Programs. Moving forward, to establish sustainability, the Career Accelerator will complement all degree and training programs currently operating at the State College of Florida. This phased approach will begin during the grant period and continue as the Career Accelerator is institutionalized.

Funds from this grant will allow SCF to pilot and implement instruction in critical workplace employability skills to strengthen the pipeline to careers. The Career Accelerator will allow graduates to demonstrate their exceptional skills with NACE competency digital badges in their vitae and as they interview for positions. These universal skills are transferrable and sustainable and are valued by all employers. Graduates from the Career Accelerator will be the economic drivers for the community and beyond.

2.B. Does the proposal align with Florida’s Targeted Industries?

The Career Accelerator is aligned with Florida’s Targeted Industries. By providing explicit, embedded instruction in the NACE competencies in both for-credit and non-credit courses, the CAP ensures SCF students are prepared to excel in Florida’s Targeted Industries. According to Enterprise Florida (<https://www.enterpriseflorida.com/industries/>), Florida’s major industries are Aviation & Aerospace, Cleantech, Defense & Homeland Security, Financial & Professional Services, Headquarters, Information Technology, Life Sciences, Logistics & Distribution, and Manufacturing. SCF programs provide courses for students to earn degrees and certificates that are related to these industries.

2.C. Does the proposal align with an occupation on the Statewide Demand Occupations List and/or the Regional Demand Occupation List?

As with Florida’s Targeted Industries, the Career Accelerator is aligned with the Statewide and Regional Demand Occupations Lists. Every two years, SCF conducts a Comprehensive Local Needs Assessment (CLNA) to determine if its course and program offerings meet the Career and Technical Education needs of the community. As part of this CLNA, SCF compares courses and programs to the Statewide, Regional, and Local Occupations Demand lists to ensure Labor Market Alignment. Overwhelmingly, the programs at SCF correspond to those on the Occupation Demand lists. The embedded Career Accelerator Program supports positive outcomes for students participating in these programs and courses across the six Areas of Interest.

2.D. Indicate how the training will be delivered and where.

The Career Accelerator will identify appropriate coursework aligned to academic programs and provide NACE competency curriculum that can be administered through the Canvas Learning Management System. Students will be asked to complete at least four of the competencies embedded into the

current curriculum or accessed through competency modules. Opportunities to apply the NACE competencies will be available through partnerships with Lifelong Learning & Workforce Development, the SCF Coding Academy, and the 26 West Entrepreneurship Center. The opportunities will provide experiences in job shadowing, experiential learning, internships, and personal branding. Students will participate in various instructional modalities including in-person, online and through Teams.

The Career Accelerator will work directly with SCF Academic Affairs to work toward embedding the NACE competencies in all 30+ CTE workforce programs and in the associate in arts degree general education curriculum in which all SCF students are enrolled. The Curriculum Development Review (CDR) team will consider how offerings in SPC 1608 Public Speaking, SLS 1101 Strategies for College Success, SPC 1300 Interpersonal Communication and SLS 1301 Career Exploration may include the NACE focus in the general education framework. The CTE state frameworks will be used as a guide to ensure all required student learning outcomes continue to be met. The CTE state framework webpage can be found at: <https://www.fldoe.org/academics/career-adult-edu/career-tech-edu/curriculum-frameworks/2022-23-frameworks/>. By working with SCF's Online Learning & Center for Teaching Excellence, the Career Accelerator will design specialized modules that can be completed through Canvas, the existing Learning Management System. Content experts and program developers will include faculty and staff from all divisions including those working in Academic Affairs, the 26 West Entrepreneurship Center the Center for Teaching Excellence, the SCF Coding Academy, Lifelong Learning & Workforce Development, and external stakeholders. Each of these groups will contribute to the development of program content with the consideration of thematic experiences throughout the program based on areas of interest (meta-majors). Further, students in The Digital Collective in the 26 West Center will create content for the modularized approach students will access content, and communicate with peers, mentors, business and industry stakeholders and potential employers through programs and tools described in the program description (Question #1). The content developed will be vetted through the taskforce and appropriate CTE program advisory councils and local industry on a yearly basis. The approach will allow students to start and complete the programming at any point.

Degree Programs

Credit certificates, workforce degrees, the transfer degree and bachelor's degree programs with associated Career Accelerator curriculum may meet face-to-face, blended, or through GoLive (via Teams) on all college campus sites.

SCF Bradenton 5840 26 th Street West Bradenton, FL 34207	SCF Venice 8000 S. Tamiami Trail Venice, FL 34293	SCF Lakewood Ranch 7131 Professional Parkway East Sarasota, FL 34240
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Non-Credit Programs

The programming will be phased with a location of SCF Bradenton as the hub followed by SCF Venice and SCF Lakewood Ranch. Whether students take courses at one of the SCF campuses or online, the rigor of the curricula is the same and prepares students with the requisite skills and knowledge to meet the needs of employers in the region.

2.E Indicate the number of anticipated annual enrolled students and completers in the proposed programs.

The Career Accelerator will grow during the project, as reflected by the table below:

Program Year	Enrollees	CAP Completers
Year 1	75	34
Year 2	150	68
Year 3	300	135
Year 4	600	270
Year 5	600	270
Total for Grant Period	1,725	776

The table shows the projected number of students enrolled in the CAP and the projected number of program completers. Program completers are individuals who have earned a digital badge for mastering at least four NACE Competencies.

2.F. Indicate the length of program (e.g. quarts, semesters, weeks, etc.) including anticipated beginning and ending dates.

State College of Florida, Manatee-Sarasota (SCF) will provide workforce training through both credit and non-credit curricula. The length of the program will depend on the type of course—credit or non-credit—and the student type—degree seeking, non-degree seeking and non-credit. Although new students will be enrolled in the Career Accelerator during the orientation process, other students may enter the Career Accelerator through other avenues and at other points in their coursework as described in the program description (Question #1). This proposed program will reach both part-time and full-time students who come to State College of Florida and students may start and finish the programming at their own pace to earn the credentials. The Career Accelerator will manage the entry points for all students involved in the program and will provide marketing targeted to encourage completion. Students begin to receive digital badging as they complete up to four competencies.

It is anticipated that the proposed program will begin developing curriculum and marketing in January 2024. Through an organizational approach and phased on-boarding for the student types served it is anticipated that students will enroll in the Fall of 2024.

Credit Program Lengths

Programs	Full Time	Total Credits	Program Length	Months
Associate in Science	Full Time	60	Two academic years	20-24
Associate in Arts	Full Time	60	Two academic years	20-24
Bachelor’s in Science/Bachelors in Applied Sciences	Full Time	120	Four academic years	44-48

Taking courses on a part-time basis lengthens the time it takes to earn a degree. Part-time enrollment works better for some populations including those who need to work to pay for school and living expenses.

Programs	Part Time	Total Credits	Program Length	Months
Associate in Science	Part Time	60	Three academic years	32-36
Associate in Arts	Part Time	60	Three academic years	32-36
Bachelor's in Science/Bachelors in Applied Sciences	Part Time	120	Five academic years	56-60

Certificate programs vary in length, from 9 credits to 30 credits. Many certificates are considered stackable credentials as part of the associate in science degree programs.

Programs	Total Credits	Program Length	Months
College Credit Certificates	9	Up to one year	4-12
College Credit Certificates	12	One academic year	8-12
College Credit Certificates	15	One academic year	8-12
College Credit Certificates	18	One academic year	8-12
College Credit Certificates	21	One academic year+	12-16
College Credit Certificates	24	One academic year+	12-16
College Credit Certificates	27	One academic year+	12-16
College Credit Certificates	30	One academic year+	12-16

Non-Credit Program Lengths

The non-credit programming through the 26 West Entrepreneurship Center and the SCF Coding Academy will vary in length as on-demand programming is created immediately to meet student and local industry demands. This programming will focus on competencies in career and self-development, communication, critical thinking, leadership, professionalism, teamwork, and technology.

26 West Center

Examples:

Program	Program Length	Months
Small Business & Entrepreneurship Essentials		n/a
Job Search Masterclass		n/a

Networking Made Easy	Approximately 6 - 15 hours of content per program	n/a
Creating Your Online Personal Brand		n/a
How to Use Influence and Power		n/a

SCF Coding Academy

Examples:

Program	Program Length	Months
Intro to Cybersecurity	30 hours	1.5
IT Specialist with CompTIA A+	48 hours	2
Network specialist with CompTIA Network+	48 hours	3

2.G Describe the plan to support the sustainability of the program after grant completion.

The National Association of Colleges and Employers (NACE) conducted an extensive survey of employers and identified several areas where employers saw job candidates falling short. The Career Accelerator will provide students and the community with a dynamic and sustainable program that will provide necessary career competencies for individuals to compete in today’s job market. SCF is a leader in preparing individuals through credit and non-credit programming in its service region. As a result of this funding, SCF will enhance its portfolio with this high-quality program that complements all college credit certificates, workforce associate programs, the transfer, Associate in Arts degree, bachelor’s degrees, and non-credit training programs.

The Career Accelerator will be developed and improved in partnership with business and industry advisory councils, local businesses, and college faculty and staff. This on-going partnership will lead to a cycle of continuous improvement to ensure sustainability.

The Career Accelerator is projected to have 1,725 enrollees and 776 completers upon completion of the Grant. The program outcomes will be embedded within the curriculum, resulting in program sustainability. The Career Accelerator will grow annually through the grant period due to automatic enrollment at orientation and referrals from the 26 West Entrepreneurship Center, the SCF Coding Academy, and vocational schools and will continue to support the Lifelong Learning & Workforce Development (LLWD) Division and its relationship with local business and industry. The NACE competency modules and other training developed through the Career Accelerator will also be marketed as contracted, up-skilling services to employers and local workforce and community organizations. This service will provide revenue for the LLWD division, which will be key to sustainability.

Program expenses that will continue beyond the grant include the cost of employing the Career Accelerator staff and maintaining software and technology implementation. The Sponsored Projects Department within the Institutional Effectiveness Division of SCF strives to leverage grant opportunities to develop systems and processes that, by the end of the grant period, are institutionalized.

Student engagement is understood to be the primary driver of student retention and subsequent completion of programs. The increase in student engagement derived through the Career Accelerator will provide a measurable increase in student retention, serve the SCF Mission, “State College of Florida,

Manatee-Sarasota, guided by measurable standards of institutional excellence, provides engaging and accessible learning environments that result in student success and community prosperity,” and thus provide justification for the college to invest institutional funds to maintain the program’s administrative costs.

A long-term goal for the Career Accelerator is to provide NACE Competency training to all SCF students and to area businesses. As the community benefits from the skills and expertise of SCF graduates, they will contract with SCF for NACE Competency instructional services, creating a sustained funding source. Realization of this goal will drive the College toward its Vision, “State College of Florida, Manatee-Sarasota is the region's first choice for innovative, responsive, quality education, workforce training and community partnership.”

The intent of this grant is to build a program that will be institutionalized as part of the SCF way. The Career Accelerator is interwoven with the Career Pathways Program and will use shared tools to provide a continuum of services. Sustainability of any program depends on the implementation of a continuous improvement cycle and SCF intends to embed this cycle into all aspects of the Career Accelerator. This will be achieved with tools that use data for targeted purposes while allowing flexibility to expand the data’s use to more global purposes.

The improvement cycle will begin with a Program Demand Gap Analysis of current regional, state, and national workforce needs compared to the training and skills of graduates of SCF and of other colleges and universities in the region. It will provide a base-line metric for the efficacy and validity of SCF's instructional programs and identify areas in need of improvement. While this is a static report, it will be a starting point for continuous analysis of data through Analyst and Syllabi software. College staff will be trained to use data from Analyst and Syllabi to regularly evaluate the alignment of and connection between instructional program offerings, and workforce needs. The Career Accelerator team will work closely with instructional program teams in this process.

Instructional program offerings><Workforce needs

CareerCoach & WidgetBuilder include student-interest assessments that help them explore career paths that are related to their skills and interests. It will allow SCF to understand student interests to support them in the advisement process. This component of the continuous improvement cycle adds student interests and strengths to the alignment of instructional program offerings, and workforce needs.

Student interests & strengths><Instructional program offerings><Workforce needs

AlumniTracking & Go-Recruit provide data on graduate career outcomes that will serve multiple purposes. AlumniTracking gathers data on post-graduation outcomes for alumni including employment, wages, and industry connections. Go-recruit compiles graduate outcome data into student and prospective student-facing information to provide real-time outcome data to support the career exploration, career training, and employment process. Students will see the direct connection between each SCF program and high-paying careers. This software will also allow SCF to make connections between alumni and their employers and prospective graduates. Outcomes of these tools are increased student enrollment in high-demand, high-paying career paths and opportunities for mentoring and experiential learning through connections to alumni and their employers, and data to track the ultimate outcome of college... jobs. Data from this software will complete the alignment and connection between student interests, instruction, workforce needs and employment.

Student interests & strengths><Instructional program offerings><Workforce needs><Employers with jobs

The systems and processes developed for the Career Accelerator will lead to measurable, improved student outcomes and progress toward the SCF Mission and Vision; the program will remain a part of the institutional practices to maintain growth. This program will benefit the entire college and community when students are equipped with both the academic skills and the NACE competencies that employers demand. These employees will often enter the workforce at or above entry level due to their well-rounded instructional background. The Career Accelerator will become the regional hub for, and premier provider for NACE Competency training as individuals enter and continue in the workforce.

2.H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code and the percentage of completer in each code, corresponding section Section E.

The Career Accelerator Program will result in digital badges that reflect expertise in NACE competencies. The NACE Competencies that the digital badges represent are recognized by the National Association of Colleges and Employers and by business and industry as essential skills in the workforce. These badges may be awarded upon completion of stand-alone NACE competency modules or as an integrated part of courses included on the Classification of Instructional Programs (CIP) list. The badges will be included on student transcripts and can be included on student vitae.

The College projects 776 Career Accelerator completers, however the number of completers in each program cannot be projected. The course completed by those completing the Career Accelerator will vary based on enrollment into credit and non-credit programming at State College of Florida, Manatee-Sarasota. Career Accelerator completion is not contingent on the course or academic programs in which students are enrolled.

1. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

The proposed budget holds a realistic expectation for equipment, technology, personnel, facilities, and training.

See attached-

4.A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of the board, commission or council)?

The Board of Trustees of the State College of Florida, Manatee-Sarasota approves grants and contracts for the college.

4.B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity. I) Provide the schedule of upcoming board meetings for the group for a period of at least six months. II) State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

- i) **Provide the schedule of upcoming board meetings for the group for a period of at least six months.**

SCF District Board of Trustees meetings will be held September 26, October 31 and December 12th in 2023.

- ii) **II) State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice**

Twelve days' notice is required to schedule a special Board of Trustees meeting.

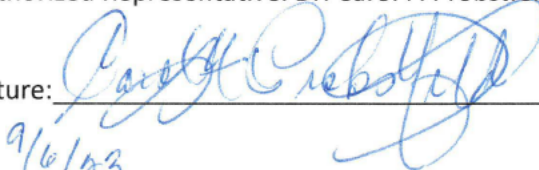
4.C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

I understand, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in the proposal is truthful and accurate and no fact has been omitted.

Name of Entity: State College of Florida, Manatee-Sarasota

Name and Title of Authorized Representative: Dr. Carol F. Probstfeld

Representative Signature: _____



Signature Date: _____

9/6/23

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Appendix 1
Letters of Support



Florida Job Growth Grant Fund
Enterprise Florida and
Florida Department of Economic Opportunity
Tallahassee, Florida

July 18, 2023

Dear Governor DeSantis:

It is with great enthusiasm that The Bradenton Area Economic Development Corporation (EDC), the lead economic development organization for Manatee County, offers its full support to the regional training and employment initiative that is being proposed by State College of Florida, Manatee-Sarasota (SCF) to the Florida Job Growth Grant Fund. There is a critical need for this project and our EDC believes the **SCF Career Accelerator Program** would enhance the employability skills required for new SCF graduates to excel in their careers and provide employers with quality candidates.

We look forward to supporting the SCF Career Accelerator Program in its efforts in the following ways:

- 1) **Contributing subject matter expertise** to curriculum development;
- 2) **Serving in a project advisory role** to help define strategies and goals;
- 3) **Utilizing SCF student interns** whenever feasible;
- 4) **Providing valuable workplace insights for students** by serving as such as guest lecturers and hosting site visits at our local sites;
- 5) **Recognizing the Digital Badges** that SCF will use for students who complete the program; and
- 6) **Serving as prospective employers** for qualified program completers.

Thank you for strongly considering funding the SCF Career Accelerator Program proposal to produce workers with the skills required to meet the employment needs of companies such as ours.

Sincerely,

Sharon Hillstrom
President & CEO



Mireya Eavey
Business Development Officer
Financial Access Federal Credit Union

July 14, 2023

Dear Dr. Todd Fritch,

As Business Development Officer of Financial Access Federal Credit Union, I am excited to learn about State College of Florida's commitment to promoting the career readiness and employability skills demanded by our region's employers. SCF's proposed Career Accelerator Program will enhance and align participants' experiences and skills, better preparing them for success as they enter the workforce of tomorrow.

SCF continues as a key player in developing quality employees for our community and is one of the region's most affordable choices for a college education. The Career Accelerator Program will promote relevant, real-world employment skills and help graduates and community members get a jumpstart on their careers.

Furthermore, the need for well-prepared professionals continues to grow as we face new challenges brought on by a post-covid world that demands the continued development of key employability competencies within our workforce. The SCF Career Accelerator Program will help develop a robust set of workforce-ready employees positioned to continue driving our local economy, increase access to quality employment opportunities, and support the infrastructures of Sarasota and Manatee counties.

The employers and the citizens of our community deserve convenient, cost-effective, and high-quality educational programming that supports workforce and industry needs. Financial Access Federal Credit Union believes that the SCF Career Accelerator Program will help deliver on these critical areas.

Please know that you have my full support in pursuing this endeavor, and I look forward to working with SCF to further this initiative.

Sincerely yours,

Mireya Eavey,
Business Development Officer



Eric Troyer
Chairman

David Kraft
Vice Chair

Lisa Eding
Treasurer

Joshua Matlock
President & CEO

Joshua Matlock
President/CEO
CareerSource Suncoast

June 29, 2023

Dear Dr. Fritch,

As President, CEO of CareerSource Suncoast, I am excited to learn about State College of Florida's commitment to promoting the career readiness and employability skills demanded by our region's employers. SCF's proposed Career Accelerator Program will enhance and align participants' experiences and skills, better preparing them for success as they enter the workforce of tomorrow. SCF continues as a key player in developing quality employees for our community and is one of the region's most affordable choices for a college education. The Career Accelerator Program will promote relevant, real-world employment skills and help graduates and community members get a jumpstart on their careers.

Furthermore, the need for well-prepared professionals continues to grow as we face new challenges brought on by a post-covid world that demands the continued development of key employability competencies within our workforce. The SCF Career Accelerator Program will help develop a robust set of workforce-ready employees positioned to continue driving our local economy, increase access to quality employment opportunities, and support the infrastructures of Sarasota and Manatee counties.

The employers and the citizens of our community deserve convenient, cost-effective, and high-quality educational programming that supports workforce and industry needs. CareerSource Suncoast believes that the SCF Career Accelerator Program will help deliver on these critical areas. Please know that you have my full support in pursuing this endeavor, and I look forward to working with SCF to further this initiative.

Regards,


Joshua Matlock (Jun 29, 2023 16:14 EDT)

Joshua Matlock
President/CEO
CareerSource Suncoast



301 N. Cattlemen Rd., Suite 203 Sarasota, FL 34232
(t) 941-309-1200 | www.edcsarasotacounty.com

Florida Job Growth Grant Fund
Enterprise Florida and
Florida Department of Economic Opportunity
Tallahassee, Florida

July 17, 2023

Dear Governor DeSantis:

It is with great enthusiasm that the Economic Development Corporation of Sarasota County offers its full support to the regional training and employment initiative that is being proposed by State College of Florida, Manatee-Sarasota (SCF) to the Florida Job Growth Grant Fund. There is a critical need for this project and our company believes the **SCF Career Accelerator Program** would enhance the employability skills required for new SCF graduates to excel in their careers and provide employers with quality candidates.

We look forward to supporting the SCF Career Accelerator Program in its efforts in the following ways:

- 1) **Contributing subject matter expertise** to curriculum development;
- 2) **Serving in a project advisory role** to help define strategies and goals;
- 3) **Utilizing SCF student interns** whenever feasible;
- 4) **Providing valuable workplace insights for students** by serving as such as guest lecturers and hosting site visits at our local sites;
- 5) **Recognizing the Digital Badges** that SCF will use for students who complete the program; and
- 6) **Serving as prospective employers** for qualified program completers.

Thank you for strongly considering funding the SCF Career Accelerator Program proposal to produce workers with the skills required to meet the employment needs of companies in our region.

Sincerely,

A handwritten signature in black ink that reads "Erin Silk". The signature is written in a cursive, flowing style.

Erin Silk, CEcD
President & CEO
Economic Development Corporation of Sarasota County



July 10, 2024

Dear SCF Administrator,

As President and CEO of the Education Foundation of Sarasota County which serves the backbone for PLANit Sarasota (our Local college Access Network), I am excited to learn about State College of Florida's commitment to promoting the career readiness and employability skills demanded by our region's employers. SCF's proposed Career Accelerator Program will enhance and align participants' experiences and skills, better preparing them for success as they enter the workforce of tomorrow.

SCF continues as a key player in developing quality employees for our community and is one of the region's most affordable choices for a college education. The Career Accelerator Program will promote relevant, real-world employment skills and help graduates and community members get a jumpstart on their careers.

Furthermore, the need for well-prepared professionals continues to grow as we face new challenges brought on by a post-covid world that demands the continued development of key employability competencies within our workforce. The SCF Career Accelerator Program will help develop a robust set of workforce-ready employees positioned to continue driving our local economy, increase access to quality employment opportunities, and support the infrastructures of Sarasota and Manatee counties.

The employers and the citizens of our community deserve convenient, cost-effective, and high-quality educational programming that supports workforce and industry needs. Education Foundation of Sarasota County and PLANit Sarasota believes that the SCF Career Accelerator Program will help deliver on these critical areas.

Please know that you have my full support in pursuing this endeavor, and I look forward to working with SCF to further this initiative.

Sincerely yours,

A handwritten signature in blue ink that reads 'Jennifer Vigne'.

Jennifer Vigne
President and CEO
Education Foundation of Sarasota County

A handwritten signature in black ink that reads 'Thomas A. Williams'.

Thomas A. Williams
Chief Collaboration Officer & PLANIT Sarasota Director
Education Foundation of Sarasota County



Florida Job Growth Grant Fund
Enterprise Florida and
Florida Department of Economic Opportunity
Tallahassee, Florida

June 29, 2023

Dear Governor DeSantis:

It is with great enthusiasm that The Greater Sarasota Chamber of Commerce offers its full support to the regional training and employment initiative that is being proposed by State College of Florida, Manatee-Sarasota (SCF) to the Florida Job Growth Grant Fund. There is a critical need for this project and the Chamber believes the SCF Career Accelerator Program would enhance the employability skills required for new SCF graduates to excel in their careers and provide employers with quality candidates.

We look forward to supporting the SCF Career Accelerator Program in its efforts in the following ways:

1. Contributing subject matter expertise to curriculum development;
2. Serving in a project advisory role to help define strategies and goals;
3. Utilizing SCF student interns whenever feasible;
4. Providing valuable workplace insights for students by serving as such as guest lecturers and hosting site visits at our local sites;
5. Recognizing the Digital Badges that SCF will use for students who complete the program; and
6. Serving as prospective employers for qualified program completers.

Thank you for strongly considering funding the SCF Career Accelerator Program proposal to produce workers with the skills required to meet the employment needs of companies such as ours.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Kasten".

Heather Kasten
President / CEO
Greater Sarasota Chamber of Commerce
1945 Fruitville Road
Sarasota, FL 34236
(941) 556-4050
hkasten@sarasotachamber.com

A handwritten signature in black ink, appearing to read "Dan Sidler".

Dan Sidler
Vice President, CareerEdge & Economic Development
Greater Sarasota Chamber of Commerce
1945 Fruitville Road
Sarasota, FL 34236
(941) 556-4045
dsidler@sarasotachamber.com

Appendix 2

Student Learning Outcomes for Student Life Skills and Speech Courses

The NACE competencies will be integrated with these student life skills and speech courses. These courses were chosen as one access point for the employability skills curriculum because the current course content is closely aligned to the NACE Competencies.

SLS 1101

The student, at the successful completion of this course, should be able to:

1. Develop communication and behavioral skills to collaborate effectively with college personnel to enhance academic persistence.
2. Initiate the development of educational goals and objectives.
3. Identify individual strengths and weaknesses as they apply to course and exam performance, including identification of learning styles, anxiety, and its effect on performance.
4. Demonstrate the ability to use critical thinking skills.
5. Apply practices that demonstrate student responsibility toward student success and effective time management practices.
6. Identify and demonstrate academic skills which are necessary for success, including notetaking, reading college course materials, discussion, research, testing strategies and writing.
7. Engage in active learning strategies and techniques.
8. Make appropriate decisions about time, finances, stress, and life choices.
9. Demonstrate the ability to follow specific and detailed instructions.
10. Identify and apply skills to use campus resources for academic success.
11. Describe the academic resources available to students if they need help in a particular class.
12. Demonstrate basic technology skills, including computer and Internet skills and SCF online resources.
13. Demonstrate knowledge of college policies and procedures.

SLS 1301

The student, at the successful completion of this course, should be able to:

1. Identify and describe “full” and “partial” values.
2. Demonstrate how these “full” and “partial” values fit into your life and future plans.
3. Demonstrate how important personal, career and work values fit into your future plans.
4. Evaluate positive thinking concepts.
5. Apply at least one positive thinking technique to enhance personal mental attitude.
6. Demonstrate goal-setting techniques applied to personal future planning.
7. Demonstrate the knowledge of interest and personality evaluation instruments.
8. Apply the results of evaluation instruments to selecting careers.
9. Demonstrate a personal decision-making process.
10. Choose and use career research material and resources.
11. Demonstrate the basic process of informational interviewing.
12. Identify employment opportunities in major career fields.
13. Analyze personal strengths, skills, values and goals to an academic major, occupational area and personal goals.

14. Identify and demonstrate traditional and non-traditional approaches to job search.

SPC 1608

The student, at the successful completion of this course, should be able to:

1. Demonstrate the ability to listen with comprehension and critical evaluation through written exams and written peer critiques of class members.
2. Identify the different types of diverse communication styles within our culture and their impact on successful communication through class discussion and written exams.
3. Apply critical thinking skills in collecting, analyzing, and interpreting research data in his or her graded oral presentations.
4. Demonstrate the ability to work effectively and interact respectfully within a group context during the preparation for and delivery of team projects.
5. Write a critical analysis of a public presentation by evaluating the structure of the speech, the use of support materials, and the adaptation of the message to the occasion and audience.
6. Identify the causes and symptoms of communication apprehension in classroom discussion and written exams.
7. Through self- analysis, classroom discussion, and in class presentations apply strategies for managing stage fright in their oral presentations.
8. Construct and present a persuasive speech using clear reasoning, verifiable evidence, and applicable motive appeals through organizational patterns like the Monroe Motivated Sequence, or Problem/Solution.
9. Write and speak using clear, grammatically correct English appropriate for a specific subject, purpose, and audience through the delivery of graded oral presentations.
10. Demonstrate effective vocal quality with emphasis upon rate, pitch, volume, enunciation, and general expressiveness during the delivery of individual and group team projects.
11. Construct a standard complete sentence outline including a thesis statement and a bibliography with an accuracy of at least 70 percent.
12. Use the technology available in the classroom to design and present visual aids that enhance their oral presentations.

SPC 1300

The student, at the successful completion of this course, should be able to:

1. Describe the nature of communication including a specific definition of interpersonal communication.
2. Identify, explain, and analyze the psychological, social, cultural and linguistic factors which affect the interpersonal communication of humans.
3. Describe and apply specific skills to the following areas of the human communication process: perception, empathy, listening, and conflict management.