



**Career and Technical Education (CTE)
Joint Academic Senate Committee
November 10, 2015
Business 220S
1:00 – 2:15pm**

In Attendance: Eve Adler, Fariba Bolandhemat, Stuart Cooley, Drew Davis, Frank Dawson, Cliff Dobbs, Vicki Drake, Chris Fria, Yiching Grace, Michelle King, Ford Lowcock, Laura Manson, Kaysha Morgan, Maria Munoz, Dawn Murphy, Debbie Perret, Tom Peters, Steve Peterson, Tricia Ramos, Perviz Sawoski, Sal Veas.

Call to order: 1:07pm

Public Comments: None

Approval of Minutes: October 27, 2015

The minutes were unanimously approved, no abstentions, and no oppositions.

Chairs Report

The Executive Senate has asked to look at committee functions and objects portion of the CTE website under the Academic Senate link. If changes are needed please let Fariba know by November 24th. The committee suggested to review the past minutes as this was discussed in a previous CTE Committee meeting

New Business

Noncredit subcommittee report on course and certificate development – Fariba

Eve Adler, Sal Veas, Dawn Murphy, Laura Manson, and Fariba Bolandhemat met earlier this week to discuss research findings on noncredit courses and programs. This subcommittee looked the AR's here at SMC (which should be updated), what's on the curriculum website, SMC's Board policies, how other campuses are structuring their noncredit courses, and what model would work best for SMC.

The State of California encourages the development of noncredit under the moniker of adult education. Courses are disbursed into the non credit area, and those courses are then housed under individual CTE departments.

Noncredit ESL offerings have been developed into sequences of courses that get certificates. Currently, we have certificates of completion in the noncredit area but we don't issue hard copies – they are recorded in the books. At the moment, students do not know about certificates of completion but we can receive equalized apportionment if we do issue the certificates.

These noncredit courses are open entry, open exit, open to the public, except F-1 students, paid for by positive attendance, and are for workforce preparation meaning in areas of basic skills, reading, writing, and necessary skills to obtain a job.

Mt. Sac is using what they call "mirroring" where seats are reserved in the for credit courses for noncredit students. This could be an option in our low enrollment for credit courses. Further research would have to be conducted – this may be the same as auditing a class.



Communication and working collaboratively are key for noncredit, not for credit, and for-credit programs in order to build strong pathways for our students which is the direction the state is going in. The subcommittee will continue to meet to try to answer these questions.

Select from CTE Flyer and Pocket book samples – Tricia Ramos

The committee decided to use flyer #2 and folder #2 as CTE marketing materials.

CTE Winter Institute – Eve Adler

Eve has been speaking with Edna Chavarry regarding the CTE Winter Institute - mainly to discuss the format and content of the institute. Last year, the institute was held on three (3) consecutive days where different topics were discussed each day.

The Winter Institute will either be held three consecutive Fridays late January/early February or three consecutive days in early February. Dates were confirmed as February 3rd through 5th. Suggested content submitted by the CTE Committee includes: Canvas, Technology, Noncredit course development, Project Based Learning – Design Studio, 3d printer, hands-on learning that would be cross disciplinary - Maker Space, apprenticeships, High School pathway development, Industry Based Learning where industry employers would be brought in, Interdisciplinary collaboration and team teaching, project management for faculty, Base Camp or a similar tool, Outlook and Google Drive – tools to help organize day to day activities.

It was suggested to possibly make video record and make the material available for those faculty members unable to attend.

Perkins Application FY 2016 – 2017

The Grantee Meeting is scheduled for December 18th, 2015 from 12 – 3pm as it was confirmed there will be a chairs meeting that same morning. Chuck Wiseley will attend the Grantee meeting and walk us through the application and how to better utilize core indicator data. The Program Application deadline February 12th, 2016.

V. Future Business Items

Multiple Measures Assessment English/Math & 14-15 IE Report - Chris Gibson/
Susan Sterr – November 24th

Update Strong Taskforce Workforce Recommendations – Tricia Ramos

<http://tinyurl.com/SMCTaskforcedocuments> - November 24th

Converting Departmental Certificates (less than 18 units) into Certificate of Achievement and Approval Process – Update on process of Regional approval of certificate -

<http://preview.tinyurl.com/SMClowdldocs> - Tricia Ramos

The LAOCRC website is shown and a quick navigation tutorial was given on how to view Notices of Intent along with program proposals. For anyone interested in applying, please contact Tricia Ramos via email.

Frank Dawson states if someone from another college contacts you please be sure to take the call. When reviewing the application(s) make sure there isn't destructive competition and there's jobs and or labor marketing information available.



The programs up for voting were sent via email. If a program in your area is listed, please review and let Tricia and Frank know what actions you'd like to take. The chair from the other colleges should have already contacted you if the program is similar to yours.

Tricia briefly mentions there is talk of breaking up Los Angeles and Orange County – more information to follow.

Announcements

Adjournment: 2:35pm

2015 – 2016 Meeting Dates: Tuesdays, 1:00 – 2:15pm, Drescher Hall 300E (Loft)

Fall 2015:

October 13, 2015
October 27, 2015 (Bus220S)
November 10, 2015 (Bus 220S)
November 24, 2015 (Bus 111)
December 1, 2015 (Bus 111)

Spring 2016:

February 23, 2016
March 8, 2016
March 22, 2016
April 26, 2016
May 10, 2016
May 24, 2016