



**Career and Technical Education (CTE)
Joint Academic Senate Committee**

September 22, 2015

Drescher Hall 300E Loft

1:00 – 2:15pm

In Attendance: Eve Adler, Fariba Bolandhemat, Frank Dawson, Cliff Dobbs, Vicki Drake, Chris Fria, Yiching Grace, Erica Le Blanc, Maria Leon-Vazquez, Laura Manson, Kaysha Morgan, Maria Munoz, Dawn Murphy, Debbie Perrett, Steve Peterson, Roberto Rodriguez, Saul Rubin, Gita Runkle, Perviz Sawoski, Redelia Shaw, Esau Tovar, Odemaris Valdivia, Sal Veas.

Call to order: 1:04pm

Public Comments: None

Approval of Minutes: September 8, 2015

Motion to approve by Sal Veas

Second by: Frank Dawson

All are in favor, no oppositions, and no abstentions.

Chairs Report

Fariba electronically sent the list of LAOCRC programs applications submitted last year. At the Instructional Chair's meeting a letter from the CCJC showed Santa Monica College has been put on enhanced monitoring due to lack of completers and job placement – this letter will be sent to the committee. A consultant may be hired to assist with job placement – information regarding the consultant will be sent out as more information is obtained.

The committee suggests the job placement data does not account for free-lance workers, departments need to track students, and new programs should have a set standard.

IV. New Business

Update on Automatic CTE Certificate & Degree Awarding - Esau Tovar

Dr. Tovar passes out the Degrees Awarded 2010-2015 report to the committee. The report shows an increase of certificates and degrees awarded by 25% during 2014-15, which is the highest seen at Santa Monica College. The increase is due to FAFSA tracking and or auto awarding. During 2013-14, the numbers did not match those with the Chancellor's Office as we allowed students to petition after the data was submitted to the Chancellor's Office.

Auto Awarding has also been known as Fast Track. This allows students to bypass petitioning (filling out the graduation form) for graduation. The data is derived from the official records of MIS and is run once a year in the fall. If you notice any discrepancies in the report, please notify Dr. Tovar. Auto Awarding is based on the official catalog of degrees and certificates at the college – it's what is stored in Academic Affairs and MIS. MIS staff designed the degree audit system with an algorithm. It runs students transcripts against degrees and certificates to determine if 1) major requirements have been completed, 2) GPA, and 3) General education requirements have been fulfilled.



Auto Awarding was implemented in 2014-15 during the fall semester. It is based exclusively on SMC coursework. When it was first implemented, we had 1100 students petition and an additional 918 students eligible for a degree or certificate. This year, we will start working on auto awarding during this fall where 1900 students are potentially eligible – this number is more than double than the previous year.

CTE accounts for about 23% of the certificates awarded. There needs to be a comprehensive messaging plan for outreaching to CTE students. If anyone is interested in messaging you'll need to work with Dr. Tovar and MIS.

Two strategies other colleges use to reach out to their students: 1) Direct communication from the college president 2) Hearing directly from departments. Dr. Tovar also encourages the committee to look at curriculum to get approval from Chancellor's Office for lower level unit degrees.

Some colleges are calling their department certificates – Certificate of Accomplishment. The Statewide Advisory Curriculum (SAC) is talking about these being recognized by the Chancellor's Office. In order for these certificates to be captured using Fast Track, certificates need to be categorized differently in the system. It has been requested to be part of the Ed Plan where the next step would be to have the certificates in Degree Audit.

Dr. Tovar encourages the committee to take that extra step to frame out what courses students should be taking during their 1st, 2nd, 3rd semesters. Currently, his office is working on being able to use course work from other colleges for auto awarding.

Non Credit/Emeritus – Gita Runkle, Dawn Murphy, Erica LeBlanc

At the last CTE Committee meeting there were fears and concerns regarding where noncredit lives. There's Title V, credit, noncredit, and Community Education or not for credit. In Non Credit there are no units, courses are repeatable, and there's a limit of 10 categories of instruction. Not for credit must be self-sustaining, and approval by the Curriculum Committee is not required.

Adult Education generally has students who are financially self-supporting but at or below minimum wage, often are recent immigrants who are dealing with language barriers and cultural transition, often are not eligible for financial aid, and don't have much thought when it comes to obtaining a credit degree. We want to open that door for them with AB86/104. The intent is to coordinate programs that support education programs for adults. The areas in which we're looking to develop are basic skills, immigrant education, programs for reentry into the workforce, programs for adults, and adults with disabilities.

Noncredit is free and leads to more options. The focus is on skill attainment, repeatable courses, open entry, open exit, and noncredit is used as a conduit to credit programs. Funding allows for matriculation and counseling for noncredit students where we're working with students to transfer to the for credit programs. This program allows for struggling students to build up their skills in lower level introductory courses before attempting the for credit courses. A transcript for noncredit courses is not issued.

Emeritus is taking existing courses and re-packaging them. Gita Runkle will return to the next committee meeting to discuss further.



V. Old Business

- Perkins 2015-16 Fall Grantee Meeting and 2016-17 Application Timeline
- Converting Departmental Certificates (less than 18 units) into Certificate of Achievement and Approval Process

VI. Future Business Items

- SMC 2016-17 Institutional Objective- Improving CTE Employment Outcomes -
- Institutional Effectiveness Report <http://tinyurl.com/SMCIEReport2015>
- Update Strong Taskforce Workforce Recommendations
(<http://tinyurl.com/SMCTaskforcedocuments>)

VI. Announcements

Frank Dawson announces the Promo 3 graduation is taking place tonight at the Grammy Museum within LA Live.

Maria Leon-Vazquez announces LA HITECH is working with four high schools using Dual Enrollment, and plan to have a Hack-a-thon at Microsoft in Playa Vista.

VII. Adjournment: 2:17pm

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

Fall 2015:

October 13, 2015
October 27, 2015
November 10, 2015
November 24, 2015
December 1, 2015

Spring 2016:

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