Career and Technical Education (CTE)
Joint Academic Senate Committee
May 1, 2018
Bus Conference Room/Zoom
1:00 – 2:15pm

In Attendance: Leigh Allen, Ashanti Blaize-Hopkins, Nancy Cardenas, Dionne Carter, Craig Mohr, Sharyn Obsatz, Debbie Perret, Tricia Ramos, Teresita Rodriguez, Vicki Rothman, Perviz Sawoski, Steven Sedky, Howard Stahl, Sal Veas

Zoom: Frank Dawson, Chris Fria, Maria Munoz, Redelia Shaw

Call to order: 1:08pm

Public comments:
N/A

Approval of Minutes: April 3, 2018

Motion to approve: Sharon Obsatz
Second: Debbie Perret
No oppositions, no abstentions

Reports:

Chair
Sal Veas reported that the Chancellor's office forwarded a link to their portal (Doing What Matters) which is just for faculty and is easy to navigate.

New Spark Boards will replace boards that are currently being used. One is already set up at Bundy 421, and more will probably be placed at Business 111 (perhaps a 70 in.) and the CMD campus, although the CMD is not CTE). Consideration is given to allowing every committee member to have one. We currently have five.

It's important to know what the needs are and what use the boards will serve for the rooms. Smart Boards will allow users to communicate from offices and not have to travel to other campuses. Also, important to budget video equip into next proposal.

Ish, from the IT department, invited departments to schedule time to see a demo of the new video equipment to get comfortable with it before the current boards are

replaced.   He will look at how to make zoom and Spark Boards communicate to maximize user experience.

Vice Chair
Tricia Ramos reported on the launch of the 2nd report of the Center for Competitive Workforce under SWP. There are plenty of copies available for anyone who needs one. Please contact the W&ED office, ext. 4040.

Old business
Committee voted on Perkins requests. See below.

After discussion of all applications, the Committee voted to allocate funds based on priority (what's mission critical) and various needs of each department. In so doing, the Committee decided to partially fund Technical Theater, and plans to fund the remainder of the request through the Strong Workforce Program.

Committee Vote:

DEPT.	AMT. REQUESTED	AMT. FUNDED
Cosmetology	$16,308	$16,308
Disabled Students Service	$5,546	$1,213
Early Childhood/ Education	$72,418	$72,418
Film	$5,882	$0
Registered Nursing	$41,424	$41,424
Respiratory Therapy	$0	$0
Sustainable Technologies	$12,985	$10,000
Applied Photography	$63,708	$63,708
Technical Theatre	$425,955	$167,439
Accounting	$29,538	$29,538
Digital Media Production	$118,357	$111,850
TOTALS:	**$792,121**	**$513,898**

New business
Department Certificates

Teresita Rodriguez informed the Committee that the College is auto-awarding certificates. We need to upload this data into the Chancellor's office in order to get credit. Currently, certificates are evaluated and awarded in each academic department. The department records things separately, so the College gets no credit when we don't record and upload into Chancellor's office. We need to create system where we can start auto-awarding certificates. Department certificates do not effect

financial aid. IT needs help putting department certificates through the system, as there is no system in place to track these.   We need to decide on a process going forward, but for now, we will play catch up and record what's already been done – go back a few years.

For the 17-18 year (summer 2017-Spring 2018), send students who completed certificates to Teresita to record in ISIS to get credit. Please send by July 1, 2018. Everything prior to this time is just to get things cleaned up. We need to talk about how this will affect the future – so enter incrementally to show steady increase. Once this is in place, we can look at the data to optimize certificates and improve enrollment outlook.

Tricia Ramos informed the Committee that all certificates need to lead to a job. Certificates need to go through curriculum and get agendized. With performance based funding, we need to manually upload certificate completions by departments. This is something we can do at the end of the year because it's time consuming. In the meantime, departments should forward to Ruth Casillas, Casillas_ruth@smc.edu each student name, id, course(s), semester of study, department, and name of certificate so that everything is in one place and we get credit for 17-18. A new database is being created so auto-awarding will become more sophisticated.

Sal Veas informed the Committee that the Business department is looking to create its own database to track students, however, there are FERPA issues. More to come.

New programs
Future Business items
Announcements
Adjournment: 2:43 pm

2017–2018 Meeting Dates: Tuesdays, 1:00–2:15pm

Fall 2017:	**Spring 2018:**
~~September 5, 2017~~	~~February 20, 2018~~
~~September 19, 2017~~	~~March 6, 2018~~
~~October 3, 2017~~	~~March 20, 2018~~
~~October 17, 2017~~	~~April 3, 2018~~
~~October 31, 2017~~	~~April 17, 2018~~
~~November 14, 2017~~	~~May 1, 2018~~
~~November 28, 2017~~	May 15, 2018
	May 29, 2018

Five minutes is allocated to anyone who wishes to address the CTE Committee on an agenda item, for general comments, or non-agenda items.