**CAREER TECHNICAL EDUCATION DIVISION MEETING**

**Thursday, September 28, 2018**

**2:30-3:30 pm., T 143**

**MINUTES**

**Members Present:** Gary Halvorson, Eric Olson, John Frala, Warren Roberts, Claudia Romo, Marius Dornean, David Lindy, Sean Hughes, Steve Tomory

**Management &**  C**lassified:** Mike Slavich, Monica Francis, Aaron Perez, Margaret Fernandez

**Absent with Permission:** Farrah Nakatani, Michael Dighera

**Absent without Permission:** N/A

**1. Call to Order** – The meeting was called to order at 2:35 pm.

**2. Approval of Minutes: August 17, 2018**: Warren Roberts moved to accept the minutes with the correction of the spelling of Lindy’s name and the addition of Montebello to dual enrollment, Sean Hughes 2nd the motion. A vote was taken and approved unanimously.

**3.** **Semester News:**

1. **Curriculum Issues:**

Mike announced that John Frala completed the Tesla curriculum, corrections need to be made for second reading. He also stated that David Lindy has completed three of his new courses. Funding was collected for 8 or more units on the transcript of a student but now the new funding requires 16 or more units completed. There will now be academic certificates of achievement, for example the nursing department requires core general education courses for their students to enter the program those core classes can be a certificate. This certificate can also lead them to any of the science degrees.

Mike also mentioned that Michele Pilati brought up at the curriculum committee meeting that the committee should decide who teaches classes. Mike stated that we don’t want this. He asked faculty to keep an eye out in Senate as he is sure this will come up.

 **b) Senate Issues:**

John Frala announced that Senate finally completed the academic rank and now it will be approved by the board.

**c) Spring 2019:**

The schedule is being entered now. Monica will send it out as soon as it is complete for your review.

**3. Old Business**

1. **SLO’s:**

John has entered 47 auto SLOs and is now working on the bachelor degree courses. The assessment will be done in December. Mike asked David Lindy if he has been working with Allison.

1. **Associates Degree/Certificates Deadline:**

Claudia announced that students who will be applying for their degree or certificate need to do so before November 2, 2018.

1. **Information Sessions All Departments:**

Claudia announced that there will be 6 information sessions for CTE and the BS Program combined. She usually doesn’t invite the instructors and the turnout is very small if any at all. Claudia announced that we will be offering math tutoring from MATH 073 down for our CTE students. The days and times were handed out.

1. **CTE Articulation:**

Claudia will begin contacting faculty regarding articulation to get things started before the new person starts. It is important to move forward as we wait for the new person to start.

1. **Duel Enrollment:**

Claudia discussed what is being offered in the Spring 2019. Gary Halvorson thinks that Montebello should be doing ENGT 101, but to ask Mike Marderosian. Claudia stated she would contact him. Also Cal High should be contacted regarding their ability to purchase the book for HOSP 102, if they can’t we will have to offer HOSP 101 again. The STEAM Legacy will offer GIS 120 again in Spring 2019. Monica reminded Mike Slavich that STEAM Legacy is not entered yet and if HOSP 102 does not go at Cal High it needs to be cancelled and HOSP 101 needs to be added.

**4.** **New Business:**

1. **Budgets:**

Mike announced that Strong workforce round 1 is good until December 31st. So spend your money. Mike will be going through what is left behind and spend it so everyone make you wish list. Round two is being spent now.

1. **Job Developer:**

Aaron announced that he took some students to Laurence Equipment and my gain some possible internships from them. He also has the following fieldtrips lined up: Bay Cities Manufacturing, Quinn/CAT, Penske information session, Women in GIS Conference, GIS Day and Rose Hills.

1. **Out Reach:**

Margaret Fernandez announced that there have been a total of 152 events in high schools and the community attended. 57 in 2017-1018 and 95, so far, in 2018-2019.

1. **Guided Pathways:**

Eric has been attending the meetings they have been working on Meta Majors. It will be a long process. The next step will be how to map.

1. **Other:**

Warren moved to write a new course for Remote Sensing. David Lindy seconded the motion. A vote was taken and it was unanimous.

**5.** **Adjournment: 3:20 pm**