

Academic Senate

Career Education Committee Meeting Summary

March 11, 2024 1:00 p.m. to 2:00 p.m. (Zoom Virtual Meeting)

Notification: *The meetings are audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Career Education Committee.*

Attendees: Gary Quire, Marilyn Jimenez, Justin Hunt, Jaya George, Mark Daybell, Dr. Hency Chu, SB Tucker, Jennifer Paris, Harriet Happel, Regina Blasberg, Brittany Applen, Justin Wallace, Mark Daybell & Larry Alvarez

Start Time: 1:04 pm

1) Approve Previous Minutes

a) February 12, 2024

- i) Motion to approve the minutes by Jennifer Paris, seconded by Regina Blasberg. Jaya George abstained. Approved.
- ii) If anyone wants to continue to serve on the committee please confirm with Gary and Harriet. An email will be sent to all committee members in May.

2) Career Education Survey (See email attachment)– (Gary & Harriet)

- a) This is an extremely important survey. An email template was sent by Dr. Preeta Saxena. The survey will ask students about their employment’s status and if they are employed in their program of study. This is a volunteer survey and many times there is a 20% response rate. The survey helps with funding as Perkins is federal. Student personal data is not being shared.

3) CCCAOE Spring 2024 Conference in Sacramento – (Gary)

a) <https://cccae.org/spring-conference-2024/>

- i) If anyone is interested in attending in Sacramento please reach out to Harriet and/or Nancy Sandoval. There are two options as there is one in spring in Sacramento and one in fall in Palm Springs. The ASCCC has been working with CCAOE for breakouts during the conference. There is great networking. The Hyatt hotel is almost full and there is still room at the Sheraton Hotel.

4) Discovery Day – (Harriet and Gary)

- a) Dr. Jasmine Ruys send out several emails announcing the “Discover Day” event that is scheduled for **Saturday, March 1st** from **9am – 12pm**. There are many junior and high school students that attend with their parents. If any faculty are interested in attending please contact the Dean of the respective school. There are supplemental services for faculty who participate. It is hard to project attendance as each year has been vastly different. “Discovery Day” is hosted in the Honor Grove. Gary will forward Marilyn the Discover Day event flyer to share with the committee.

5) Budgets – (Harriet)

- a) **CA State Budget Deficit:** There is talk of doing a sweep of unspent funds. This would affect

SWF in round 6. There is not much left in the budget as the idea is to spend the IEBG grant first for the Fire Academy program. This will not only affect SWF but apprenticeship grants such as the Pathway to Law school. It is not clear what will happen for round 9 in Perkins. There is still a need to fund the ATC , Fire Academy and Health program.

- b) **Perkins Funding:** In the Perkins budget there is \$500K and \$150K is taken to support staff such as, Katherine Hernandez. In addition, this budget funds the advisory boards, memberships, conferences and professional development. Out of the \$500K this leaves about \$350k. The total request received this year total to \$1.2 million. Between the requests made and the budget of \$250K there will much that will be cut.
- c) **What will be prioritized?** If anyone has accreditation, such as the ECE program, faculty need to do self-service and conferences per the mandate. Harriet will place more funds across CTE to pool funds together for Marketing. \$50K will be for professional development and this will be a first come first serve basis. Perkins does not roll over and this needs to be spent down. Harriet tried to put professional development in the local SWF budget; however, there are many faculty and lab tech salaries needed. Due to the COLA and minimum wage increase, the district is now at \$300K over projected for round 9. Harriet is working with Dr. Torres as many positions will need to be moved out of SWF and put in general funding. If there is something anyone put in program review and it is very needed please let the respective Dean's know. The hope is that there will be a budget confirmed in a month and this will be shared with all faculty. Faculty need to think of continuous process improvement to maintain the quality of programs.
- d) **New Medical Programs:** In regard to new medical program it was confirmed that they do not have a TOP code and have not been approved, therefore they cannot apply for funding. Under new programs, Harriet can support those programs with professional development under SWF. When new programs come in there is no increase in budget. Budgets are based on performance, enrollment, completion and employment.
- e) **Faculty Mentors:** Faculty are being paid to act as mentors in creative economies so that students can get an internship. If the district can increase the number of students getting employed there is more funding for SWF. This is a 30% of the metric. In the Intersect Lab, currently there is a faculty member who is acting as employer mentor and takes about 6-10 students. This is a competitive process in which students apply. The latest scope of work includes the development of the mural in the 1st floor of Canyons Hall. This helps students to build a portfolio and get an internship with Snap Chat. Many GMD students are now securing this internship. When students are hired by Snap Chat or transfer to BA, this produces metrics. MEA is producing in house videos and patient care scenarios. There is talk to do one in MLT. This can help to simulate what can happen when you draw blood and patient faints. This does not make it as graphic as it is animated. With Film Making, there are opportunities for students to shoot videos. The intersect lab is more so for creative economies and this employment counts. In Recreation Management, there is an adjunct that works for the City and running internships at the city. If the program has a commitment from the city this should be followed through and not bring city employees in as faculty as there is no funding.
- f) **PV Committee & the FARE Form:** There are many programs in CTE that need commitment. PV Committee has re-done their process and now has a budget component. Additional new programs will have to have funding already committed. This new budget process is called

the FARE form for budget implications.

- g) **SWF Funding:** SWF was originally funded to create more and better CTE programs. However, this is challenging as what will be allowed for innovation is not clear.
- h) **Tracking Students after Graduation:** How far are students tracked beyond the graduation? The idea is to track students a year out of completion and this is done via self-reporting. There is no solid data system at the state level that captures this information. The idea is to rehire the Employer Engagement Director and have this person follow up with employers to confirm they hired a student. Harriet has a LinkedIn Insights where she can track COC students and run a data based on the program of study. Harriet will also be working with Daylene. Need to think about why are students not getting employed? Are students not completing their LinkedIn or Job Speaker profile? Employment is the main area of how the district receives categorical funding. The Job Speaker profile helps to build resumes. There are also over 1000 employers who have profiles and are posting jobs.
- i) **Faculty working with Employers:** Is there a mechanism where faculty can interface with the job posting portion? Many faculty have a better idea of what the employer is looking for and help interpret this to students. Harriet is open to this and has discussed this with the Job Developer. Students can do mock interviews and resume development. Many employers are updating job descriptions that they have been using for many years. Faculty need to think about what help to provide to employers. Many times, employers are not looking for any particular skills. Some students who are overqualified may just apply to get in their foot in the door. The concern is that the employer has not offered them a permanent position and only created an internship. If any faculty want to create special events, industry specific job fairs those can be scheduled.
- j) **Spring 2024 Job Fair:** There will be spring job fair, with the COC, City of Santa Carlita, Employment Development Center (EDC), the Chamber of Commerce and AJCC. Last fall there were over 106 employers and over 700 job seekers. In spring there is space for 120 employers and there will be special tables for apprenticeship. In regard to the capstone classes contact Hiba in Employment Center to do a 15 min. presentation.
- k) **CA May Budget Revise:** The May budget revise may affect education. It is recommended to share an update with faculty over the summer so they are aware of what is happening with the budget in fall. Perkins will have a preliminary budget. SWF will re-authorize their budget allocations on July 1st. However, this will not go to Board of Gov until September, after this an application is due in October. If there are changes made to Prop 98, which currently has a budget of \$258 million, it will be announced in the May revise. By June 30th CA needs to have a balance budget. It is still an election year, with Prop 98, under re-authorization of SWF, will the funding allocation change? With the new chancellor funding will change and will be based on her definition of equity and serving more students of color. There will be a focus on enrollment, completion and employment. The focus will be on the Hispanic, African American and "other race" student populations. There are concerns with having the funding parameters. COC currently has a population of 54% of Hispanic, a small Asian demographic and a very small percentage of African American students. Currently there is a 40% white population of students.
- l) **Funding for Equipment:** The district is asking for \$1.2 million. What is the absolute essential to maintain the quality of programs? Harriet cannot do replacement equipment but more so for new equipment for new programs. Need to look at other funding sources such as a

grant. For the ATC, there are \$3 million needed, the district needs to match at 1.5 million which is currently not available. The Federal government has billions of funds allocated by the Biden Administration during COVID. However, there are constraints to access the funding. The district has been successful with federal appropriations for ATC and Fire Academy. These areas need to be staffed with faculty, lab techs, clerical and a janitor. There are many departments/companies that may want to dispose of old equipment but it is old equipment and needs service. There is no maintenance budget at COC. There are also safety issues with bringing in old equipment. Harriet is open to new ideas.

6) Open Forum (15 minutes): none

Announcements: Open Forum for Discussion

Future Agenda Items:

Adjournment: 2:00pm