

Academic Senate

Career Education Committee Meeting Summary

August 26, 2024 1:00 p.m. to 2:30 p.m. (Zoom Virtual Meeting)

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

Start Time: 1:04 pm

1) Approve Previous Minutes

a) May 13, 2024

- i) Motion to approve the May 13, 2024, minutes by Regina Blasberg, seconded by Justin Hunt. Unanimous. Approved.

2) Budget Overview - Harriet

a) Professional Development Cuts

i) One on one award review.

- (1) **Redirecting of Funds:** The tentative budget has been allocated. The State Chancellor, Dr. Sonya Christian went to the CA State Legislature and was able to get the approval to redirect funds from SWF (\$65M out of the \$298M). This redirected \$5M for the apprentice program pathway project, \$50M for Nursing program as there is a shortage of nursing. There is much legislation pending on how to grow the program and allowing CCC's to take a more active role in the Bachelor of Science in Nursing (BSN) program. What this mean to for CCC's there is a 22-24% decrease in funding and this affects local and regional funds. Harriet moved many people to the local funding as there were many salaries funded and this was re-negotiated with regional funds. About \$200,000 is directed towards incentive funding. The college did well and utilized more than 74% of the funds and this is due to completions in Non-Credit Vocational education courses.
- (2) **Professional Development funding source moved to Perkins:** With the anticipation of the budget cuts all Prof development funding (\$100K) was moved to Perkins. This is the same amount budgeted last year. Some programs have award money for professional Development such as Jennifer Paris ECE program as this is accredited. They are required to attend the national conference. Traveling and conference cost have gone up. A typical conference for out of state is now an average of \$3K- \$4K. Harriet received a request from a program that needs three people to attend a conference, and a discussion is needed to determine who can attend. This means there will be no funds for the rest of the year at \$10K will be taken out of \$100K.
- (3) **Perkins Funding & Out of State Travel:** In Perkins funding any professional development needs approval from the monitor for out of state travel. There were some people who wanted to attend a conference and did not send in the agenda and wanted to travel and come back from out of state conference 2 days after. The monitor checked the website for the conference and did not approve this. Harriet and Nancy will need the agenda as this will need to be attached for out of state travel. If someone cannot find a flight on the same day, then contact Harriet. This helps with the \$300-\$400 cost for the hotel. This does not mean

there is no professional development funding just that the budget is tighter. For some conferences there is a virtual option. Departments can also tell faculty to attend a conference virtually if this is an option.

b) Contracts

i) Renewed with Robin Spurs

(a) Some contracts were cut as this is large cost. Robyn Spurs is on contract to help with the website. There were some areas of website that didn't translate over correctly to the new system. If any faculty need help reach out to Robyn and copy Harriet.

ii) Renewed Career Trees

(a) There is still a contract for Career Trees as they are still being utilized due to outreach needs. Harriet will order some banners. Faculty can pick up banner to use for an event. Gary will reach out to half of the group this week and half of the group the next week. Career Trees are loading horizontal on the website but when printed on banners they are vertical. The banners will slide on and fold out the frame and like a flag they can fold over. There is also a carrying case. There will be many QR codes on the banners so people can connect to the websites. At the Hart district there is work with Connecting to Success Days and there are QR codes for each of the career trees. The link will go to the department website.

iii) Did not renew Videos with Mudturtle

iv) Full Capacity Marketing

(a) Full Capacity Marketing is being use for social media marketing. In house, Harriet is working with Dave Brill and Austin Dave and will do CE Podcast. It was recommended to have faculty come up with a name. Harriet will give a gift card to whoever can come up with a name for the podcast. Students and industry partners can be interviewed for the podcast and push this out to social media.

3) Industry Days instead of College to Career Days - Harriet

a) Flex Credit for full time and adjuncts sub services up to 9 hours then flex credit for participation

i) **College to Career Days:** There will be outreach for College to Career Days. The idea is to do an industry focused event. There are some opportunities such as with [HOSA Future Health Professionals](#). The Hart District has been asked to host their Southern CA conference and will be hosted at COC on September 26th. There will be 9-12 break out session rooms. Faculty can then do a 40 min. break out session and do overview of the program. This will not only reach Hart District but out of district students. There are many programs that other districts don't have. Harriet will send out a memo. Harriet has been in conversation with Heather Stewart and if any faculty attend, they will be received FLEX credit.

ii) **Media Day:** Last year there was Media Day in the spring, and this will be repeated. MEA can include Animation, performing arts.

iii) **Public Safety Day:** There is a new Fire Engine and in November this will then be part of Public Safety Day. The Criminal Justice, EMT, Fire Tech and the Fire Academy programs will be included as well.

iv) **Industry Specific Days:** The suggestion is to have a student walk through the program spaces for 10-15-minute at a time and they can see themselves in the space. How can we relate to a student's parent that what a student will garner at COC will be more lucrative than a 4-year degree. The preference is to have industry partners. Students will be gainfully employed. Who is

hiring our students? This is a work force partnership with the community. Many students can learn about the short-term certificates. The dates are still TBD and will look at spring 24 to host. Dr. Hency Chu has been doing get together with former, current students and industry partners.

- v) **IAC meeting Update:** Clinton Slaughter sent out an email to Depts Chairs from the Hart District on the **College to Career Fair** scheduled for Sept. 15th. For the Surveying and Construction program, it is hard to set up at a table. Is it worth the effort to get many people together? Are these events set up to accommodate some programs that need more space. Every September the Hart District hosts the College and Career Fair as this event is only for them. COC is invited to participate, and Harriet will have a table there for CE. If someone RSVP's this event it may be a beneficial, but they will not receive FLEX credit for participating.
- vi) **Connecting to Success Event (with the Valley Industry Association):** This event is scheduled for September 6th. Students learn how to prepare for the workforce. This year there are 5 visits to campus from all high schools in the city. What are their dual enrollment pathways? The idea is to have industry partners attend during their lunch time to show students how their industry looks. This does not require anyone to be there. Students will be outside, and the tables will be set up in the hallway as they come in for the PAC. This will be 20-30 minutes. It is not clear if this event will be hosted again as this is the first time this event is being hosted. The suggestion is to have handouts. The idea is to host this event 5 times a year but with different programs.
- vii) **AJCC Mandate:** The recession is still being brought up. The AJCC mandate is to work with displaced workers and those who are looking to re-skill and do a career change. They are mandated by WIOA. There are many changes with AJCCC. Goodwill was overseeing the AJCC prior and now it has been turned over to the Jewish Vocational Services (JVS). Faculty expand their relationship with case workers for opportunities that are right here with COC. AJCC has many resources such as reimbursement, childcare, housing and transportation costs.
- viii) **Northrup Grumman Employer:** Some students must pass a security clearance. Students need to meet the certification. This is pre-apprenticeship. SWF counts for 30% of funding. This is part of the Student Center Funding Formula. We need encourage students to send them an email. Need to make personal phone calls to see if they are employed.

4) Advisory Board Meetings – Harriet and Gary

- a) An email from Katherine Hernandez was sent to all faculty to schedule advisory board meetings on the 1st week of school. There will be no advisory board meetings after Thanksgiving. Perkins Funding requires that programs schedule advisory board meetings. Regina has gone to other association and industry meetings and brings back a report as this counts as an advisory board. This is a creative solution to show faculty they are engaging with industry and to confirm that curriculum is relevant. Questions can be asked to industry on technology, what is current? Is there certification that needs more focus? One criticism from industry is, "Why are CCC's telling us what we need?" They are more receptive when a CCC asks what do you need? Advisory boards need to be industry lead, relevant, current. Faculty have struggled to get an industry partner to attend.

5) AI CCC Certification Non-Credit/Certificate – Gary

- a) Gary attended a statewide IA conference at San Jose City College and got together with the director of the Chancellor's Office. The idea is to have students take Python classes to learn programming skills and use AI to set up an app for them. Student will now have a product. The entrepreneurship piece is to use this project as their capstone project. Gary would work with Justin Hunt to make sure the app works. They have this broken up into different groups. They brought in faculty too late. There

are 50 faculty in the state of CA who participated all had the same questions. The idea is to start this in fall 2025. They are pushing more into non-credit. If anyone wants to join, please let Gary know. There is a possibility that this may be too much for one college. The idea is to break this up between multiple colleges. For example, COC would have the entrepreneurship or Python courses, and another college can offer other classes. The classes would be online. All colleges could participate to have that degree so that all students can get credit.

- b) **AI statement:** Need to put together an AI statement through Academic Integrity Committee and then have this go to the Senate.
 - c) **Khanmigo program:** This is happening out of the chancellor's office, partnered with Nocturn to do tutoring. This a pilot program. The is much training with AI. Con Academy was approached by Chat GPT and has partnered with CHAT GPT. The Khanmigo program for students to get training. It is suggested to check out "Brave New Words: How AI Will Revolutionize Education (and Why That's a Good Thing) by Salman Khan
- 6) CCCAOE Conference October 23 – 25, 2024 Omni Hotel Rancho Las Palmas – Harriet and Gary
- a) The hotel is almost full, and anyone interested in attending can send an email to Harriet.
 - b) Justin Wallace is going to be leaving COC. His last day is Friday, Sept. 13th. Justin will be going to Dream Tech. He will be missed in CE. ☹

Future Agenda Items:

2024/2025 Proposed CE Committee Meetings

Fall 2024:

- Monday August 26, 2024 1:00PM – 2:30PM
- Monday September 16, 2024 1:00PM – 2:30PM – Program Review Year 1
- Monday October 14, 2024 1:00PM – 2:30PM
- Tuesday November 19, 2024 1:00PM – 2:30PM

Spring 2025:

- Tuesday February 18, 2025 1:00PM – 2:30PM
- Monday March 17, 2025 1:00PM – 2:30PM
- Tuesday April 15, 2025 1:00PM – 2:30PM
- Monday May 19, 2025 1:00PM – 2:30PM

Adjournment: 2:25 pm.