

# Academic Senate

## Career Education Committee Meeting

May 19, 2025, 1:00 p.m. to 2:30 p.m. (Zoom Virtual Meeting)

| <b>Voting Committee Members:</b> |                                                                                           |   |                 |                                                   |   |
|----------------------------------|-------------------------------------------------------------------------------------------|---|-----------------|---------------------------------------------------|---|
| Gary Quire                       | <i>Business/CE Liaison/Committee Faculty Chair</i>                                        | X | Justin Hunt     | <i>Applied Technologies</i>                       | A |
| Harriet Happle                   | <i>Dean, Career Ed. Integrative Learning &amp; Employment Center /Administrator Chair</i> | X | Larry Alvarez   | <i>Public Safety</i>                              | X |
| Bill Macpherson                  | <i>Visual &amp; Performing Arts</i>                                                       | A | Mark Daybell    | <i>Visual &amp; Performing Arts</i>               | A |
| Brittany Applen                  | <i>Humanities</i>                                                                         | A | Nicole Faudree` | <i>COCFA Representative</i>                       | X |
| Hencelyn Chu                     | <i>Health Professions</i>                                                                 | X | Regina Blasberg | <i>Applied Technologies</i>                       | A |
| Jaya George                      | <i>Health Professions</i>                                                                 | X | SB Tucker       | <i>Public Safety</i>                              | X |
| Jeff Baker                       | <i>Visual &amp; Performing Arts</i>                                                       | X | Siane Holland   | <i>Social &amp; Behavioral Sciences (Adjunct)</i> | A |
| Jennifer Paris                   | <i>Social &amp; Behavioral Sciences</i>                                                   | X | Tim Baber       | <i>Applied Technologies</i>                       | A |
| Jon Amador                       | <i>Visual &amp; Performing Arts</i>                                                       | X | Xanth Stack     | <i>Applied Technologies</i>                       | X |
| Juanita Jaramillo                | <i>Health Professions</i>                                                                 | A |                 |                                                   |   |

| <b>Other Members:</b> |                                                                                          |   |                  |                                                                                                              |   |
|-----------------------|------------------------------------------------------------------------------------------|---|------------------|--------------------------------------------------------------------------------------------------------------|---|
| Carl Decarlo          | <i>Director, Fire Academy Programs</i>                                                   | A | Jeff Gregor      | <i>Educational Administrator, Asst. Superintendent/ Vice President, Workforce &amp; Economic Advancement</i> | A |
| Dr. Daylene Meuschke  | <i>Vice President, Institutional Research, Planning and Institutional Effectiveness.</i> | A | Chad Peters      | <i>Dean, Kinesiology, Health &amp; Wellness, Fitness and Athletics</i>                                       | A |
| Dr. Thea Alvarado     | <i>Assistant Superintendent/Vice President of Instruction</i>                            | A | Jennifer Brezina | <i>Associate Vice President, Instruction</i>                                                                 | A |
| VACANT                | <i>Dean, Health Professions</i>                                                          | A | Marilyn Jimenez  | <i>Administrative Assistant to the Academic Senate and Instructional Support</i>                             | X |
| Dr. James Temple      | <i>Assistant Superintendent/VP, Information Technology</i>                               | A | Nadia Cotti      | <i>Dean, Applied Technology/Dean, Business</i>                                                               | X |
| Jason Hinkle          | <i>Associate VP, Business Services</i>                                                   | A | Nancy Sandoval   | <i>Career and Technical Education Coordinator</i>                                                            | A |

**Start Time:** 1:06 pm

Note: Regina will be taking over as chair in fall 2025.

### 1) Approve Previous Minutes

#### a) April 15, 2025

- i) Motion to approve April 15, 2025, minutes by Larry Alavarez, seconded by SB Tucker. Jaya George abstained. Approved.

### 2) Perkins Budget

- a) **Perkins Budget Update:** There is a 20% decrease in funding. But the CTE headcount has increased. Many colleagues across the state have seen their budgets have decreased.
- b) **SWF Budget Update:** The redirection of nursing funds is still there. There are several billion-dollar deficits at the state level. The district will not have an update on the SWF funding until August as the State Chancellor's Office is doing a re-alignment. In the area of SWF funding this came under budget with other areas.
- c) **Regional Changes:** The State Chancellor's office wants the COC region to align with the CERP region that was renamed to Jobs First region. There are now more of those regions than CCC regions and the idea is to split them. If this happens COC will be grouped with other LA colleges. The regional SWF allocations will become competitive, and this will change the trajectory.
- d) **Perkins FY 2026 Tentative Budget:** There is much equipment cost in SWF funding. Many memberships, supplemental services and faculty lead advising in Architecture is included. The funding supports coaching as there are two student competitions for NOMA and SOLAR. These were cut but the district is trying to support as much as possible. Harriet also must do another 24% for benefits, in addition to the \$90/hr. for faculty. This is a total of 113.00/hr. for faculty. Harriet met with faculty to determine what is an absolute necessity and what is a priority. All areas got cut across the board. Harriet is working on valuing the need for Professional Development. The tentative budget needs to be made in advance and in October it is finalized. If there are changes before October those can be made and approved with the Board of Governors' approval in October.
  - i) **Automotive Department:** Harriet will find \$44K for scanning tools. All cars have computers and there is a need for the software to do the scan. All the software is out of date, and this is a necessity to continue with instruction.
  - ii) **Business Department:** Business needs \$12K to support students' internships and membership for FBLA and VITA Tax assistance programs.
  - iii) **Culinary & Diagnostic Medical Sonography Departments:** Both require industry certification. There may be funds via the lottery funds, however, there are another request.
  - iv) **ECE Department:** There is the accreditation and certification required every year.
  - v) **Electronic System:** There is accreditation certification required.
  - vi) **Fire Technology:** This program has industry specific special certification. There is an appropriation request sitting with the house.
  - vii) **Hotel & Restaurant Management:** There is some software required. Currently students are making reservations by hand, and there is software required.
  - viii) **Interior Design there are students from ID that are now considering a BA program.** The budget was cut in half.
  - ix) **MEA & Commercial music Program:** Commercial Music is extended with the MEA program. There is software needed. Harriet will be using SWF funds for the MEA program.

- x) **MLT, Network Tech, Nursing and Occupational Therapy:** All need contractual services due to accreditation requirements.
  - xi) **Paralegal:** There are industry certifications and there is a big ticket with software. This needs to be consistent as courses are online.
  - xii) **Pharm Tech, PTA, Rec, Sign Language:** All have industry accreditation/certification professional development and memberships required.
  - xiii) **Land Surveying:** 50% was achieved to get the program current. Harriet will also be looking at SWF funding for this program.
- e) **Across CTE Budgeting Needs:**
- i) This area includes areas such as supplement services, ADJ, Classified Clerical, CTE membership, Contract Services, Benefits.
  - ii) **Job Speaker Database:** Katherine Hernandez is working with the Job Speaker database to help track industry members.
  - iii) **Marketing:** There are also professional development fees and marketing. The target was \$10K for marketing. The idea is for the faculty to go to PIO first and then go to Harriet.
  - iv) **Additional Costs:** Administration cost is \$6,277.00, CTEA Distributed, \$177,093 and CTEA across all programs is \$270,040K. Indirect costs are approximately \$28,158.00. This is a total budget for FY 26 for \$481,568.00. Changes can be made if necessary.
- f) **Classified Union concerns:** There are concerns with funds being paid to Robyn Spurs and the fact that this should be a task for classified staff. This position is required to help build all the websites for the new health programs. Robyn Spurs only works on CE and works only a few months at a time. Harriet will need to make her case to HR as to why this should not be a classified position. There was also a discussion about having all school admins for the schools who are level 3 updated the website. However, there are concerns that this would create different looks for the website. In terms of what web developers are charging, what is being paid to Robyn seems reasonable. However, the concern is that creating a classified senate position would then require benefits. Currently Robyn Spurs is being paid \$90K for her work with websites. There are also concerns about getting the positions approved with the current district budget. The website is very specific and the needs for CTE program are different than the rest of the college. The last time a website redesign occurred Robyn needed to be paid more funds to get all the pages to be consistent. Many areas and course materials need to be standardized. Many faculty feel the software required to update the website is not easy to navigate.
- g) **New Perkins Manual:** Harriet will notify us of all the budget updates. Next year there are some areas that will need to be worked on. There will be a new Perkins manual from the State and there are many changes to the comprehensive local needs assessment. There will be a need to look at the Advisory Board handbooks and agendas.
- 3) Any topics we would like to address in the Spring 2025 Semester? – Everyone
- a) **Program Review:** The process has changed a bit. In the fall Harriet is working with HR to do a FLEX session just for CTE. The worksheets go to the deans and not to Harriet. There are

some items that are not a #7777 expense, but they are SWF or Perkins. Harriet would like to institutionalize the worksheets.

- b) **CE Rep on PV:** Jennifer Paris does not feel she is the best CE representative on PV as the ECE program is very specific. She did make an announcement to the committee to see if anyone would like to step up to be the new CE representative on PV. When programs are going through their years 1, 2 and 3 they can then do a program reinitiation to find additional funds for certain programs. However, there is concern that in the next 5 years it will be difficult to identify additional funds.
  - c) **Need more Lab Techs:** There is also concern about not having enough lab techs and students' safety. PV may need to look at how many full-time positions are needed to support the program. Many times, the idea is to hire 1 FTF and run the program with adjuncts. However, for certain programs due to accreditation requirements the accrediting body requires 1-3 FTF faculty to be hired. There is now a budget form required in PV. There are now additional administrators and budget representatives brought into the PV committee.
  - d) **FON Requirements:** In terms of the minimum amount of FTF needed to be employed by the Ed Code, Jason Burgdorfer mentioned that the FON would be adjusted based on FTES to about 200 FTF. The desire to put more funds out to replace retirements will be a push and pull. There is a need to hire more people. The district is 20-25 over the FON and this is a minimum however, the district likes to treat this as a ceiling. If the district is over the FON, then it is not out of compliance.
  - e) **Need to hire more FTF:** In some programs like the health professions programs, they need more than 1 FTF. Need to hire 2 FTF in welding.
  - f) **Need 1 more FTF to teach Dual Enrollment:** If there's no ability to hire at least 1 FTF member to teach dual enrollment, the district will not be able to offer courses at Castaic High school. There is a need to advocate as to why CTE is different from general education.
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#### **Parking Lot for Further Discussion**

- CTE Curriculum Committee

#### **Future Agenda Items:**

*none*

#### **2025/2026 CE Committee Meetings**

##### **Fall 2025:**

##### **Spring 2026:**

**Adjournment:** 2:00 pm