

Academic Senate

Career Education Committee Meeting Summary

September 11, 2023, 1:00 p.m. to 2:00 p.m.
(In Person Bonelli 330 and Zoom Virtual Meeting)

Attendees: Dr. Daylene Meuschke, Dr. Hency Chu, Gary Quire, Harriet Happel, Jeff Bakery, Jennifer Paris, Jon Amador, Justin Hunt, Justin Wallace, Marilyn Jimenez, Juanita Jaramillo, XanTh Stack

Start time: 1:04 pm

Note: Newest Committee member Juanita Jaramillo was welcomed!

1) Approve Previous Minutes:

- a) August 28, 2023, Meeting
- b) Motion to approve the meeting minutes by Xanth Stack, seconded by Jennifer Paris. Justin Hunt abstained. Approved.

2) Odessa College 8-week class schedule – Gary

- a) **Odessa College 2-Day Conference:** Gary Quire will be traveling to Odessa College for the 2-day conference and representing CTE. Gary will provide an update on the conference. The 8-week class schedule idea was discussed at the last IAC meeting. However, this format may not work for all programs. Odessa representatives were at the last IAC via zoom and spoke about how they are running their programs. They only have about 2000 students at their campus. Their campus was struggling and almost shut down. They have almost 100% 8-week classes, but they have a few such as EMT that are in 16 weeks. They have 2000 FTES.
- b) **Business Department 8-week Courses:** In the Accounting program, there are two 8-week BUS 201 offered, as it takes 2 BUS 201 courses to fill up one BUS 202. This has proven difficult for many students. There are some courses which require a break. These classes are still offered in the 16-week format. BUS 117 also works well as an 8-week course. The first class is the intro, and the second class are for students to put a plan together. Enrollment in BUS classes tend to be 50/50 or 60/40 (Bus/Non-Bus students). It is great for students to take these classes who don't have a business background to understand the terminology. Students can then earn a certificate in one semester by taking two 8-week courses.
- c) **IAC Meeting Update:** Dr. Omar Torres clarified at the last Academic Senate meeting, that the Canyon Country Campus is not becoming an 8-week campus. However, there is some focus with AP courses. The plan is to look at the 30% participation rate and provide a focused support. This plan fits well with CE. Programs need to look at the 8-week format to determine if this works well and if it does consider the format. Does a program result in an immediate job placement for students? Is it to continue with possibly an associate degree pathway?
- d) **Institutional Research Development (IRD) and Student Data:** Need to look at who the students are and determine if they are enrolling in an associate degree to get skills for employment. Work will be done with Institutional Research to look at the student data

to see what percentages of programs are made up of in terms of what the outcome is. The 8-week courses are also working for adult learners who have their families.

- e) **General Education Programs:** The suggestion is to work with general education faculty and make courses as student friendly as possible. Students in the traditional 12 units for 16 weeks plan format, which is 4 courses, are not responding well anymore. Students do better when a program is more concentrated with fewer courses.
- f) The 8-week program has been successful in Business. There were two classes that were not doing that well, BUS 190 and 192 and they put them back-to-back in 8-week format and filled them with 30 students. All professors are getting used to the 18-week format. Once faculty get used to it may work and if the 8-week format is working for a program. For Business it worked otherwise they would have cancelled the classes. Accounting is also on board. There needs to be a 2 to 1 ratio for BUS 201 & 202.
- g) **Program Pre-Requisites:** Are you offering 8 weeks courses with traditional 16 weeks in Business? Does this affect pre-requisites. In BUS there are no prerequisites. In Accounting there are prerequisites for example, students need to take BUS 202 before they can take 204. 8-week courses allow for faculty to be creative with the schedules. Close to 30-40% of BUS classes are in 8-week format. The program is now eliminating course formats that are working. Gary taught the same course in 16-, 12- and 8-week format.
- h) **Odessa College Marketing Strategy:** Odessa college was in an emergency state. The marketing campaign they used for "fast and focused" didn't work well. They instead focused on "rigor and excellence." Their entire system made a shift focusing on instruction and registration. COC is calling the shift "focus." Odessa is looking at student schedules and helping them register for the courses. 85% of courses are short term. They have a 2-day break between fall 1 and fall 2. If student miss a class, there are other course options.
- i) **COC "Focus":** At COC the paradigm is, are students entering the workforce or obtaining an AS degree for transfer? This is the focus with intension and if students commit to a program what is the outcome for them. In regards with ATC, programs are sharing the curriculum with employers to get a commitment that upon completion for Milling and Tooling the employer will guarantee an interview.
- j) **Questions:** Marilyn will send out an email to the CE committee to send questions to Gary to take to the conference. If any committee members have any questions, please forward them to Gary so he can ask at the conference.

3) CCCAOE Fall 2023 Conference Dates 10/17/23 – 10/20/23 Location Omni Rancho las Palmas – Gary & Harriet

- k) **CCCAOE Pre-conference** is on Tuesday and the regular conference kicks off Wednesday. If you want to attend, please reach out Harriet. There are 533 people register. Omni Hotel sold out in 4 days. There are hotels around that are short walking distance which still have space. If you want to attend, please let Gary, and Harriet know. Xanth will be attending and Claudenice McCalister will be attending.
- l) **Conference Focus:** The big focus is on trying to get more faculty involvement to have break out presentations. Gary may present on mirroring courses with non-credit in spring 24 as many colleges are not doing this. Gary Quire and Garret Rieck will be presenting together. The idea is to get more faculty to attend. The focus has changed a bit in terms of being the leading voices for CE in the state. CCAOE is now more integrated with the chancellor's office and other organization such as ASCCC. There are

now 3 membership activities such as, strong advocacy for any given legislation and initiatives which are circling around CE and offering more professional development. There used to be a many breakout sessions. The idea is to now do a round robin, so sessions are offered multiple times to allow faculty to attend all they are interested in. There is a now a climate strand in terms of current professional dev. If faculty need a sub for their classes so they can attend the conference they will need to work with their dean.

4) SCCRC Regional Meeting with ASCCC Date 10/06/23 from 10:00AM – 2:00PM Location Ventura County Community College District Office in Camarillo – Gary & Harriet

- a) **SCCCRC the Southcentral Coast Region:** This region includes Santa Clarita, Antelope Valley, Santa Barbara, Cuesta, and Allen Hancock college. The region is heavy in agriculture. There used to be a conference at ASCCC covering Non-credit CTE Institute for a day in half event. This has been changed to a 1-day event at Compton college for the south region. The toolkit was a big conversation. Lynn Shaw from AV was brought in and is contracted with ASCCC. Last year a road show was going to be done with the region. What is the need for every region?
- b) **CTE Toolkit:** The toolkit will be discussed again. This was discussed at Compton college. The toolkit is at a standstill. As per Dr. Van Hook there are some areas of the toolkit that need to be revised. It is recommended faculty attend the event to learn more about how this tool will work for programs. The CTE toolkit is in transition as ASCCC is in the process of electing new members.
- c) **Road Show:** The Chancellors office and CTE are doing a road show, and each region will service the convening location. On Oct. 12th a convening will be done to get feedback. As a college the plan needs to be reviewed for the overlay vision 20/30.

5) Advisory Board Meetings – Harriet

- a) **Advisory Boards:** The Advisory Boards need the comprehensive local needs assessment as this is needed by Perkins. A survey needs to be done with over 8000 regional employers to make sure are we capturing the right labor plan. Based on responses that they share this will generate data from employers. All faculty need to make sure their Advisor board meetings are being scheduled. There are now over 30 programs that can solicit feedback. Need to submit report with Perkins application in the spring. How many employers are sitting on advisor boards and regularly attending meetings? If it's only faculty then it turns into a faculty advisory board meeting. Please reach out to Justin, Paula Hodge if anyone needs industry members on their advisory boards. Who are the employers' posting jobs and internships? It is suggested to start networking within the employers.

Announcements:

Open Forum for Discussion Agenda Item #4:

SCCRC CTE Deans, CTE Liaisons, and CTE Faculty: This year, the Academic Senate for California Community Colleges (ASCCC) and SCCRC are collaborating to bring a CTE mini conference to our region

on Friday, October 6th from 10am to 2pm, with lunch included. There will be a remote option available, however be advised it is a whole different experience in terms of catching live audience participation.

This workshop is intended to empower CTE faculty and other CTE professionals by providing participants with the knowledge, skills, and insights needed to be effective advocates and problem-solvers on issues impacting CTE students.

Location will be at the VCCCD District Office in Camarillo (probably in the Lakin Boardroom).

CTE faculty, academic senate leaders, curriculum chairs, classified professionals, administrators, and students are all welcome to join.

ACTION NEEDED!

1) Please take the poll here to determine those topics you feel are highest priority for this meeting.

2) Please Register on the ASCCC website here: October 6, 2023 South Central Coast Region

On behalf of SCCRC,

Amanda Lake

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Future Agenda Items: none

Adjournment: 1:55 pm