

Academic Senate

Career Education Committee Meeting

February 14, 2022 1:00 p.m. to 2:00 p.m. (Zoom Virtual Meeting)

Attendees: Brittany Applen, Daylene Meuschke, Dr. Kathy Bakhit, Garrett Rieck, Gary Quire, Harriet Happel, Heather Dotter, Hency Chu, Katherine Hernandez, Jeff Baker, Jennifer Paris, Justin Hunt, Justin Wallace, Larry Alvarez, Marilyn Jimenez, Mary Corbett, Nadia Cotti, Nancy Sandoval, Dr. Omar Torres, Paula Hodge, Regina Blasberg, SB Tucker & Tina Waller

Start Time: 1:03 pm

- 1) Approve Previous Minutes
 - a) December 06, 2021
 - Motion to approve the minutes by Brittany Applen, seconded by Regina Blasberg. Unanimous. Approved.
- 2) Talk about continuous virtual meetings (Covid 19 Pandemic / Brown Act) (Gary)
 - a) Academic Senate passed a “Statement on Finding Facts to Implement Teleconferencing During a Proclaimed State of Emergency” resolution. As long as this resolution is in effect Senate meetings will continue to be held by remote modality (Zoom.) Academic Senate sub-committee can continue to meet online and follow the Senate resolution or they can choose to meet in hybrid format. The CE committee meetings will continue to be held online.
- 3) Discuss Updating all Websites (Harriet/Gary)
 - a) Harriet suggested that all CE programs review their websites to determine what may need to be updated, and make sure all links on webpages are working properly. There was a reminder that the Accreditation team will evaluate our college during the week of March 7th. If departments identify areas that need improvement these areas can be listed in bulleted format and sent to Harriet. Harriet will then forward to Robin Spurs.
 - b) There is some concern with new programs not including the Program Maps on their websites. However, it was clarified that Program Maps will not be published for program which have yet to start. Not having the most up to date information on the websites can create confusion.
 - c) Full Capacity Marketing has finished their contract.
 - d) Suggestion is to do more social media marketing. There are 30 sec. videos that can be done as well as other forms of marketing.
- 4) CTE Tool Kit AdHoc update (Gary)
 - a) Regina and SB have been working on a draft. The group will meet next Wednesday. The draft will be circulated tomorrow before lunch time. The draft will include a lot of research. The goal is to get this draft to the Academic Senate to be included on the March 10th agenda. As a reminder the CTE Toolkit looks outside of the traditional associate’s degree. For any departments that are interested in using the CTE Toolkit it is recommend that they attend the Senate meeting.
- 5) Agenda items for Spring 2022 Semester (Harriet, Gary)
 - a) Reminder that if anyone has ideas for possible future agenda items to please send to both Harriet and Gary.

6) Updates from Harriet (Work Base learning, Linked and Learning, and Internships)

- a) Perking's Update: As a reminder, both Nancy Sandoval oversees the Perkins funding. Nancy sent an email regarding a spend down plan. Perkins is approaching the 4th quarter. There is a need to collect specific data. Discussion will need to take place with Advisory Boards to determine what it is employers need. The grant application is due on May 15th. This data will need to be noted in the NOVA system in order to get the funds.
 - b) Employment Center- Harriet Happel is now managing the Employment Center (previously the Career Center) and will be including Project Base Learning. There will be an application for the Innovation and Inclusion grant for professional development funds for AAC&U. The state has stated that there needs to be a demonstrated need in order to commit to this. An Employment Engagement Plan is needed and is due at the end of the semester. This will need to be submitted to the state. This is additional funds given to the states under the region which was allocated to fund regions. Paula Hodge, new Director of Emp Engagement, will now report to John Milburn and Harriet Happel. Paula had an opportunity to engage with students on LinkedIn Learning. This platform helps to identify who is hiring in SCV and is connected to Career Connects. Students will need to have a Job Speaker Profile. This also allows for the integration of e-portfolios. Goal is to have all students earn some type of work-based learning as this creates a competitive advantage for them. There is a Job Fair scheduled for 3/11 and will be face to face.
 - c) There is place grant that has been awarded through *Bring Theory to Practice* via the *Melon Foundation*. There are over 30 students who have come in and out of this process. There have only been two CCC's that have participated in this grant and COC has been one of them.
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Announcements: Open Forum for Discussion

- How has COVID clearance worked for others and has anyone had any problems with students?
 - There may be a glitch with uploading documents and collecting student ID's. There may also be a problem with cccapply.org. The college is waiting on the state to fix this issue. The socialization aspect has also been hard for students to adjust.
- If there is a relaxation of masks do faculty need to wear them?
 - Faculty are finding it hard to wear KN95 and N95 mask when teaching in person. Surgical masks are much easier to wear than the KN95 or N95 masks. It was clarified that the state of CA is lifting the mask mandate, however LA County is not. COC will follow the LA County Health Guidelines and faculty will need to continue to wear their masks.

Future Agenda Items:

- Pebble Pad Presentation (Brittany and Alexa)
 - Any questions regarding Pebble Pad can be addressed via email to Brittany Applen.

Adjournment: 1:49pm