

Academic Senate

Career Education Committee Meeting

September 26, 2022 1:00 p.m. to 2:00 p.m. (Zoom Virtual Meeting)

Attendees: Brittany Applen, Daylene Muschke, Dr. Hency Chu, Dr. Kathy Bakhit, Drew LaFave, Gary Quire, Harriett Happle, Heather Dotter, Jeff Baker, Jeff Gregor, Jennifer Paris, Justin Hunt, Justin Wallace, Larry Alvarez, Marilyn Jimenez, Mark Daybell, Nadia Cotti, Nicole Faudree, Paula Hodge, Regina Blasberg & SB Tucker

Start Time:1:03 pm

1) Approve Previous Minutes

a) September 12, 2022

- I. Motion to approve the minutes by Justin Hunt, seconded by SB Tucker. Unanimous. Approved.

2) Fall Schedule (Accelerated Classes 8-week, 5-week classes) (Harriet & Gary)

- I. It is recommended to have faculty look at their schedules for fall to see if 5-8-week courses can be scheduled. The idea is to compete with the various for-profit schools. This will make COC more competitive. It is understood that the 5-8-week model may not work for all programs such as Nursing or EMT need to continue to offer 16-week courses. If faculty are not comfortable with 5 weeks then they can do 8 weeks
- II. The State Chancellor's Office and CA Master Plan all assume students are here for an AA and this is lessening. Need to present in a way that is double in the programmer mapper for short term certs. For CE students it is 9 units and this is part of funding formula and SWF and need to look at what can be done feasibly. Many students will return to school as the gig economy is highly influencing by automation. The worker of tomorrow will continue to enter and exit for new skills as the technology is changing and will not be viable 3 years from now. Need to look at how to not just maintain but grow enrollment. This is happening in a system of less students and less 18-24 yr. old.
- III. Advisory Board: Gary will be presenting the hospitality program to the advisory board. There are possible certificates and many students like the idea of 8 weeks classes. They are excited about the certificates and having 1-3 certificates by fall or winter.
- IV. Business Entrepreneurship Program: The program will be looking at 8 - week courses. Courses such as Health Sci. Terminology, Welding and Manufacturing can scheduled 5-week classes. Students want to get in and out quickly as students are looking at time and cost. Need to look at what certificates can get students the skills they need, to get employed and complete in a short time period.
- V. MEA Program: In design it is understood that softer skills are needed. The

solution is to do both. A certificate in adobe illustrator and in-design are desirable to the student and employer however, there is concern with having students stop there. The program wants to ensure students are being serving well but also advise students to continue for another year as this can increase earning and satisfaction will elevate. The program focuses mostly on software, design and creative program skills. Software courses can be mirrored in non-credit as this would be a great opportunity to obtain skills for those currently employed.

- VI. EMT Program: Last year the program began experimenting with converting some online sections to 8-week and many courses filled well. Additional sections were filled compared to pre-Covid. UCLA runs an accelerated EMT program in 30 days. The pass rates are good but the reputation isn't because their graduates forget everything by the time they get hired.
- VII. Paralegal Program: This program only offers one section of each class a semester. There is concern that if the program converts to 5 or 8 weeks and the classes are canceled for low enrollment, then that gets students behind in their courses. It seems like the program needs to either convert the entire program into 5 or 8 weeks or we continue as we have been. There is a mix of students (18-50+), so short term doesn't always fit.
- VIII. Land Surveying Program: For Fall 23, now that there is a FT faculty member who can reliably and repeatedly teach during the day, an 8-week hybrid Surveying 101A/L will be offered. This will be offered in addition to the existing 16-week night classes. The hope is that enough interest and enrollment is gained in short term day time classes.
- IX. Recommendation to Program Mapping: Need to demonstrate, for example, that if a student's stops early this is the earning potential but if a student's goes further there is a higher potential. For many their life only allows a short-term program. It is not unusually to earn a short-term degree and then obtain tuition reimbursement once employed.
- X. Combination Option: Grand Canyon and Arizona State are both doing very well. The majority of their enrollment is online across the nation. When changing to 5-8-week sections it is important to make sure the courses are scheduled during the day so students can take multiple classes. The whole sequence of classes needs to be changed or looked at different. This can be challenging if a faculty member has taught only 16-week classes. Courses can be taught on Fridays, as well as a Tuesday, Thursday and Saturday classes. The Saturday classes may not work for those students who work during the weekends. There is concern that the college does not provide support for students on Friday and many offices and services are closed. The district has stated there are not enough funds to keep those areas open. An all-day Saturday class has been scheduled at CCC and there is concern as to whether the campus will be open. This will be revisited again as this is something that needs to be considered.

3) Program Review New Perkins Tab (Harriet)

- I. There will be no more Perkin's worksheets as this will be in program review. It suggested to have faculty attend the training so people can see what this

looks like. If anyone wants to use the worksheets please let Harriet know. Daylene sent an email to Dept. chairs regarding the upcoming trainings below. The repeat session and will be recorded to show the budget session by Jason Hinkle. Both sessions will have breakout sessions and program review data.

- Academic Program Planning & Review Training: Wednesday, October 12 | 11:30am-1:00pm (registration link: https://canyonsonline.zoom.us/meeting/register/tZlpceysqD0pE9UotyOdJ5_ipXPx0ObIMWFK)
- Repeat Session: Friday, October 21| 3:00-4:30 pm (registration link: <https://canyonsonline.zoom.us/meeting/register/tZMtde-oqzMpEtdqHs1OyFKUN1hXDRhj5vcl>)

- II. The state increased the allocation in the last 2 weeks for this award of which the college is a quarter into. Harriet will need to add supplemental services, Deans are talking to faculty about the IEDE grant and the Institutional Block grant. If there is a dire need in regards to equipment please contact Harriet. There is \$99,000 extra in Perkins and Harriet will do the best to budget. She will need all request by the end of the week. Recommendation to look at Block Grant bill as the Deans have the worksheet.

4) Employment Center Open House (Harriet)

- I. The employment center open house is scheduled for this Thursday. Please share with students so they can drop by the employment center. The idea is to get students to set up their job speaker profile which is the digital platform for job and internship placement. Students needs to take advantage of this pool. If students create their job speaker profile they will get a piece of pizza from Costco, a bag of chips and a drink. The event is scheduled from 11:30am -1:30pm in the X-6 building.

5) What's on mind?

- I. CCCAOE: At the CCCAOE and at board meeting the request is to get more faculty involvement. If anyone is interested in attending the conference please contact Gary and Harriet.
- II. Facilities Master Plan (FMP): The facilities request and needs application did not ask how to make and use of space or how to make it more functional for programs. It recommended to have each of the program chairs meet with their Deans and the Consulting group. These are two-hour sessions and will be the opportunity to explore further. CE does not have a collective request. Consultants will look to leverage the requests of one or the other and find some common areas. At the EFMP, many questions were directed at enrollment of underrepresented populations and not so much on departments needs for equipment or space. There are some things depts can do when looking at the facilities master plan. The focus should be what does your dept need? There was a reminder that equity is at the foundation of the strategic and Guided Pathways plan. The EFMP is both and there is a need to look at the populations not being

served and look holistically at programs. In some programs, for example there is a small African American students' population and faculty are being asked to make decisions based on 3 minority students. Classroom space for example will affect all students. These same areas will also be addressed in Program Review. This is institution wide and it should not fall only on one program. Support will be provided by Alene Terzian as she is currently serving as the ASCCC DEI liaison and will work on a toolkit that will help faculty.

Announcements: Open Forum for Discussion

Future Agenda Items:

Adjournment: 2:03 pm