# Career Technical Education Committee Minutes

**DATE:** October 12th, 2010; room 304  
**TIME:** 12:30 to 1:30 P.M.  
**Committee Members Present:** Robin Aliotti, Shirley Baskin, Catherine Fonseca, Mike Grillo, Kiran Kamath, Cindy McGrath, Joe Meyer, Cecil Nasworthy, Len Price, Clayton Smith, Reginald Turner, and Debbie Wilson.  
**Guest:** Alex Sterling, Sandra Mills, and Dr. Terence Elliott, Interim Senior Dean of Instruction.

Catherine Fonseca *(Note Taker).*

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| 1. Welcome & Announcements | - Members were welcomed by Mike Grillo, Committee Chair.  
- Kiran Kamath introduced Dr. Terence Elliott, the new Interim Senior Dean of Instruction.  
  - Dr. Elliott has been an educator for over 30 years; he taught high school for about 10 years, was part of the Academic Senate, and has been a Dean at our sister college, Contra Costa College, for a few years.  
  - If there are any questions, he can be reached at ext. # 3216.  
- Please encourage fellow faculty to return the VTEA surveys; we are going for 100% return rate.  
- The Contra Costa Community College District, along with schools districts in the area, and ROP have partnered up to create a county wide CTE website. Catherine Fonseca is helping compile information that will go on the website. She will send out a table asking for 4-5 job titles per certificate and degree that our LMC CTE programs are preparing our students for. Please return to her in two weeks, by Oct. 28th.  
- Kiran Kamath would like to encourage faculty members to attend the student success conference next year. This is a great opportunity for faculty to learn what other colleges are doing and to network with other people. The conference will take place the first week of Oct. of 2011. If you are interested in attending, please let Kiran know. |
| 2. Brainstorm Mission of CTE Committee | - Mike Grillo continues to do research on the mission statement.  
- Will follow up with report on next meeting. |
| 3. SB70 Summer Camps | - Kiran Kamath would like for the different departments to think about whether or not they want their programs to participate on a summer camp on 2011. The camps would be funded, given that the funding is granted, from SB 70.  
- SB 70 has 3 components:  
  1. Core grant- Non competitive  
  2. Supplemental-Non competitive  
  3. Innovation- this is a competitive collaborative section; the focus will be allied health.  
- The non competitive sections of the grant has 4 areas of focus:  
  a) Career Exploration  
  b) CTE Sectors  
  c) Teacher/Faculty Externships  
  d) CTE Professional Development |
1. There are several CTE programs that have express interest in participating in the camps; the camps will model after the PTEC summer academy.
2. The summer camps would support the building of pipelines between HS to college to work, or HS to College to 4 yr. institution models.
3. The target group for the camps would be juniors and seniors at our feeder high schools.
4. At this point all Kiran and Tawny would like to know is who is interested in participating in the summer camp; this will help in writing the grant application. If they know what the need is they can put it in on the application for the funds.

### 4. Center for Academic Support
- Alex handed out “Idea- a student help plan” handout to faculty.
- Alex encourages instructors to schedule at least one office hour at the CORE; it would be great to do it for the whole semester, but it is not necessary.
- The faculty that participate in the “professor is in” do not have an office assigned to them, nor a computer; however they are welcome to use any of the computers in the lab, and use any of the tables in the center.
- The center has seen an increase in numbers of students who utilize the services.
- The CORE does NOT have a tutor for all the CTE programs; the only programs that have tutors are ETEC, Computer Science, and Business. Unfortunately, the funding for tutors is limited, so each program needs to be able to fund their own tutor.
- Having a tutor in a lab setting is possible, but not to have an in class tutor.
- If you have any suggestions on volunteer tutors or additional resources, please forward the information to Sandra Mills at SMills@losmedanos.edu.

### 5. Suggestion of future agenda items
Mike Grillo passed around a sheet to the committee for future agenda items suggestions.

### 5. Meeting Adjourned
Meeting adjourned at 1:30 pm

**Meeting Dates:** 2\textsuperscript{nd} and 4\textsuperscript{th} Tuesdays.
- Fall 2010 Meetings:
  - November 9\textsuperscript{th}, 23\textsuperscript{rd}
  - December 14\textsuperscript{th}

**Future Agenda Items:**
- Math Preparation for individual Occupational Programs
- Recruitment of Vets
- Institutional Level Assessment Plan
- Perkin ideas that work