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<th>Item #</th>
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| 1. Welcome & Announcements | - Members were welcomed by Mike Grillo, Committee Chair.  
- Agenda was approved with minor changes  
- Some faculty and management will be attending the CCAOE in Southern California from Oct. 27th to Oct. 29th.  
- Catherine Fonseca just came back from the National Career Pathways conference in Dallas; it’s good to see how CTE and articulation is being done across the nation. |
| 2. Standardized and Centralized Placement Report | - Reggie Turner would like to find a better way to track students’ employment placement.  
- Reggie handed out a copy of the “student off campus hired verification form”, and “occupational education employment placement” forms that he is currently using; he hopes to get feedback from committee members. A few changes were suggested by committee members.  
- Committee members also express concern in the way our certificates and A.S degrees are being tracked by A&R, and the lack of tracking for skill certificates. Is there any way that CTE programs get credit for students who complete skill certificates?  
- The link to fill out the “petition for graduation” form is not easy to find online and the system in place is not student friendly. Can the committee invite Robin Armour to talk about this in the near future?  
- Is there a way to also try other forms of accomplishments?  
- How do we track students who start their own business? Some of the Travel Marketing students go on to establishing their own business and we should be able to track it. |
| 3. SB70 Summer Camps | - Los Medanos College has received this funding for the last 4 years.  
- The focus of the grant changes every year.  
- The summer camps would be covered by the grant, but will be only one of the different activities on the grant.  
- Can the funding also cover externships?  
- The Business Department would be interested in participating.  
- Tawny Beal will call a meeting for faculty who are interested in participating. |
| 4. Assessment | - The committee has been focusing on the definition of what is a “program”:  
  - Any courses that leads to a degree  
  - Any courses that leads to a certificate |
An organized sequence of courses that leads to an objective
  o If anyone needs additional help with the process, Janice Townsend will be available for help on Nov. 15\textsuperscript{th} from 3 pm to 5 pm in the library.
  o Debbie Wilson is also a coach and would be willing to help anyone that needs it.

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