Career Technical Education Committee Minutes

DATE: December 14, 2010; room 420
TIME: 12:30 to 1:30 P.M.
Catherine Fonseca (Note Taker).

Meeting Dates: 2nd and 4th Tuesdays.

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<th>Item #</th>
<th>Topic/Activity</th>
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| 1. Welcome & Announcements | o Mike welcomed members  
o Program Review is due this Friday, December 17th at 5 pm. The system will automatically close at 5 pm. Mike Grillo is willing to help members if anyone has any questions or needs help.  
o If you need funding for new hires and/or new equipment, please include it in your Program Review, and make sure to speak with Kiran Kamath, your supervisor, about this topic. You can contact Kiran via email, in person, or by phone to speak to her about this matter.  
o Don’t forget LOAD sheets are due this week.  
o Summer schedules were due Friday, December 10th, so if you have not turned them in, please do so ASAP.  
o Please continue to work on your graduation check list, please have it ready for next semester.  
o LMC will be meeting with DVC to talk about the next SB70 application. If you are interested in having your program participate in the academies, please contact Jim Martin, Project Lead. Jim’s extension number is 3194. |
| 2. Assessment-SLO levels | o Everyone on campus is involved with assessment.  
o BRIC is helping the college with the data from the institutional assessments; their feedback to the college is that it is a complex assessing model.  
o If anyone is interested in attending the BRIC meeting, it has been scheduled for Jan. 28th, location TBD.  
o Assessment focuses on the process of what needs to improve and how to improve it effectively.  
o There are 5 groups at the Institutional level that are being assessed: GE, CTE, LLS, Student Services, and Developmental Education.  
o CTE is the only group left to assess at the ISLO level. Is it appropriate for CTE programs to have ISLO’s? Is it appropriate to assess them?  
o Recommendations about changing the model can be made during the meeting with BRIC on Jan. 28th.  
o Title V requires assessing at each level.  
o How are the ISLO’s being reported? Cindy McGrath is meeting with faculty and talking about the results and observations. The results and findings are reported back by taking notes and minutes of the findings.  
o The assessment process and results at the ISLO Level started by a dialogue between faculty and departments and the results are being reported by comparing results over time; the results are capture by taking minutes about the findings and comparing them.  
o We need to be cautious when we say there is an assessment process for ISLO’s because we will be accountable for it and assessing |
Questions or concerns rising about assessment:

- Do we want to keep the model and is it sustainable?
- Historical CTE has had the flexibility to select the SLO’s that will be assess, so if we say that we will assess, CTE programs will no longer have that same flexibility.
- Doesn’t it make more sense to assess by program rather than assessing CTE as a whole?

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<th>GE</th>
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<tr>
<td>ISLO’s</td>
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<td>Student assess @ GE level</td>
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| ISLO’s | ISLO’s | ISLO’s |
| PSLO’s |
| CSLO’s | CSLO’s | CSLO’s |

Major access @ PSLO

Title V requires to assess at every degree and certificate

Handouts: SLO Alignment

List of GE Outcomes and Occupational Education SLO’s (list of Occ. Ed. SLO’s is missing SLO #5)

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**Meeting Dates:** 2nd and 4th Tuesdays.

- Spring 2010 Meetings:
  - February 8th and 22nd
  - March 8th and 22nd
  - April 12th and 26th
  - May 10th

**Future Agenda Items:**

- Math Preparation for individual Occupational Programs
- Recruitment of Vets
- Institutional Level Assessment Plan
- Perkin ideas that work

Meeting Adjourned

Meeting adjourned at 1:30 pm