# Career Technical Education Committee Minutes

**March 23rd, 2010**


Mike Grillo (*Note Taker*).

Guests: Dave Belman, Blas Guerrero.

## Agenda Item # 1. Welcome & Announcements

Mike welcomed members to the meeting. Agenda was approved. Minutes were approved without any changes.

## Agenda Item # 2. Assessment Plan in Program Review

Copies of Assessment Plans submitted with Program Reviews in November 2009 handed out to all the program chairs/leads as a reminder of what needs to be completed in spring 2010. Since programs are conducting assessment of CSLOs and PSLOs this spring, programs should consider doing two-fers where possible.

Assessment Coaches: Debbie Wilson, Scott Cabral, Janice Townsend, Tue Rest

Training sessions on CLASS scheduled for April 19 and 26.

## Agenda Item # 3. Student Orientation/Welcome week

Innovative and new approaches are being considered to reach high school students entering LMC for the fall 2010 to have them better prepared. LMC is expecting 1,400 first year students in Fall 2010.

Information tables during welcome week/BBQ in August 2010.

New Student Orientations on May 22 and June 5, 2010.

Career Center is developing a plan to assist re-entry students.

We are exploring offering an orientation day at the Brentwood Center.

Meeting adjourned 1:30 pm

## Meeting Dates:

**2nd** and **4th** Tuesday of the month

Spring 2010 Meetings:
April 13th, 27th
May 11th, 25th

## Future Agenda Items:

- Math Preparation for individual Occupational Programs
- Assessments
- Tutoring at the CORE
- Follow up for Member of Curriculum Committee
- Recruitment of Vets