

**CTE Committee Meeting
Tuesday, March 10, 2020
12:45 – 1:45pm
Room: CO-420**

Agenda Topic	Desired Outcome	Lead	Time	Follow up notes:
<p>Welcome & Introductions</p> <p>Announcements</p>	<p>Open the meeting</p>	<p>Debbie Winckler, All</p>	<p>12:45 - 12:50pm</p>	<p>Attendees:</p> <ul style="list-style-type: none"> • Natalie Hannum, Melina Rodriguez, Debbie Winkler, Irene Sukhu, Catherine Fonseca, Michael Kean, Paul Cutino, Erlinda Jones, Bill Bankhead, Dann Gesink, Curtis Corlew, Frank Dorritie, Cindy McGrath, Debra Hawkes, Collins • 2 student guests from the LMC Experience newspaper • Possibility of faculty moving online to teach due to COVID-19 • Natalie has a meeting with Courtney D. to discuss Zoom meetings and software, which all 4cd employees are licensed with Zoom accounts. Log into Insite to access. • Academic Senate meeting will take place tomorrow to discuss more details regarding faculty.
<p>Institutional Accreditation</p> <ul style="list-style-type: none"> • Website Update 	<p>Informational</p>	<p>Nikki Moultrie</p>	<p>12:50- 1:05pm</p>	<p>Nikki wasn't present to discuss this.</p>
<p>Funding Application Process</p> <ul style="list-style-type: none"> • SWP/Perkins 	<p>Informational</p>	<p>Natalie Hannum</p>	<p>1:05-1:45</p>	<ul style="list-style-type: none"> • Currently under reauthorization • Important documents regarding Perkins 2020-2021 is currently up and available online on WED website, now accepting applications. • Natalie is officially giving Perkins to Bill Bankhead moving forward. • Discussed permissible spending per the handout. You cannot purchase textbooks with this funding

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				<p>even if they were intended to be used in the classroom. No supplanting. Supplanting is considered to be when it is the college's responsibility to pay for or provide with college money, these items cannot be purchased or people cannot be reimbursed with grant monies.</p> <ul style="list-style-type: none">• Discussed states travel ban per the handout. Otherwise allowable spending, professional development, etc. must have all conference documentation completed and submitted to Natalie Hannum at a minimum of 8 weeks beforehand. No exceptions.• Discussed Perkins application- please submit your application as a Word document, making it easier for Natalie and Irene to cut and paste into the final online submission form.• The Perkins application requires that you input your TOP Code on the application. If you do not know this, ask Irene or Natalie.• Additionally, this application requires that you provide LMI data. Please reach out to Bill Bankhead if you need your department's LMI data.• Natalie recommended that because we have the money to request, that we should be frivolous in the case that it is granted. It is more important to have equipment of quality.• In this case that you are retrieving quotes from vendors now, the money won't be used until later this year. Please make sure to obtain accurate quotes with prices reflected later in the year.
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Adjourn				
Meeting Schedule for 2019-2020: April 14, and May 12				