

LOS MEDANOS  
COLLEGE

**LMC CTE Committee (Zoom)**  
Tuesday, September 13, 2022, at 1pm

<https://4cd.zoom.us/j/83702103850?pwd=QWNlVWtoc3JEbDkyQzNrOW1UTUh1dz09>

Item Number	Agenda Time	Item Time	Topic/Activity	Information/ Discussion/ Action
<b>1</b>	1:00pm	10'	Welcome & Announcements - Welcome, Dr. Tiffany Welter, new CTE counselor!	<p><b>Information</b></p> <p>Dennis Franco welcomed the group. Welcome (back) Dr. Tiffany Welter! She is working with CTE students and has met with some. She is happy to meet one-on-one; present respective CTE programs at the faculty meetings (3/year). Fridays on zoom. She encouraged the group to invite her to advisory meetings to learn more about programs.</p> <p>Dennis shared that the CO-200 Computer Science Lab will be transformed into an online student workspace. Students can use this space to attend online class or quiet space to do work. (Will utilize 15 of 40 computers). He also shared that there is a credit card machine to be installed in the auto area to accept payments.</p> <p>Cynthia Perez-Nicholas shared information about the Career Crawl series, which consists of career preparation workshops to help students be competitive and marketable when they enter the workplace. There will be info sessions followed by employer sessions (on Zoom), organized by pathway. “Explore Your Tomorrow” 3-prong fair with HBCU caravan, Transfer Day, and Opportunity Fair. October 25.</p> <p>Things to remember:</p> <ul style="list-style-type: none"> <li>• Box 2A application to Dennis by 09/16</li> <li>• Program Review training on Fridays</li> </ul>

2	1:10pm	15'	2022-2023 Grants Overview	<p><b>Information</b></p> <p>Bill Bankhead shared information regarding the Perkins &amp; Strong Workforce Program grants. The proposals are approved, and requestors have received emails with their respective allocations.</p> <p>Kim Wentworth shared a link to the LMC Library Resource Guides. She was able to obtain these resources using grant funds. <a href="https://losmedanos.libguides.com/?b=g&amp;d=a">https://losmedanos.libguides.com/?b=g&amp;d=a</a></p> <p>The total allocations:</p> <p><b>\$329,018 Perkins</b></p>
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Project	Activity Code	Current
<b>TOP Code</b>		
Auto Tech	094800	\$50,010
Early Childhood Education (ECE)	130500	\$63,200
Drone Piloting	095000	\$31,692
EMS	125000	\$7,615
Welding	095650	\$6,500
ETEC	093400	
<b>Subtotal for TOP</b>	<b>48%</b>	<b>\$159,017</b>
<b>Across TOP Code</b>		
Counseling	631100	\$20,000
Guided Pathways	684120	\$8,000
K-12 Articulation & Matriculation	702074	\$13,500
VTEA - Library	702081	\$25,000
Regional CTE Marketing	684118	\$56,551
Online Education	702034	\$10,500
VATEA-Professional Developme	702072	\$20,000
<b>Subtotal for Across TOP</b>	<b>47%</b>	<b>\$153,551</b>
VATEA-Admin (5%)	702012	\$16,450
	<b>5%</b>	
<b>Total</b>		<b>\$329,018</b>
<b>\$1,108,326 SWP Local</b>		

Project	GL Activity Code	Budget
<b>TOP Code</b>		
Auto Tech	094800	\$128,577
Nursing - LVN	123020	\$0
Nursing - RN	123010	\$1,216
Child Development Center	692000	\$0
ETEC	093400	\$65,000
Construction	095200	\$53,500
Drone Piloting	095000	\$18,165
FLOW	095670	\$12,836
<b>Subtotal for TOP</b>	<b>#REF!</b>	<b>\$279,294</b>
<b>Across TOP Code</b>		
CTE Counseling	631100	\$161,500
Career Exploration / WBL	634000	\$93,868
Workforce Dev. Unit	684000	\$252,668
Online Curriculum Dev	702034	\$10,500
CTE Marketing	684118	\$163,838
<b>\$541,955 SWP Regional</b>		

				Project	GL Activity Code	NOVA Project #	Budget
				<b>TOP Code</b>			
				Upgrading Noncredit Drone Pgm	095000	014323	\$10,146
				ECE TransKinder development	130500	TBD	\$15,000
				AUTO Engine Mastery	94800	TBD	\$52,506
				<b>Subtotal for TOP</b>	<b>#REF!</b>		<b>\$77,652</b>
				<b>Across TOP Code</b>			
				Employer Relations	684000	014326	\$248,599
				Early College Credit (fmr K12 Pa	702492	014327	\$195,704
				Bay Area WBL RJV	684131	15697	\$20,000
				<b>Subtotal for Across TOP</b>	<b>#REF!</b>		<b>\$464,303</b>
				Please let Bill know if any budgeting aspects have changed to allow for re-allocation.			
<b>3</b>	1:25pm	15'	Budget & Spending Review	<b>Information</b>  Allocation emails were sent out by Bill.  The goal is for equipment/supplies to be purchased by Thanksgiving at the latest. If you need additional support with purchases or have any questions, please contact the WED office & Irene Sukhu.			
<b>4</b>	1:40pm	5'	New Marketing Fliers	<b>Information</b>  New marketing flyers were sent to department chairs. Thank you, John Schall and Melina Rodriguez!  <ul style="list-style-type: none"> <li>• The skills came from PSLOs.</li> <li>• Career examples (occupation names) and salaries (LMI from Bill)</li> <li>• Logos from industry partners</li> <li>• Degrees and certificates at LMC</li> </ul>			

				<ul style="list-style-type: none"> <li>• Curriculum (focuses on certificate of achievement info)</li> <li>• Ready to Apply link and info for students</li> </ul> <p>There was a discussion whether to use the terms “train” or “educate”. Train vs. Educate- the group mentioned that it can be a combination of both.</p> <p>Please send Bill and Melina any edits/updates by the end of this week 09/16 to be printed and distributed by next week.</p>
5	1:45pm	10'	Advisory Boards	<p><b>Information</b></p> <p>Please make sure to start planning your advisory board meetings for the fall semester.</p> <p>Every program needs to hold one in Fall 2022; it is required by the State Education Code and UF contract</p> <p>Contact Melina Rodriguez for logistics support or planning toolkit; Bill can help with goals and agenda.</p> <p>Roster and minutes of meetings to be submitted to Melina Rodriguez and the Office of Instruction.</p>
6	1:55pm	5'	Adjourn	The meeting ended at 2pm.