

LOS MEDANOS  
COLLEGE

**LMC CTE Committee Minutes (Zoom)**  
Tuesday, October 11, 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	5'	Welcome & Quick Check-in	<p><b>Information</b></p> <p>Dennis Franco welcomed the group. The group completed a Round Robin check-in. Overall, the group is doing well and things are moving along. Some highlights include:</p> <ul style="list-style-type: none"> <li>• Child Development completed a review of their department and has been to the curriculum committee- rebranding to ECE.</li> <li>• The library is promoting manufacturing programs this month- thanks to Perkins, the library has purchased CTE books.</li> <li>• The auto shop is starting to have customers and getting credit card reader purchased. The SEMA conference is in a few weeks- 12 students will be attending.</li> <li>• Tiffany is meeting with the CTE folks.</li> <li>• EMS is reigniting ride along with CONFIRE. Perkins equipment has arrived! Public Safety event is on November 11- Gretchen and Mike will attend.</li> <li>• Cynthia shared Career Crawl Series (Career Prep Workshops and Employer Info Sessions by Pathway) <a href="https://losmedanos.wufoo.com/forms/k18jvfeo0d6pvbq/">https://losmedanos.wufoo.com/forms/k18jvfeo0d6pvbq/</a></li> </ul>
<b>2</b>	1:05pm	10'	Departmental Spending	<p><b>Information</b></p> <p>Please start spending on equipment and supplies by obtaining quotes. Equipment/supplies need to be in receipt by June 30 for Perkins (keeping in mind the supply chain issues). Irene Sukhu shared the process for PO/BPO and quotes. SWP is more flexible with spending. Perkins requires a quarterly report and funds will need to be re-allocated.</p> <p>Please let Dennis and Bill know if you come across any issues or do not need the allocation (use it or lose it).</p>

3	1:15pm	10'	Vocational Technology Lab Update	<p><b>Information</b></p> <p>Adjacent to the Auto and WED office area, is a new lab- Voctech lab, a modular lab for a variety of different programs. Over \$2million to complete this project. However, there are two issues:</p> <ol style="list-style-type: none"> <li>1. Way under budget (estimated \$237,000 that is unallocated for SWP Round 5) Please fill out a SWP/Perkins request form to spend additional funds that need to be encumbered by November 15.</li> <li>2. Delay in completion (electrical panel that needs to be installed but needs to shut off all power on campus- estimated of completion SP23)</li> </ol>
4	1:25pm	15'	Program Review Check-In	<p><b>Information</b></p> <p>There are meetings scheduled with Beth Ann Stone for program review assistance. She is happy to meet with people individually if they need additional assistance. ECE is done with #1-6. Should be ready to go by December (deadline is in February).</p> <p>Bill can provide LMI and deans can provide enrollment data. Bill will share the CTE LMI link with the group.</p>
5	1:40pm	10'	Announcements & Future Agenda Items	<p><b>Information</b></p> <p>Dennis announced that we have an upcoming Manufacturing Day- Tuesday, October 18. Students from high schools will visit LMC to check out programs. (Manufacturing-specific pathways and adjacent pathways)</p> <p>Janice shared a conversation from Academic Senate: Natalie with website development- commitment probably next semester for OAS hours to revise our webpages/developing a template. CAN USE FUNDS FOR MARKETING- new marketing director. Next meeting- sharing the report on the CTE faculty survey (will be attached to the email meeting announcement) (agenda item for next CTE meeting)</p> <p>Please send agenda items to Dennis, Bill, and Irene.</p>
6	1:50pm		Adjourn	