

Los Medanos College
CTE Committee Meeting Minutes
Tuesday, March 21, 2017
Room SS4-412

Attendees: Joe Meyer, David Wahl, Colleen Grim, Sandra Mills, Tawny Beal, Kelly Green, Debra Winckler, Zahrasadat Alavi, Jason Dearman, German Sierra, Debra Hawkes, Erlinda Jones, Clayton Smith, Brittney West, Melissa Keane

Agenda Topic:

1. Welcome & Introductions/Announcements (Joe Meyer)

-No announcements

2. Tutoring needs for our departments (Sandra Mills)

-It was stated that EETEC students were needing more tutoring. Her questions were, "What is the need?" and "How to provide it?" And how to provide it at a low cost so it will fit in the budget.

-It was also stated that it seems as though ETEC and Bus were the only ones of concern.

Sandra spoke of how they can help our students thru proof-reading their papers, helping out with math, and general study skills.

3. Strong workforce Program (Joe Meyer)

-It was stated that Box 2A positions are developing and that Natalie would have more information next month.

4. Perkins (Joe Meyer)

-It was stated that CTE Advisory Committee minutes and current member lists need to be given to Shondra West. Start thinking about your grant desires as Natalie will present the application process soon.

5. CTE Program Websites Updating (Joe Meyer)

-Departments should be updating their websites themselves and if need be Eloine can train them on Contribute software. The Marketing home page also has help menus to assist with training.

-David Wahl stated that a link to Career Coach is still going to be updated on each CTE department's webpage.

6. Fall Schedule for Industrial Tech Course (Joe Meyer)

-Departments need to start planning when they want to teach the course in the Fall. Monday/Tuesday afternoons is only timeslot available for Welding. It was noted that classes cannot be taught by F/T faculty on Mon from 3-5pm. It was stated that schedules should be planned and more discussion will happen next month.

7. Liberty HS Career Fair K-12 Outreach (Kelly Green) -April 14th

-Liberty HS is doing a career fair and is requesting CTE program participation.

-Next Career Focus Friday will be a STEM Focus

-Senior Saturday is April 22 & 29th. Times shall be 9am – 1:30pm. If you would like students to see your lab please let Kelly know!

8. Articulation updates (Colleen Grim)

- Courses should be able to be taught in High schools
- There have been new agreements with Heritage and Freedom

9. Career Education Poster (David Wahl)

- Job fair results
- Poster Collaboration from DVC, CCC, LMC
- CTE will now be Career Education in state-wide marketing campaign

Joe reminded everyone that Fall Flex proposals are due April 10th, right after spring break.

Clayton reminded us that to reserve a room for your proposal you will have to use the new room reservation software Live 25.

Meet was adjourned at 1:45pm

Next meeting of the CTE Committee will be April 11, 12:30 – 2pm in room CO-420.