

PCCD Career Education Committee
Friday 10/4/19; 2-4pm
District Board Room

Co-Chairs: Marie Amboy, Mary Clarke-Miller, and Leslie Blackie

Regular Committee Members: Louis Quindlen, Jennifer Briffa, Carla Pegues, Eva Jennings, Jason Holloway, Peter Crabtree, Carmen Fairley, Francisco Gamez, Karen Croley

Present: Carl Ogden, Jennifer Briffa, Eva Jennings, Leslie Blackie, Louis Quindlen, Mary Clarke-Miller, Karen Croley, Carla Pegues, Marie Amboy, Jennifer Shanoski, Justin Ceres, Lilia Pires, Jason Holloway

I. Standing Items

A. Call to Order

- i. Welcome/Introductions
- ii. Review Agenda and Approve Minutes for Prior Meeting:

B. Perkins/CTE Transitions Updates

- i. Review of expenditures
- ii. First Quarter Reports Due October 15th!

C. Strong Workforce Updates

- i. Rates of Spending – Local and Regional/Rounds 2 & 3
 - a. Pay close attention to regional funds: regional funds are the most difficult to spend and are more scrutinized/the region is watching closely
 - i. Can spend on the Nova Site, business office support training (especially for Merritt)
 - b. Round 1 is not completely spent
- ii. Round 3 RJVs and New Process (updates)
 - a. District-wide efforts
 - b. Prioritize marketing CTE Programs (\$800K)
 - i. For the next meeting: each college has its own efforts, so what does marketing look like?
Developing materials? Revamping website? Etc.
 - c. The district sees unspent money, but regional funds are being spent as opposed to RJV funds
 - i. There is a need for Business Office Flushing Out:
Needs clarification as to where RJV funds are or to create an awareness of existence

1. RJV Pot (included as part of college allocation - 0035 budget)
 2. RJV Bioscope – where regional funds go to other colleges
 3. Hybrid – some RJV funds are created by regional funds
- iii. BACCC Sub-regional Planning Meeting on 9/19
- a. Revised RJV process (see handout): RJVs were approved; Changes: no longer going to be a pitch, still going to be a priority vote, training for RJV leads, a piece on reporting and evaluation will be flushed out
 - b. Strong Workforce milestones (see handout and dates)
 - i. At the close of the fiscal year, it takes time to post expenditures. Therefore, 9/30 is the deadline to submit the entire annual report
 - ii. Q1 fiscal report due –
- iv. SWP K12 Updates
- a. K12 Round 2 is approaching
 - b. OUSD Partnership: OUSD hired transition specialists specifically to help transition students into PCCD
 - i. Any interest in participating on a hiring committee as an advisory position?
 - ii. How to onboard these new hires? They will need to know PCCD processes

D. CE WEBSITE (see handout)

- a. Costs: web designer, marketing,
 - i. Yields more students, program completion

II. CARRIED OVER AND NEW ITEMS

A. Transparency Resolution from BCC Chairs and Academic Senate (see handout)

- i. Came from the chairs; asking DAS for support
 - a. Add amendment to the resolution to acknowledge support (from Colleges)
 - b. Motion to support the resolution that was brought forward from BCC
 - i. Vice Chancellors: AA, Finance, HR, IT, GS, Student Affairs
 - ii. Louis Quindlen seconds; motion carries

B. AP for Student workers (see handout)

- i. Barriers to the definition of “student workers” (number of units) not present. Establishes that the definition includes 2 units.
 - a. Viability of two classifications of student workers (ie: level 1/level 2)
 - i. Standardization for all the colleges
 - b. Craft before November 1st meeting and have a motion in place for approval of the craft (co-op ed work experience class district-wide)
 - c. SEIU discussions – union may oppose
- ii. Need data on how the job is affected with the loss of IAs (class names, class hours, duties/responsibilities taken on post-IA)
- iii. Clarification: Hiring costs are prohibitive – all student workers/IAs are grant-funded, not necessarily permanent. How is a grievance helpful?
 - a. Rebut: Ed Code defines funding
 - b. The grievance says help (funding) is mandated; is saying that the workload has been affected by the loss of IAs
 - c. Continue discussion at next meeting

C. OEI Grant update

- i. Quarterly report due
- ii. Each college develops its own work plan identifying specific programs to build new courses, etc.
 - a. Not all departments are approached – can they apply for funding?
 - i. 3-Track plan
 - ii. The District’s work plan is for equitable online teaching. There have been many requests to OEI to make work plan adjustments. Now is the time to do that. Under 10% - no justification; over 10% - justification necessary
 - iii. If changes are necessary, now is the time to make those changes (Laney – talk to Mark Fields)
- iii. Regional Consortium Group meets once a month – talk to Mary to get items on agenda

D. Accreditation Discussion

- i. Standard II.A.7
 - a. Must be advisory councils for each program (meet once/year) – must reflect employer and industry voice. 51% from industry. Will find Ed Code (also in Perkins).
 - i. Report in minutes as evidence
 - ii. SLOs & PLOs: Evidence-based

- iii. Every certificate and degree is accompanied by minutes
- iv. The Merritt Method: staff assistant works with students to complete certificate applications; yields high certificate completion
 - 1. Housed in-office (3rd-party certifications; spreadsheet created)
- v. Apprenticeship
- b. Employment placement rates CTEOS (CTE Outcome Survey)
 - i. Demonstrate graduates completing CT certificates
 - ii. Job placement is the proof of demonstration
 - iii. Trackable
- ii. Standard II.A.14

E. Once around the room – Updates/Successes

III. Adjourn 4:08pm

IV. Next Meeting November 1st