

Occ. Ed. Task Force

Meeting Notes for September 15, 2010

ITEM	DISCUSSION	OUTCOME/ACTION
Upcoming Conferences of Interest	<p>Dallas, October 23rd</p> <ul style="list-style-type: none"> • Please let Hamid know if you would be attending • Hamid has sent an email about it several times <p>CCCAOE – Conference in Anaheim</p> <ul style="list-style-type: none"> • October 27-29 • Please let Hamid know if you are interested • http://www.cccaoc.org/ <p>Leadership –Fresno</p> <ul style="list-style-type: none"> • September 30-October 1 • If interested please let Hamid know <p>Special Pop – Sacramento</p> <ul style="list-style-type: none"> • End of December • Core indicators 	
VTEA Planning for 2011-2012	<p>Each project access on its own merit. Data from state on performance</p> <ul style="list-style-type: none"> • Gender, completion <p>Not sure what the funding will be for this next year.</p>	
Enrollment	<p>Roughly 19,000 students enrolled this semester. Allied Health, Digital Arts, IT, BMIT, Ag, FACE – 11,000 are in these departments.</p>	
Luminis	<p>Once Luminis is up and running you will be able to tailor specific message to students enrolled in your areas. This will work when the students have declared a major Remind your students that when updating their information to be sure to state a clear major when known.</p>	
Registration	<p>Priority Registration – November 18th Open Registration – October 1st</p>	
VTEA Expenditures		
VTEA Travel Requests		
New Short-term Hires		
Career Pathways		

ITEM	DISCUSSION	OUTCOME/ACTION
Expo October 15		
Special Pop & non-traditional recruitment		
Upcoming Conference Attendance		
Future Meeting Dates	Wednesday, October 13 Wednesday, November 10 Wednesday, February 9 Wednesday, March 9 Wednesday, April 6	Meetings will run from 4-5:30 p.m. Location: IT 201AB

MEETING ATTENDANCE					
Bill Kelly	Lucas Rucks	Nancy Perkins	Dennis Jorgensen	Ron Grays	Lindsay Ono
Steve Hageman	Mark Dommer	Pat Coyle	Sean Caras	George Canaday	Michelle Begendik
Sandy Sierra	Vic Posey	Dan Johnson	Janie Budy	Hamid Eydgahi	

Occ. Ed. Task Force

Meeting Notes for February 9, 2011

ITEM	DISCUSSION	OUTCOME/ACTION
Career Pathways Expo	<ul style="list-style-type: none"> • Presenter and room # needed Handed out last year's schedule • Specific requests • So far we have 10 schools registered • There will be anywhere from 1600-1800 students in attendance • Dennis Jorgensen will take all Engineering and Industrial Technology students for the full day • Ag has offered 20 of their students to help with the event. • It will be mainly Juniors and Seniors. 	
Student Success Celebration – April 14	<ul style="list-style-type: none"> • Time line review • Student Honoree • Photos – use last years for faculty • Advisory Board Members – update list • Students will be getting a scholarship • Verbally approved by Mike in Foundation • We will use last year's photo unless you want a new one taken • Price is \$17 per meal • Faculty, Student , Advisory board honoree • Students will choose two honoree's: One within program and one outside program. 	Cindi – Print copies of the scholarship letters for Bill Kelly
VTEA Budget 2010-2011	<ul style="list-style-type: none"> • Additional requests to support CTE Core indicators improvement for this year's VTEA approved programs – proposals will be reviewed by March 7th. Expenditures will start on March 14 or before. • Only those who were funded this year should ask for the available funds • Then order by priorities • Assessment will be done by committee • 2yr CTE Program Review Submitted electronically and hard copy w/chair signature Educational Analyst/Programs/Program Report • 2 yr process • The CTE rubric for rating will be used for VTEA plans for 2011-2012 	Hamid – Planning Proposal form
Conferences	<ul style="list-style-type: none"> • Educating Careers, Sacramento 	Hamid will send the email out

ITEM	DISCUSSION	OUTCOME/ACTION
	March 3-5, 2011 <ul style="list-style-type: none"> • CCAOE, Oakland March 23-25, 2011 <ul style="list-style-type: none"> • Local Tech Prep Conference, Bakersfield • Expenses and subs will be covered 	about the conferences.
Recruitment	Non-Traditional Students	
Tech Prep/SB70	Funding available Provide linkages Career development to High Schools, Middle School students, Professional Dev, etc.	
Core Indicators	<ul style="list-style-type: none"> • 2 years worth of data • 2010-2011 • Core 4 employment data is not correct • VTEA-Perkins looks at the District data not @ college level data • Respond to core indicators deficit: 2008-2009 & 2009-2010 • Districts below 90% of negotiated targets for the prior year • Responsibility is to show what we have tried • TOP code errors were corrected from last year. • Students are counted if they complete 12 units of that cohort in that TOP Code • # of students counted to get to the percentages core indicators. 	Hamid - updated information Hamid - send everything from Chuck Wesley
CAS Workshops Cynthia Quintanilla	<ul style="list-style-type: none"> • Critical Academic Skills Workshops • All workshops will be held in SS151 • Getting organized – Academic Culture Work on an Academic Calendar Highlighters Flags • Turn obstacles into convenience • Works are free • Watch for emails from Kimberly • No reservations needed to attend 	
Connecting Students to Careers Presentation Sue Granger-Dixon	<ul style="list-style-type: none"> • 80% of jobs are filled by referral • CACareerCafe.com • WBLconnections.com 	
December 9th Event	Females from industry and female BC students presented to High Schools interested in CTE programs	

ITEM		DISCUSSION	OUTCOME/ACTION
Work Experience	Need to get a committee together to assist in the curriculum rewrite.		
Skill Attainment			Hamid will send out.

MEETING ATTENDANCE					
Della Navarro	Lindsay Ono	Bill Kelly	John Means	Alison Gordon	Dan Johnson
David Koeth	Pat Coyle	Mark Dommer	Nancy Perkins	Jennifer Johnson	Lucas Rucks
Sandy Sierra	Sue Granger-Dickson	Vic Posey	Ron Grays	Sean Caras	Cynthia Quintanilla
Janie Budy	Hamid Eydgahi				

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Meeting Notes for March 9, 2011

ITEM	DISCUSSION	OUTCOME/ACTION
VTEA Proposals 2011-2012	<ul style="list-style-type: none"> • Your 2011-2012 funding proposals are due. • Proposals will be sent to the committee for approval • CTE Rubric when working on Proposal <ul style="list-style-type: none"> Articulation with High Schools Non-traditional students Rated individually Outreach activities How the request is rated Across Programs 	
VTEA Additional Requests	<ul style="list-style-type: none"> • Requests will be prioritized by Greg • Hamid will meet with him next week. • Once approval has been given by Greg the PO's will be processed. • This year we have \$150,500 redirected funds. • Recommended approval for these funds (example: requested two lab updates. One was approved) • Most everything that was requested we have funding for. • Awaiting final approval from the president's office before we can purchase • Make sure you have all of your current quotes. 	
Student Success Celebration	<ul style="list-style-type: none"> • Time line is set • Moving forward with nominated students pictures • Please let us know if you want to use last year's photo or a new one • Dates for photos: March 16, 17 and 18 • Trying to compile a database of all CTE faculty. If you have not taken one before we would like it if you would stop by and take one. 	
Evaluation of Career Pathway Expo	<ul style="list-style-type: none"> • The group was better with Juniors and Seniors • BMIT would like to offer their own targeted event instead of being part of the Expo <ul style="list-style-type: none"> This was included in VTEA proposal so that it will be there if needed. • Going back to a Fall event instead of Spring • Screen Chaperon's • Require a 1 page report either before or after event of students interest • Suggested to move to a Saturday event 	

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Recruitment of Non-Traditional students	<ul style="list-style-type: none"> Funding was received from SB70 funds this year instead of VTEA We will help support your activities: Females in engineering and technology Spanish Special Pops Non-traditional students There are reserved seats that are being held for female students to enroll in several classes. These seats if not filled will be released for open enrollment sometime this summer <ul style="list-style-type: none"> CTE Videos Counseling was approved for funding to create a video/DVD on the CTE programs This will be for all programs Would like everyone's involvement on what they would like to have included on this video regarding their programs. This maybe included in the new student workshops We have to coordinate the DVD, marketing and paperwork Targeting non-traditional students 	CTE Video Task Force Kris Stallworth David Koeth Mike Ivey Sandy Sierra Janie Budy
Core Indicator Gaps	Use the gaps in the core indicators to help complete your VTEA plans for next year.	
Other	<ul style="list-style-type: none"> Be sure that departments update their websites regularly so that students get the correct information. 	

MEETING ATTENDANCE					
Sandra Sierra	Dan Johnson	Klint Rigby	Lydia Torres	Dennis Jorgensen	Lucas Rucks
Mike Komin	Vic Posey	Bill Moseley	David Koeth	Pat Coyle	Manuel Fernandez
Sean Caras	George Canaday	Bill Kelly	Alison Gordon	Mark Dommer	Nancy Perkins
Kris Stallworth	Janie Budy				

Occ. Ed. Task Force

Meeting Notes for April 6, 2011

ITEM	DISCUSSION	OUTCOME/ACTION
Student Success Celebration	<ul style="list-style-type: none"> • Speaker will be Morgan Clayton • 250 attendees 	
Wrapping up expenditures	<ul style="list-style-type: none"> • Anything still pending on funds • Still a little overlap funding from SB70 funds • There will be no Tech Prep funding for 2011-2012 	Janie will send email reminding everyone
Pending Activities	<ul style="list-style-type: none"> • 	
2011-2012 VTEA Funding	<ul style="list-style-type: none"> • Proposals have been gathered • Janie and Cindi will be working on Grant application • Need to talk with Hamid on which proposals have been approved to include in application process 	
Issuing of Certificates	<p>Make appointment with advisor No department chair required unless there is a substitution waiver, equivalency (department chair approval) 1 week turn around Improved processing time</p>	
Counselor Conference	<p>October 13 or 14, 2011 English/Math will be presented CTE programs Ag and Culinary Arts</p>	
Internship	<ul style="list-style-type: none"> • 	
Other	<ul style="list-style-type: none"> • If there are cuts we will need to discuss what will still be supported. • Students interested in Auto please refer to advisors • Undecided Majors workshop will be offered on Friday, April 8th from 9:30-11:30 a.m. • Several CTE Spanish presentations • Job Readiness Academy will be May 16, 17 and 18 • Annual Report due in August. Please remember to send to Janie as soon as possible. • Minutes of advisory meetings – meet at least 2 times a year.. Be sure to send Cindi a copy of the minutes for our records. 	Janie will send reminder of Annual Report information by end of April.

MEETING ATTENDANCE

Gregg Cluff	Vic Posey	Jennifer Johnson	David Koeth	Nancy Perkins	Pat Coyle
Ron Grays	Dennis Jorgensen	Alison Gordon	Tekla Patton	George Canaday	Pat Coyle
Janie Budy	Cindi Swoboda				