

Bakersfield College – CTE Council

Meeting Minutes

September 7, 2016

3:30 p.m. – 5:30 p.m.

I. Welcome and Introduction

Cindy Collier called to order the meeting of the CTE Council at 3:30 pm on September 7, 2016 at FACE 12.

II. Roll call

Cindy Collier conducted a roll call. The following persons were present: Rozanne Hernandez, Stephanie Baltazar, Cornelio Rodriguez, Cindy Collier, Ayan Hill, Sarah Baron, Cindy Swoboda, Carla Gard, Liz Rozelle, Marissa Jeffers; Antonio Alfaro, Bernadette Towns, Phil Whitney, Kris Stallworth, Tim Capehart, Leah Carter, Dinorah Castro, Gregory Cluff, Jason Dixon, Suzanne Durst, Daniel Edwards, John Gerhold, Pamela Gomez, Jol Jackson, Dan Johnson, Jennifer Johnson, Catherine Jones, Bill Kelly, Debbie Kennedy, Lynn Krausse, Emmanuel Mourtzanos, Lindsay Ono, Josh Ottom, Max Pena, Nancy Perkins, Vic Posey, Josh Rawls, and Dominica Rivera-Dominguez.

III. Professional Development Requests

New Form

- a) Rozanne Hernandez discussed the new Professional Development Request Forms:
 - Get Approval from your Dean,
 - Send a brief email to Rozanne and Cindy:
 - Why you going to the Professional Development will help you, how it will help with your classroom, **Core Indicators results**, what is the purpose of it, attach an Agenda if you have one.
 - Rozanne asks that when submitting the requests for instate, please submit at least 2 months in advance. For out-of-state, please submit 3 or 4 months in advance.
 - No more than 2 people for out-of-state.
 - Please make sure for out-of-state to get Cindy's approval before making any payments.

Core Indicator Results

- a) Professional Development should help you improve your core indicator results
 - From the Chancellor's office - data generated from how we have coded our curriculum
 - SAM's Code- Introductorily, Clearly, or Advanced Occupational
 - Code curriculum correctly
 - Funded through VTEA
 - Generated by TOPS Codes – Can break down from 2 (general) to 6 digits (specific)
 - Categories of Skill Attainment: Completion, Persistence, Employment, Non-traditional Participation, and Non-traditional Completion.
 - Must be above the negotiated level percentage.

Fund Amount Requests for Professional Development - May Not Always Be Granted:

- Funds are put aside for equipment needs.
 - Music Equipment – 45K for commercial music last year
 - Electronics – 40K this year

- Things to submit along with Claim for Travel Reimbursement Form:
 - Agenda
 - Map for Mileage – (See New form: Agreement for Use of Automobile on School Business)
 - Hotel Confirmation
 - Must have Dean’s signature
 - Send form to Rozanne Hernandez
 - **Reimbursement forms must be submitted within a *week* of return and the *Conference Summary* must be attached before reimbursement is submitted.**

IV. Strong Workforce

- a) Governor allocated 200 million
- b) KCCCD 2.5 Million Allocation – **Local Share** (60% of 200 Million)
- c) Bakersfield College – Based on FTS - Not Sure of Allocation at this time hopefully 2/3.
- d) Regional 14 Central Valley Community Colleges – (40% Regional Share) 7.5 million – have to be spent on one or more colleges that has to be used on Regional Projects working together to accomplish something - Bakersfield College Allocation is unknown at this time. Some debate, hopefully by end of the month allocation will be determined.
 - Metrics – Justification for the Need/Growth in Programs:
 - Enrollment
 - Skill Gains
 - Completion Rates
 - Transfer
 - Employment Rates
 - Employment in the Field of Study
 - Earnings
 - Median Change
 - Portion of Students earning a sustainable wage
 - Funding based on data from Launch Board – Data Cal Pass Plus & Employment Openings
 - Goals must be met or funding will be decreased
 - Template for writing Plan will be released Sept 19 – Cindy will send
 - Determine which program & metrics you wish to use that will be successful
 - Forms are available on the Doing What Matters Webpage
 - Rozanne will provide training on Launch board
 - Funding can be used to support people, curriculum development, equipment, food, etc.
 - Deadline to submit a plan for Regional Dollars by Jan 21st -
 - Local Share – District Level
 - Labor Market Research – Demand/Supply Data Tools
 - Demand Table
 - GetLMI –password
 - Wages, Projected Job Openings, etc.

V. JobSpeaker - Tracking Employment

- Employment Data is always 2 years old – College needs to come up with a way to more accurately monitor employment data.
- Stephanie Baltazar spoke concerning the information now needed by ACCJC and how JobSpeaker will facilitate tracking.
- Program will provide an App that will track students
 - New program is going to provide some of the following:
 - Track Student Employment
 - Advertise Jobs
 - Help manage the employer contacts
 - Give the ability to track per major/cohort
 - Contact students per major/cohort
 - Will be able to contact students via their smartphone through an App
 - Multiple ways to keep in contact with Students via App and email
 - Program will cost \$100.00 for first year, \$2,500 annually afterward
 - Allows customization to ask students for employment information
 - Will connect with employers to gain employment data
 - Program will send students updates, track jobs, resumes, interviews, and calendar events
 - Internships
 - Via Work Experience has to be TOPS Code specific.
 - Susanne Durst is creating Work Experience courses
 - Inform students about JobSpeaker
 - Need Faculty support to get data for these programs

VI. Launch Board Demonstration

- Rozanne and Cindy provided a demonstration using Launch Board:
- Calpassplus.org – Request Password – Can be up to 5 days for password
- Divided by TOPS Codes, Region – Central Valley South

VII. Adjournment

Cindy Collier Adjourned the meeting at 4:30 pm.

Minutes submitted by: Marissa Jeffers

Minutes approved by: Rozanne Hernandez