**Porterville College CTE Division Meeting**

**Meeting Minuets**

**Division Meeting**

**August 17, 2018**

1. **Call Meeting to Order @ 11.47am**
   1. Approval of Agenda: Craig Britton, Kailani Knutson
2. **New Business/Reports/Discussion Items** 
   1. **Tim –**
      1. Introductions
      2. Mandatory Monthly Division Meetings
         1. Tuesdays @ 3:00pm 9/18, 10/16, 11/20
   2. **Kailani –** 
      1. Schedule
         1. Class Revisions: Mornings/Afternoons/ Evenings
         2. Senior Day:
            * 10/2/2018
            * RSVP to Planning Luncheon
         3. Strong Work Force:
            * CTE Educational Advisor (PT)/CTE Counselor /Dual Enrollment Counselor (PT)
            * SWI: Second laptop cart
            * SWII allocations: $650,000
            * SWIII allocations: $650,000
         4. VTEA:
            * Down in $
         5. GUOO1 Budgets
         6. SLO’s
         7. Curriculum
         8. Low enrolled classes
         9. Advisory Boards
            * Elisa-PAB?
   3. **Ashley -** 
      1. JEC Center
      2. CTE Industry Roundtable
         1. Student volunteers for table facilitators
   4. **Stephanie –** 
      1. SLO Assessments
         1. None in google drive
         2. Meet with faculty to updates SLO’s
   5. **Elisa –** 
      1. Curriculum
         1. To be updated every 2 years
   6. **Jim –** 
      1. Senate
         1. Jim, Jeff, Bill
3. **Anything good for the order?**
4. **Other:**
   1. SAM codes need to be A,B,C
   2. Kailani to send out description of A,B,C,D SAM code identifiers
   3. CTE/PC mobile app. To meet with Jay and Alex sometime after High School Senior Day
5. **Adjournment @ 12:31pm**