**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**