**Present:** Danielle Aguilar, Troy Alvarado, Eric Barba, Cindy Brown, Billy Jean Cabunoc, Erin Cruz, Reagen Dozier, John Ghilarducci, Kailani Knutson, Ashley Land, Armando Oseguera, John Ramirez, Jorge Ramos, Paula Roche, Martha Stuemky, Miranda Warren, Joel Wiens, Bonita Steele, Melissa Long.

1. Welcome
2. Presentation- Marketing our program (SCCA/Ashley) Presentation on Early College Program. Dual enrollment courses and the course sequence of programs would be listed on PC & high schools websites for parents to have easy access. Early College events would also be listed on these pages.
3. Scheduling issues and timeline discussion- Handout. The timeline for all dual enrollment forms to be submitted was changed to June 10th.
4. Guided Pathways (Erin) - Handout. Helping transition high school students to PC. A&R will be assisting high schools with CCCApply to help students understand long term educational goals.
5. Program Learning Outcomes (Melissa Long) – Handouts. Service Area Outcomes – how to write SAO’s: they must be measurable, concise and use action words. Melissa will be hosting a Student Centered Teaching Workshop June 3-6 for any faculty members that are interested.
6. High School Announcements
7. College Announcements:

* 3/15 deadline for the Elevator Pitch competition. This event will be held Monday April 1st from 5:30-7:30 with $500 guaranteed in prize money!
* 3/22 Career Pathways Toolkit – one day training held at the District Office 7:30-3:00. Contact Bonita Steele for more information.
* 3/26 CATEMA Training (handout) will be held here at PC at 4:00 pm in the Computer Commons A, please have instructors register before training.
* 3/26 (English session) & 3/27 (Spanish session) PUSD Parent Night – save the dates will be sent out soon.
* 4/5 8:00-3:30 Get Focused, Stay Focused – one day training in Bakersfield. Free admission and parking.

1. Other Items

Meeting adjourned at 5:02 pm.

Next Meeting: April 2, 2019