

**Mt. San Antonio College  
Career Technical Education Advisory Committee (C-TEAC)**

**MINUTES**  
**September 4, 2019**  
3:00 – 4:30 pm  
Conference Room: Bldg 4, Room 2440

X	Lisa Amos, Co-Chair	X	Jennifer Galbraith	X	Chisato Uyeki	Dianne Rowley (Guest)
X	Sam Agdasi	X	Matthew Judd		John Vitullo	VACANT (Student Rep)
X	Mary Beth Barrios		Joumana McGowan, Co-Chair		Kristina Allende (Non-voting)	VACANT (Student Rep)
	Jared Burton	X	Mark Lowentrout	X	Dejah Swingle (Non-voting)	VACANT (Tech & Health Faculty)
X	Steven Burgoon	X	Tami Pearson	X	Julie Hasslock (Guest)	VACANT (Business Faculty)
X	L.E. Foisia	X	Chaz Perea	X	Jacinta Jocson (Guest)	

**Student Representative: VACANT & VACANT**

**Recorder: Julie Hasslock**

<b>Agenda</b>		<b>Outcome</b>
<b>I.</b>	<b>Approval of May 8th, 2019 Minutes:</b>	Meeting called to order at 3:10PM. Introductions of all attendees. Michelle Sampat attended for Joumana McGowana. Tami motioned to approve. Jennifer seconded. Approved with two edits – Chisa and Sam were in attendance.
<b>II.</b>	<b>Agenda Review</b>	No changes or additions.
<b>III.</b>	<b>Committee Makeup – Add Kristina Allende (Non-voting); Mark Lowentrout; &amp; Steve Burgoon</b>	Committee structure has been approved by PAC – to include one dean from each division and one faculty for each department. Academic Senate will appoint a faculty member from Business and Tech & Health.
<b>IV.</b>	<b>Annual Review of College Committees   Purpose &amp; Functions of Committee– Email from Brigitte Hebert</b>	There was discussion about the position of Curriculum Liaison and whether that position needed to attend every meeting. Need to remove “and regional” from the last line of the purpose statement. Need to think about the involvement with regional plans and the shared governance process. Mt SAC is a partner in the regional plans and their timeline is very short and it would be difficult to get C-TEAC feedback before regional deadlines. This will be an ongoing discussion. Reviewed committee goals and discussed what the 19/20 goals should be. Lisa will email the 18/19 goals and the committee can make edits/suggestions/changes via e-mail.
<b>V.</b>	<b>Spending Budget Updates</b>	Dejah handed out the current budget balances. Performance funding is due to us sometime this month. Once we receive the amount the committee will need to discuss the approved proposals to determine what will be funded.
<b>VI.</b>	<b>Base Allocation</b>	The 19/20 allocation will cover the current SWP salaries with a little left over. There was discussion about moving salaries off SWP and onto general fund. Dejah said the president had been given a list of employees funded by SWP but no decisions have been made about moving them to general fund. Jennifer suggested the

						committee make a recommendation to the president to move the full time faculty off SWP and onto general fund.
<b>VII.</b>	<b>Request for Application (RFA) – Amendments or /Suggestions? Discuss Timeline</b>					Dejah handed out a draft of the next RFA. See attachment with purple suggestions and strike outs. Mark asked for the definition of "industry recognized credential." There was extensive discussion about page 3 bullet point #3. If it is removed, it would knock Community Ed out of the running for SWP funds. It was suggested to keep it in but make it a rating of 0-2 instead of 5. Page 5 – reassigned time is still up in the air as there is no guidance on it. Page 7 – proposed changes in purple. Rubric will align with requirements.
<b>VIII.</b>	<b>Marketing Update – Career Coach</b>					Marketing – propose to purchase a program called career coach. Will add labor market data real time to web pages. Jacinta showed a demo of Career Coach. This is not My Path. State has a license and we will get a discount of \$17,000 per year. Labor market Data comes from EMSI which is live data. It would be for CTE Programs only but could be linked with other programs. Next step is presentation to Francisco and Lina. Dejah proposed using regional marketing to pay for this and get a three year license. Matt motioned to move forward with this project. Mark seconded. Chisa abstained. Mary Beth wants to take this back to the Counseling department. Passes with abstentions.
<b>IX.</b>	<b>Next Steps</b>					Meeting adjourned at 4:50.
<b>X.</b>	<b>Future Agenda Items</b>					
<b>2018-19 Meetings</b> 3:00-4:30 1 <sup>st</sup> Wednesday of the month	<b>Fall 2018</b> September 5 October 3	November 7 December 5	<b>Winter 2018</b> January 9 January 30	<b>Spring 2019</b> March 6 April 10 (1:00-2:30)	May 1 June 5	
<b>2019-20 Meetings</b> 3:00-4:30 1 <sup>st</sup> Wednesday of the month	<b>Fall 2019</b> September 4 October 2	November 6 December 4	<b>Winter 2019</b> January 8 January 29	<b>Spring 2020</b> March 4 April 1	May 6 June 3	