

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

Agenda
September 5, 2018
3:00 – 4:30 pm
Conference Room: Bldg 4, Room 2440

x	Tami Pearson		Martin Ramey	x	Mary Beth Barrios	x	Joumana McGowan, Co-Chair
x	L.E. Foisia		Francisco Dorame	x	Jennifer Galbraith		
x	Sam Agdasi	x	Lisa Amos, Co-Chair	x	Dejah Swingle		Julie Hasslock (Guest)
x	Shelley Doonan	x	Chaz Perea		Jared Burton		

Student Representative: Vacant

Recorder: Marlyn J. Lanuza

Agenda		Outcome
I.	Approval of June 6, 2018 Minutes:	<ul style="list-style-type: none"> June 6, 2018 minutes were approved
II.	Agenda Review	<ul style="list-style-type: none"> September 5, 2018 agenda was approved
III.	Budget Update & Fiscal Reporting <ul style="list-style-type: none"> Spreadsheets Latest News on Reporting 	<ul style="list-style-type: none"> Dejah provided the committee members with budget updates for: (handouts provided) <ul style="list-style-type: none"> 2016-2017 round one carryover 2017-2018 round two budget status 2018-2019 round 2 year 2 budget status Dejah informed the committee that budget reporting must submitted on a quarterly basis. Next reporting analysis is due September 30, 2018.
IV.	Personnel Moving off SWP Funding in 2019-2020	<ul style="list-style-type: none"> Dejah provided the committee with a spreadsheet of personnel that will be moving from SWP funding to general funding. (handout provided) Joumana, Dejah, and fiscal are working together to create an inventory control of personnel that were hired through SWP funding in order to determine their three year completion. Joumana will work with fiscal to create a budget analysis in regards to personnel hires through SWP funding.
V.	Construction Project Update <ul style="list-style-type: none"> Canine Lab Situation & Solution 	<ul style="list-style-type: none"> Dejah provided committee members with an update on the strong workforce project list. She informed the team about where all the projects are on the timeline. Dejah informed the team that the canine lab is on track and is scheduled to be completed by mid-December.
VI.	Update on Code Alignment	<ul style="list-style-type: none"> In 2017-2018 Dejah worked with faculty and updated code alignment for 14 programs, 72 awards, and 282 courses completed. For 2018-2019 Dejah will work with the Business Division, Tech & Health, Arts Division (Radio), Natural Sciences, Kinesiology & Athletics, and Humanities & Social Sciences (Sign Language Interpreting) to update the code alignment with some of their programs, awards, and courses.
VII.	Ratio of CTE FTES to Total FTES	<ul style="list-style-type: none"> Dejah reviewed the ratio of CTE FTES to total FTES for 2017-2018 and compared it with the same ratio for 2015-2016, which is the baseline set in the SWP legislation to qualify for funding. She explained that Mt. SAC grew in overall FTES but CTE FTES stayed the same. Therefore Mt. SAC did not maintain the baseline level for FTES in 2017-2018.

		<ul style="list-style-type: none"> Dejah emphasized the importance of college growing the CTE FTEs at the same rate as the overall FTEs in order to continue to receive funding. 		
VIII.	K-12 SWP Funding Synopsis	<ul style="list-style-type: none"> Dejah discussed the new K-12 SWP funding. K-12 who have a partnership with a Community College can apply for funding. Jennifer Galbraith, Madelyn Arballo, Dejah Swingle, and Lisa Amos will provide more updates on the funding as it becomes available. 		
IX.	Regional Funding Status <ul style="list-style-type: none"> Marketing Funds for Local Use Awarded 	<ul style="list-style-type: none"> Dejah went over the LA Sub-Region 2016-2017 SWP expenditure report summary. (handout provided) 		
X.	Marketing <ul style="list-style-type: none"> Local Allocated Allowed Uses of Regional Funding 	<ul style="list-style-type: none"> Uyen has been using google ads to promote CTE programs. She feels the ads generate more common awareness of Mt. SAC's CTE programs. Committee discussed they would like to have more centralized marketing to get a better idea of how CTE programs are doing and better determine how it impacts the enrollment numbers. Joumana and Dejah will meet with Uyen to discuss marketing strategies. Marlyn to set up meeting. 		
XI.	Guidance From CTE Deans on Next Round Funding Application/Prioritization	<ul style="list-style-type: none"> Dejah reviewed the guidance form discussed with CTE Deans in regards to the next round of SWP funding. Team discussed methodology for new and ongoing funding. 		
XII.	Other	<ul style="list-style-type: none"> Joumana went over meeting schedule for 2018-19. She informed the team that due to timelines the committee might need to meet during winter break. As time nears, the committee will discuss winter meeting dates if needed. 		
XIII.	Next Steps	<ul style="list-style-type: none"> Marlyn to set up meeting with Joumana, Dejah, and Uyen about target marketing for CTE programs. 		
XIV.	Future Agenda Items <ul style="list-style-type: none"> SWP Construction Project Questionnaire SWP Construction Project Timelines 			
2018-19 Meetings 3:00-4:30 1 st Wednesday of the month	Fall 2018 November 7 September 5 December 5 October 3	Winter 2018 January February	Spring 2019 March 6 April 3	May 1 June 5