

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

**Agenda
November 16, 2016
3:00 – 4:30 pm
Conference Room: Bldg 4, Room 2440**

x	Madelyn Arballo	x	Shelley Doonan	x	Jennifer Galbraith		Joumana McGowan, Chair
x	Suzanne Avila	x	Deb Distantte	x	Daniel Garcia		
x	Jemma Blake-Judd	x	Francisco Dorame	x	Lisa Ledebouer		

Student Representative: Pending

Recorder: Marlyn J. Lanuza

Agenda		Discussion/Outcome
I.	Introductions	<ul style="list-style-type: none"> Jemma welcomed everyone and committee introduced themselves. Jemma informed committee that Joumana was unable to attend but would be at the December meeting.
II.	Strong Workforce Information Presentation	<ul style="list-style-type: none"> Handout of presentation provided Jemma reviewed the Strong Workforce PowerPoint that was presented to the Board of Trustees Jemma focused on the examples of supply and demand discussions among faculty and deans in the Arts and Business divisions Jemma reviewed issues of the time line and committee meeting schedule (December meeting will be critical as the College plan must be submitted for District Approval by the end of Dec)
III.	Strong Workforce Program Metrics	<ul style="list-style-type: none"> Handout provided Jemma went through program metrics with committee Jemma stated that programs are being encouraged, when creating proposals, to be realistic with aims. Need to make sure outcomes predicted will be met.
IV.	Strong Workforce Trailer Bill Language	<ul style="list-style-type: none"> Handout provided As a member of the Strong Workforce Taskforce, Dr. Scroggins was involved with the development of the Strong Workforce Recommendations, which prompted the creation of the Trailer Bill providing SWP funds
V.	Regional Planning Report Los Angeles	<ul style="list-style-type: none"> Handout provided Jemma explained that Center of Excellence (COE) provides Labor Market supply and demand data for the state. In our region, COE is located at Mt. SAC. This handout provides data on Labor market demand and Community College supply for LA County. We will be relying on this as we consider SWP plan proposals. Contact Lori Sanchez with questions on particular data points
VI.	Mt.SAC Proposals	<ul style="list-style-type: none"> Handouts provided Questions came up about the role of the committee. The group reviewed the purpose and function statement and Jemma reminded the group that a review of the committee's purpose and function and progress on goals will occur in the Spring Jemma stated that, as the committee learns how to use the data toll and becomes familiar with the metrics, it will be a resource for campus constituents Jemma provided committee Mt. SAC Proposals and reviewed the written plans Jemma discussed the concept of "Cross College" plans vs individual program plans (proposal to hire a Director for the Strong Workforce Initiative, Admin Specialist IV, and Strong Workforce Construction Manager have been submitted). Committee noticed some issues in the plans such as budget for personnel listed for an entire year when the first round will only be .5 year, etc. Team will review proposals prior to next meeting.

		<ul style="list-style-type: none"> • Jemma explained that each committee member is bringing a different expertise and perspective to the reading (e.g. member Deb Distante noticed a proposal where a budget line for library resources would be appropriate) • Jemma stressed that while each program will be accountable for the outcomes listed in its plans, the proposed SWP director's role will be to facilitate the activities and to coordinate those efforts campus wide. 			
VII.	Next Steps	<ul style="list-style-type: none"> • Next meeting: Wednesday December 7, 2016 • Review cross campus plans and individual program plans, and come back ready to discuss concerns, address questions, and begin discussing the committee's next steps. 			
2016-17 Meetings 3:00-4:30 1 st & 3 rd Wednesday	Fall 2016 December 7 December 21	Spring 2017 January 4 January 18 February 1	February 15 March 1 March 15 April 5	April 19 May 3 May 17 June 7	June 27