

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

**Agenda  
October 4, 2017  
3:00 – 4:30 pm  
Conference Room: Bldg 4, Room 2440**

	Madelyn Arballo	X	Martin Ramey		Mary Beth Barrios	X	Joumana McGowan, Co-Chair
X	L.E. Foisia	X	Francisco Dorame		Jennifer Galbraith	X	John Vitullo (Guest)
X	Jemma Blake-Judd	X	Lisa Ledeboer	X	Dejah Swingle (Guest)		
X	Shelley Doonan		Chaz Perea	X	Jared Burton (Guest)		

**Student Representative:** Vacant

**Recorder:** Marlyn J. Lanuza

<b>Agenda</b>		<b>Outcome</b>
<b>I.</b>	<b>Approval of September 6, 2017 Minutes:</b>	<ul style="list-style-type: none"> <li>Minutes approved</li> </ul>
<b>II.</b>	<b>Agenda Review</b>	<ul style="list-style-type: none"> <li>Agenda was approved</li> </ul>
<b>III.</b>	<b>Membership: Adding 1 Manager &amp; 1 Faculty, Librarian Member to the committee</b>	<ul style="list-style-type: none"> <li>Joumana informed team about changing the membership from 13 to 15 adding Dejah Swingle, Director of Strong Workforce Initiative and Jared Burton, Librarian Faculty</li> <li>Committee voted to change membership, adding one manager and one faculty                             <ul style="list-style-type: none"> <li>7 yes, 0 no, 0 abstentions</li> </ul> </li> </ul>
<b>IV.</b>	<b>Nomination for Co-Chair</b>	<ul style="list-style-type: none"> <li>Joumana informed team that the committee needed a Co-Chair</li> <li>Shelley Doonan nominated Lisa Ledeboer Martin Ramey seconded the nomination                             <ul style="list-style-type: none"> <li>7 yes, 0 no, 0 abstentions</li> </ul> </li> <li>Lisa Ledeboer is the new Co-Chair</li> </ul>
<b>V.</b>	<b>Budget Update: 2% Salary Adjustment</b>	<ul style="list-style-type: none"> <li>Dejah went over the budget updates and discussed the impact of the 2% salary adjustment (handout provided)</li> </ul>
<b>VI.</b>	<b>CTE Data Unlocked &amp; Nova Project Data Entry</b>	<ul style="list-style-type: none"> <li>7 out of the 13 programs turned in have been submitted</li> <li>Dejah is working with faculty on adding the SOC (Standard Occupational Codes) to remaining programs so she can finish imputing the plans</li> </ul>
<b>VII.</b>	<b>Regional SWP Opportunities</b>	<ul style="list-style-type: none"> <li>Dejah went over Strong Workforce Program (SWP) Round 2 and 3 Regional Projects in Development</li> <li>Regional contracts are for 30 months. Next opening for applications is in 18/19 for 19/20 (handout provided)</li> </ul>
<b>VIII.</b>	<b>Funds in "Holding" and 2017-18 17% Allocation: Prioritization of Projects Across Divisions</b>	<ul style="list-style-type: none"> <li>Dejah discussed the funds under holding and the 2017/18 17% allocation that is due from state December 2018/January 2018</li> <li>Dejah discussed roll overs from 2016/17 funding and how the committee would like to distribute funds. Dejah will meet with Joumana and Lisa to review processes and present them at the next CTEAC meeting</li> </ul>

<b>IX.</b>	<b>Other</b>	<ul style="list-style-type: none"> <li>• Due to scheduling conflicts, November meeting will be moved to November 15, 2017. Same time and location</li> </ul>			
<b>X.</b>	<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Marlyn will send out updated meeting invite</li> </ul>			
<b>2017-18 Meetings</b> 3:00-4:30 1 <sup>st</sup> Wednesday of the month	<b>Fall 2017</b> October 4	November 1 December 6	<b>Spring 2018</b> March 7	April 4 May 2	June 6