

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

**Agenda
April 4, 2018
3:00 – 4:30 pm**

Conference Room: Bldg 4, Room 2440

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

Student Representative: Brian Moon

Recorder: Marlyn J. Lanuza

| Agenda | | Outcome |
|---------------|---|---|
| I. | Approval of March 21, 2018 Minutes: | <ul style="list-style-type: none"> March 21, 2018 Minutes approved |
| II. | Agenda Review | <ul style="list-style-type: none"> Joumana welcomed the team and shared the letter of "Special Recognition of Career Education Programs with Strong Workforce Outcomes" that was emailed to Dr. Scroggins from the Chancellor's Office. Joumana wanted to acknowledge the team and faculty members for their hard work and continued commitment in making the CTE programs successful through the Strong Workforce Initiative. Committee reviewed agenda, agenda approved |
| III. | Rubric Review for the 2018-19 Applications | <ul style="list-style-type: none"> Dejah provided the committee an updated summary handout for the 2018-19 new programs initial budget requests. The total budget requested for the new programs were over the additional 17% allocation, Dejah informed the Faculty members and Deans to review the proposals and adjust the budget requests. Faculty and Managers were provided with extra time for revisions, and revised proposals will be due to Dejah on April 5, 2018 by 5pm. Dejah presented the committee with two scoring rubrics to review: <ul style="list-style-type: none"> Committee members 1st reviewed the excel spreadsheet Dejah created that was based on a 5pt spread. Dejah created two different rubrics (each with the same pt. system) but one was for "Across All Projects" while the other was for each "project" (handouts provided). 2nd rubric was presented by Mark Lowentrou. The rubric he presented was based on the criteria Dejah presented but allowed each criteria to be weighed by criteria factors (handouts provided). The committee unanimously voted on using the rubric Mark presented. Committee members added the weighted scores to the columns and voted on editing the 3rd and 4th column. Dejah will review all updated proposals and email the committee the 2018-19 applications along with the updated rubric that the committee voted on using by Friday, 4/13/18. Scores for the SWP applications are due to Julie Hasslock on Monday, 4/23/18 by 11:59pm. Committee will review final scores for the SWP 2018-19 application on Wednesday, 4/25/18 |

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| IV. | Other | <ul style="list-style-type: none"> • Committee agreed to have an additional meeting to review the 2018-19 Applications using the rubric agreed. • Meeting will be on Wednesday, April 25, 2018 2:00-3:30pm in Conference Room 4.2460 | | | |
| V. | Next Steps | <ul style="list-style-type: none"> • | | | |
| 2017-18 Meetings 3:00-4:30 1 st Wednesday of the month | Fall 2017 October 4 | November 1 November 15 December 6 | Winter 2018 January 17 February 7 | Spring 2018 March 7 March 21 April 4 | April 25 May 2 June 6 |