

**Career Technical Education Advisory Committee**

**February 6, 2018 7:00-8:30am**

*Student Union*

*West Hills College Lemoore*

*555 College Avenue, Lemoore*

Breakfast and coffee provided by Vel’s Cafe

**Minutes**

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| **Welcome and Introductions**The meeting was called to order at 7:10am. K. Costa had everyone introduce himself or herself and place of employment.**Members Present:**Brian Kron-West Hills College Lemoore-Business/CIS InstructorGiselle Simon- West Hills College Lemoore Career Pathways DirectorDavid Rengh-West Hills College Lemoore-CIS InstructorFernanda Rengh- West Hills College Lemoore-CIS AdjunctScott Buller-Lemoore High School-InstructorMargie Newton-KCOE-Program DirectorMindy Clisso- Hanford Ag InstructorKarl Anderson- Hanford Police Department CaptainMonte Paden- West Hills College Lemoore-Business InstructorKim Dodd-Work Based Learning CoordinatorJanice Ede-Career Technical Education DirectorTerry Davis- West Hills College Lemoore AOJ InstructorAlese Campbell-Deputy Sector NavigatorTerry Platt- Deputy Sector Navigator, RH-TDiana Schartz-West Hills College Lemoore Vocational Instruction AideJohn Devlin-IT DirectorMaribel Guzman-MSAJohn Lehn- JTO DirectorVeronica Cora-HR ManagerChristy Schwarzwalter-Facility Maintenance ManagerMatt Drewry- West Hills College Lemoore AOJ AdjunctRussell Stivers- West Hills College Lemoore AOJ AdjunctAmy Babb- West Hills College Lemoore-Work Experience InstructorChristian Raia-West Hills College Lemoore-HRCM InstructorApril Betterson-West Hills College Lemoore Title VCristina Cardoso-Wes Hills College Lemoore-WIN Center TechKathlene Brookshire-ETWSheryl Shortnacy-West Hills College Lemoore-Senior SecretaryKris Costa-West Hills College Lemoore-CTE Dean

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| Additions to the AgendaThere were no additions or changes to the agenda.**Approval of the minutes from November 7, 2017**Motion: ☐ Approve ☐ Approve w/Corrections ☐ Move to ☐ Deny First:  Second:  Vote: ☐ Carried ☐ Denied ☐ No ☐ Abstentions -  |
| CTE Learning Area UpdatesCampus and CTE UpdatesKris Costa introduced the four pillars of guided pathways that focuses on student learning and achievement. Pillar one: create clear curricular pathways to employment and further education. Pillar two: help students choose and enter their pathway. Pillar three: help students stay on their path. Pillar four: ensure that learning is happening with intentional outcomes. Giselle Simon is lead on this.Strong Workforce updateKris Costa reported that Strong Workforce has 200 million dollars on funding. “More and better CTE” is aligned with labor market needs. Workforce outcomes are aligned with federal metrics. The more and better we do the more money we receive.1. Work Based Learning Software

Kris Costa proposes two new software’s, Job Speaker and Career XP. Job Speaker helps students find jobs that match their skillset and manage their job search. Colleges are in charge of event management, job and intern applications and data. Employers are able to interact with students, market job openings, and find the right candidates.Career XP helps connect students to opportunities to expand work based learning. College is in charge of event management and student management. Employers are able to interact with students, market job openings, and engage deeper with the college and its programs.WIN Center update Kris Costa reported on the WIN Center. The WIN Center will be having workshops that help with creating resumes and preparing students for interviews. These workshops will help students be employable. New world of work is a form of college badging that presents students with workshops that will help students gain skills they will need in the workforce. The skills include adaptability, self-awareness, digital fluency, communication, etc.3rd Party CertificationsCustom centers on campus. Certifications that are aligned with the CTE programs include Microsoft Office Specialist, COMP TIA, QuickBooks, and Manufacturing Skills Standards Council (MSSC).Kris Costa proposed a testing center on campus free to students upon completion of certification. Certification for a fee for industry.  |
|  | Old BusinessStatus of new programs*:** Correctional Rehabilitation Certificate

Terry Davis gave a report on the correctional rehabilitation certificate.* Cyber Security Certificate

David-Michael Rengh gave a report on Cyber Security Certificate Program. The newest certificate involves a 1 semester 9 week series of courses.Created to get students out and get a job.* Project Management Certificate

Currently going through curriculum. 6-9 week courses are fully online* Agriculture Business Certificate

Moving slowly through curriculum. T. Oliveira is working on the course development. * MSSC Certified Production Technician 3/20 start date

Contract ED cohort. Kings and Fresno county. It is a 9- week training program with several benefits, which include certificate of completion, full training at no cost, opportunity for full-time employment, and starting wage of $13-24 dollars an hour.* Maintenance Mechanic 2/20 start date

Maintenance Mechanic Training is a local 6 unit (234 hours in-class time) certificate program that begins mid semester. This program provides hands on learning and the practice needed for entry-level maintenance mechanic jobs.* Electronics Technology Certificate of Achievement

This program is in development to articulate and align to the Bakersfield College Bachelor’s Degree in Industrial Automation. The courses include 23 units plus work experience: ELET 001: Basic Electronics 4 unitsELET 002: Electronic Circuits 3 unitsELET 003: Programmable Logic Controllers 3 unitsELET 004: Computer Integrated Manufacturing 3 unitsELET 005: Electric Motors Controls 3 unitsELET 006: Instrumentation 3 unitsITEC 002: Introduction to Drafting and CAD 3 unitsITEC 015X:Occupational Work Experience 1 unit**Motion: X Approve ☐ Approve w/ Corrections ☐ Deny** **First:** Margie Newton **Second:** Janice Ede**Vote: X Carried ☐ Denied ☐ Abstentions –** |
|  | New BusinessEntrée to Employment – 4/19/18 Entrée to employment is an event on April 19, which is open to Business and CIS students. This event provides students with the opportunity to dine with industry professionals and practice their networking skills. Our culinary students will prepare food and serve it from 5-7PM.1. Terry Plett talked about the Retail, Hospital, & Tourism Business Summit on March 9, 2018 8:30am-4:00pm at Merced College Business Resource Center. The cost is $39.00 a participant- lunch included.
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|  | Adjourn to subcommittee meetings @7:45 AM |
|  | Sub Committee Convenings – View Sub Committee Agenda on reverseAdministration of JusticeAgriculture BusinessBusinessComputer Information SystemsCooperative Work ExperienceHospitality, Culinary and Restaurant Management**See you at the NEXT MEETING – May 1, 7:00am** |

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