

**Career Education Advisory Board Agenda
College of the Canyons – Commercial Music
10/28/2021
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
Chair				
Business Partners including Industry, Non-Profit and Community Based Organizations				
Ed Masterson	SOS Entertainment	edmasterson@sosentertainment.com		Present
Lee Watters	President / The Watters Group	lee@thewattersgroup.com		Present
Program Chair				
Bernardo Feldman	Faculty / COC	Bernardo.feldman@canyons.edu		Present
Dean				
Jennifer Smolos	Dean, School of Visual and Performing Arts / COC	Jennifer.smolos@canyons.edu		Present
4-year college discipline instructor(s)				
Student Representative(s)				
K12 discipline instructor(s)				
Discipline faculty				
Parent(s)				
Counselor(s)				
Staff				
Other guest(s)				
John Baffa	Technical Director / CalArts	jbaffa@calarts.edu		Present

Harriet Happel	Dean, Career Education and Integrative Learning / COC	Harriet.happel@canyons.edu		Present
Brodie Steele	Technical and Production Director for the Performing Arts Center / COC	Brodie.steele@canyons.edu		Present

AGENDA

	Notes	ACTION
1. Welcome and Introductions (Director, Career and Technical Education) <ul style="list-style-type: none"> 1.1 Statement of Purpose 1.2 Review/Approval of Minutes <i>Motion to Approve the minutes of the last meeting by:</i> <i>Motion Secoded by:</i>	Meeting commenced: 6:08PM	
2. Review of Course Sequence <ul style="list-style-type: none"> 2.1 Hart District 2.2 College of the Canyons 2.3 CSU and UC Articulation 		
3. Current Status of Program (Advisory Board Chair): <ul style="list-style-type: none"> 3.1 Numbers of students <ul style="list-style-type: none"> ▪ Special Population/Non Traditional Core Indicators (Perkins) ▪ Reading proficiencies (Hart District) 3.2 Student success – completers 3.3 Student success - employment 3.4 Labor Market Analysis <ul style="list-style-type: none"> ▪ Job Titles ▪ Median Living Wage ▪ Validated Need for Training 3.5 Industry Certification (if applicable) 3.6 Program Accomplishments 	<ul style="list-style-type: none"> – Brodie Steele provided an update and shared the virtual design of the program’s recording studio. – Updates to the recording studio include: <ul style="list-style-type: none"> ○ An expansion of the isolation booth ○ A size reduction to the recording room ○ An addition of a window and video lines. – Specialized sound isolation will be done to the recording studio with new panels. – Lee Watters suggested that the studio doors be made to swing out as opposed to in order to add more performance space. – Because the program is working to develop the Avid Learning Partner (ALP) Program, Avid consoles will be purchased instead of an analog board as originally discussed. – Instructors for the ALP Program will be trained by Avid on their various platforms. – Instructors will also be trained on Pro Tools, Sibelius, and Media Composer. – The program will purchase yearly-licenses for Pro Tools, Sibelius, and Media Composer. – Entry-level courses in Pro Tools, Garage Band, and Logic were offered this semester. 	

	<ul style="list-style-type: none"> – The fourth CD that was completed by the program’s music ensemble is currently being manufactured. – The four CDs were recorded remotely during the pandemic and it was a great experience for students. – Bill MacPherson would like to continue to offer students the option to record through Distance Learning and has asked for feedback from the Board. – Lee Waters expressed that providing students with the option to record remotely is a good option because the industry is heading in that direction. – Lee suggested that mixed projects should be offered to students that include both remote and traditional recordings. – Equipment will be purchased for the new level one Sound Reinforcement course. – Bill asked Ed Masterson to review the level one Sound Reinforcement course that was written and provide feedback. – Bill will work on writing a level two Sound Reinforcement course and is looking for guidance and collaboration from industry. 	
<p>4. Industry</p> <p>4.1 Review Required Skills for Competency:</p> <ul style="list-style-type: none"> ▪ Do the program completers meet the current industry standard or industry need? ▪ What curriculum modifications would you suggest to meet skill gaps? ▪ Review of Assessment Procedures ▪ What equipment/ facility needs can you identify that would better prepare students to enter your field? <p>4.2 What employability skills do workers need in your field?</p> <ul style="list-style-type: none"> ▪ Able to think critically, problem-solve ▪ Able to find resources ▪ Effective interpersonal skills ▪ Communication skills - oral, written ▪ Adequate time management and organization - prioritization skills ▪ Personal qualities - professionalism ▪ Able to project manage 	<ul style="list-style-type: none"> – Lee can assist in securing internship opportunities for students at recording studios. – Ed Masterson suggested that the ATK sound company be contacted to inquire about possible internships for students. – Lee expressed that film scoring studios are a good option to look into for internship opportunities. – Lee may be able to assist in getting internships for students at scoring studios. 	

<ul style="list-style-type: none"> ▪ Other? <p>4.3 What changes/ trends are occurring in the industry that will affect employer needs?</p> <p>4.4 Work-Based Learning Opportunities</p> <ul style="list-style-type: none"> ▪ Classroom visits by industry ▪ Informational Interviews ▪ Site visits/Field Trips ▪ Ride Alongs ▪ Project Based Learning ▪ Internships <p>4.5 Postsecondary Scholarship Creation</p>		
<p>5. Program plan for improvement</p> <p>5.1 Strengths of program</p> <p>5.2 Weaknesses of program</p> <p>5.3 Labor market information needed to justify new content/ courses</p> <p>5.4 Resources needed and the role of industry: (equipment/ mentoring / scholarships/ awards/ hosting field trips/ serve as a speaker at career events/ other)</p> <p>5.4 What other suggestions do you have for program improvement?</p>		
<p>Motion to Approve Course Curriculum and Continue Operation of the Program was made by:</p> <p>Motion Seconded By:</p> <p>All in favor: Yes</p> <p>All opposed:</p>		
<p>6. Other business</p> <p>6.1 Additional Items</p> <ul style="list-style-type: none"> ▪ Hiring <p>6.2 Next meeting time, place, date.</p>		