Los Angeles Community College District

*City\* East\* Harbor\* Mission\* Pierce\* Southwest\* Trade Tech\*Valley\* West\**

***Career and Technical Education Deans (CTED)***

**District wide Committee Meeting**

**Van De Kamp**

**June 12, 2014**

**Meeting Minutes**

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| **Dean/College Rep** | **College/Location** |
| Laura M. Ramirez, VP | East LA College |
| Lucia F. Robles, Dean | District CTE/WFD |
| Tasha Anderson | District CTE/WFD |
| Alex Davis, Dean | City College |
| Koda Kol | RHS |
| Cathy Brinkman, Assoc. Dean | Mission College |
| Rick Hodge, Dean | Southwest College |
| Linda Jones | Southwest College |
| Paul De La Cerda | East LA College |
| Laureano Flores, Interim Dean | East LA College |
| Jose Luis Fernandez, Dean | Pierce College |
| Marini Smith | LASC |
| Gina Chelstrom | East LA College |
| Marcia Wilson | Trade Tech College |
| Judy Je La Tome | LAUSD |
| Stephen Bartlett | Montebello Unified School District |
| Laurie Nalepa | LAVC |
| Lynn Shaw | LAOCRC |
| Mon Hart | LAHC |

**Career and Technical Education (CTE) Minutes**

**Welcome & Introductions**- Dr. Lucia Robles, CTE/WFD Dean

A warm welcome was giving by Dr. Lucia Robles, Dean of Career and Tech. Education/ Workforce Development at the district office.

**Review /Approval of Minutes**

The minutes were unanimously approved by the deans in attendance with minor corrections needed.

**SB1070**

Dean Paul De La Cerda, from East Los Angeles College gave and update on the SB1070 grant. Dean De La Cerda is the interim project director for this grant until the SFP Associate Dean Position is filled. The Personnel Commission has approved this position and East Los Angeles College is moving forward to fill this position.

Lynn Shaw, representative for the LA/County Orange County Consortium was thanks for being in attendance of the CTE Deans Meeting. She stated that LACCD, Long Beach, Rio Hondo and Orange County must be in alignment and work together with both self and partners to fully meet the objectives of this grant.

Dean, Dr. Alex Davis, City College, Gina Chelstrom, East Los Angeles College and Marcia Wilson, Trade Tech. College, were acknowledged as the writers of this grant.

The regional planning process includes three groups; Articulation Re-Design Group, Pathway Alignment Group and Policy and Data Group. Gina Chelstrom explained the three groups in detail. Handouts on each group were distributed to the deans in attendance. Dean, De La Cerda sent the forms via email to Tasha Anderson to distribute to the deans that were not in attendance as well.

Articulation Re-Design Group

Align existing postsecondary technical preparation programs and courses with

High school career technical education curriculum to ensure seamless transitions

for pupils. The main focus will be to steam line all articulations agreements within LACCD. By Aligning existing postsecondary technical preparation programs and courses with high school career technical education curriculum this will ensure seamless transitions for pupils transitioning from K-12 to Community Colleges.

Pathway Alignment Group Policy

Increase the attainment of industry-recognized certificates through community

College and high school career technical education programs in high-need, high growth, or emerging regional economic sectors.

Promote productive partnerships between high school CTE programs,

Postsecondary educational institutions, emerging or growing regional businesses and industries, and labor organizations connected to those businesses and industries.

The Pathway Alignment Group will work on developing a plan to strengthen the

pathways and pathway alignment and address most of the SB 1070 objectives. This work group will develop a plan to strengthen two key aspects of successful partnerships and pathway alignment; (1) industry involvement, and (2) supportive student services to promote readiness and success.

Policy and Data Group

The needs assessment identified the challenges colleges have in terms of aligning CTE curriculum from high school to college, including policies related to dual enrollment, articulation and credit by exam, transcripting of articulated credit, and priority enrollment for graduating high school students with articulated credit.

The Project Director, working closely with the Policy and Data Group will develop a plan to address these policy issues.

There is no one policy and this is an issue for the district. There is a need to develop one unified contract or agreement to cut out confusions. All nine campuses within LACCD along with the feeder high schools within the perspective areas must agree to sit at one table to address all policy barriers and to streamline a way to use these processes for incoming students.

Richard Verches, Executive Director of the Los Angeles County Work Force Investment Board (WIB), informed those in attendance that the WIB’s also share the same three objectives as this grant and that their office is here to assist in any way needed.

Pia Damonte, LAUSD CTE Coordinator, questioned one of the exhibits that were included in the application of this grant. A graph that illustrated a need for K-12 representatives was included and Ms. Damonte asked if these representatives have already been identified? Dean De La Cerda informed Ms. Damonte that in fact they have not been identified as of this date. Ms. Damonte informed the group that she did have nine advisors and she would work on getting a few more.

Dean Robles expressed her gratitude for those in attendance for the SB 1070 portion of the meeting. She informed the table that she and Ms. Damonte meet a year ago to work on these efforts and to see it come full circle further demonstrates that our district is moving in the right direction.

**Launch Board Training**

Lynn Shaw informed the room that Launch Board will not replace the Core Indicators. She further explained the importance of getting programs approved at the state level. Programs that are not approved at the state level are not listed in the Launch Board and thus the campuses do not get credit for the students that are taking these courses. Dean Robles will continue to reach out to the appropriate parties for training to those that are interested.

**New Programs**

Rick Hodge, Dean Los Angeles Southwest College and faculty member Marini Smith presented the Teacher’s Assistant Certificate. The deans reviewed the information sent by Dean Hodge and gave the support to move forward. Dean Robles explain the Process the district has to approve new programs before presenting at LAOCR for approval to the state. Lynn Shaw provided feedback and provided her contact information for further concerns.

Cathy Brinkman, Associate Dean Los Angeles Mission College, presented the Child Development Core Certificate which will be presented at LAOCR at the June meeting. Ms. Brinkman asks that all voting members be present at this meeting.

**Other Items and Announcements**

**Community College Pathways Trust Grant (CCPT) LA HI-Tech Regional Consortium Award**

Alex Davis, Dean Los Angeles City College, thanked those in attendance for embracing the vision of this consortium. Pasadena City College will serve as the fiscal lead for this $15 million grant. A press conference will be done in the near future to announce this award. LAUSD meet early on to talk about this consortium since this district reflect 80% of the schools impacted on this grant. Some of the high schools mentioned are Culver City, Santa Monica, Malibu, Pacific Palisades, Pasadena and Beverly Hills along with the 3 districts; LACCD, Santa Monica and Pasadena. A survey will be sent to the K-12 schools to address the efforts that required the most attention.

**Self-Assessment**

A special thanks was given to Dean Alex Davis for developing the templates in Dropbox for the deans to access and input the required documentations. The Self-Assessment report was developed by Dean Robles and was sent to Robin Harrington at the State Chancellor’s office. Ms. Harrington is in the process of reviewing the self-assessment and will send information for the next step once she has completed this review. Dean Robles has asked Ms. Harrington if she would be willing to come out and do training on Core Indicators. Ms. Harrington has agreed to do such; we are looking at 8/14/14 as a possible date for this training.

**Michael Brustein**

The deans agreed to move forward with the 8/14/2014 date. Dean Robles will send an email to the deans asking for questions for the Brustein training. We want to make this training more specific to our district needs and concerns.

**Website**

Lucia asked if all the deans would take a look at the CTE website and give feedback as soon as possible.

**Mobile App**

The deans were asked to send Dean Robles an update on this program so that the information can be passed on to our Vice Chancellor, Felicito Cajayon. Pierce College is moving forward with this program and plan to present to LAOCRC in May. ELAC is moving forward with the Mobile Application Program as well as Southwest College. City College is in the process of finding a faculty member to champion this program.

**Bi-Annual Program Review**

The question was raised as to what the CTE Deans would like to report on the Bi-Annual Program Review. Every campus within our district has a different way on how they complete their program reviews. Lucia will send out an email to the deans asking how each campus completes their program reviews. This information will then be complied and the deans will select the forms that will be used moving forward.

**VTEA Surveys**

The staff in MIS has asked if there is a desire to develop a timeline for the Winter and Summer Sessions. The deans agreed that there is not a need for reports during these terms since some of the campuses do not offer classes during these short terms. Vice President, Workforce Development, Laura Ramirez, East Los Angeles College stated with the new SIS system approaching the VTEA survey should be included at the time of registration. She further advised the deans to send a letter from all the deans to Betsy Regaldo with the request to add the survey at the time the students register or at the time they fill out the application for attendance.

**Perkins 14-15FY**

Ms. Harrington is in the process of reviewing the 14-15FY application.

The deans expressed a concern about a memo that was sent via email by the State Chancellor’s office. Dean Robles will follow up on this email.

For account purposes the Transitions and Perkins Grant will continue to have separate account numbers.

The final report will be due shortly. Dean Robles will send out the templates for the 13-14FY final report.

**LACCD CTE Annual Recognition Event**

This will be a great opportunity to showcase the CTE Programs within the district. It will also be a great opportunity to invite faculty and staff from all nine campuses. This is a branding opportunity for the K-12 students to learn more about CTE.

**Next Meeting**

Retreat August 14, 2014 at VDK