

## **CTE Committee Meeting Agenda**

October 2, 2020

2:00 – 4:00 Zoom conference

Meeting URL: <a href="https://cccconfer.zoom.us/j/96229304792?pwd=eFRqZk0vTUhmam44U2hlckZBMjMyZz09">https://cccconfer.zoom.us/j/96229304792?pwd=eFRqZk0vTUhmam44U2hlckZBMjMyZz09</a>

Meeting ID: 962 2930 4792

Passcode: 615064

Co-Chairs: Mary Clarke-Miller and Leslie Blackie Regular Committee Members: Louis Quindlen, Jennifer Briffa, Carla Pegues, Karen Croley, Eva Denise Jennings, Jason Holloway, Peter Crabtree, Carmen Fairley, Lilian Pires, Barbara Des Roches, Marie Amboy

	Agenda	Discussion leaders	Follow up
2:00 – 2.05 pm	Welcome and Introductions Review of Zoom etiquette – SWF webinar 2-3pm	Mary/Leslie	
2.05-2.45pm	SWF round 3 funds left to be spent – Local and regional update		
	SWF round 4 funding local and regional and incentive funds –	Siri	
	a. Update on spending		
2.45-3pm	b. Requests for unspent funds	Discussion ALL	
	Perkins update	Siri	
	SWF – District regional Plan vs reallocated to local colleges	Mary /All	
3-3.45pm	Part Time faculty needs – discussion to use unspent funds to create faculty teaching kits for PT to take home. (Laptop not chrome book) Need to survey PT faculty	Leslie	
3.45-4pm	Training needs? How to expand past CVC OEI	Siri	
	Form now sent out to all faculty 3 of colleges using same tool. Admin reviewing submissions. Spring <a href="Training correlated spring spreadsheet">Training correlated spring spreadsheet</a>		
	CTE Labs F2F update		

Berkeley City College College of Alameda Laney College Merritt College

	facilities for spring - Amy reporting that plan is for a few more labs to be offered.	
	Job description for CTE Liaison to post and apply	
4:00	Adjourn – Next meeting October 2nd	

Berkeley City College College of Alameda Laney College Merritt College



## **CTE Committee Meeting Minutes**

October 2, 2020

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- 1. Welcome and Introductions
- 2. SWF Round 3 Remaining Funds Local and Regional Update
- 3. SWF Round 4 Local, Regional, and Incentive Funds
  - a. Update on Spending See Fiscal Summary Reports for Projects 0035 & 2035
  - b. Requests for Unspent Funds
- 4. Perkins Update
- 5. SWF District Regional Plan vs. Reallocated to Local Colleges
  - a. District-wide job placement led by COA funded \$150K. Transferred prior to Dr. Stanback Stroud's leave
  - b. VC Brown is open to collective or individual college needs for remaining funds
  - c. At the next meeting, present the description of the CE District Coordinator
  - d. Motion to distribute to the colleges and hold an emergency meeting to decide on what gets distributed/who pays for what.
    - i. Doodle Poll to schedule emergency meeting
- 6. Part-Time Faculty Needs: Discussion to use unspent funds to create faculty teaching kits for PT to take home (laptop). Need to survey Faculty for this
  - a. Return unspent funds to colleges, or use for the colleges
  - b. CTE Liaison Job? Job Description necessary. Pending.
- 7. Training Needs? How to expand past CVC OEI
  - a. Correlated Spring Spreadsheet (more for CTE Liaisons to share with Deans)
    - i. To show what faculty has taken what training towards AB705 (all colleges)
- 8. CTE Labs Face 2 Face Update
  - a. A challenging decision
  - b. Enrollment declining in the last 5 years, Laney in particular. Instability does not help.
  - c. Other community colleges in the Bay Area are teaching in class
  - d. Try to work with Alameda County; need to facilitate swift decision-making
  - e. VC Brown will carry forward; use shared governance procedures to carry forward

- f. What does VC Brown need? What does Administration need from CE Committee? Committee needs to know metrics needed in order to know how to proceed/make F2F possible.
- g. Motion: Some classes need in-person labs (some sciences and non-essential CTE courses)
  - i. A broad umbrella statement, discretion left to each college
- 9. Facilities for Spring Amy reporting that plan is for a few more labs to be offered
- 10. Job Description for CTE Liaison to post and apply
- 11. Adjourn

## FISCAL SUMMARY BY ROUND AND LOCATION STRONG WORKFORCE-REGIONAL: PROJECT 0035

SUMMARY OF FUNDS: ROUND 2 (A/L: 19) - EXPIRES 12/31/19	COA	BCC	LANEY	MERRITT	COLLEGE	DISTRICT	TOTAL COLLEGE/DISTRICT
(PER REVISED BACCC ALLOCATION WORKSHEET, 3/2020)	Location 2	Location 8	Location 5	Location 6	TOTALS	Location 1	EXPENDITURES
R2 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2017- DEC 2019, REV. 3/2020	178,315.00	176,128.00	447,228.00	349,494.00	1,151,165.00	320,000.00	1,471,165.00
ADJUSTMENT TO R2 ALLOCATION PER BACCC MOU (RJV FUND)	12,225.00	5,000.00	-	-	17,225.00	-	17,225.00
R2 ADJUSTED ALLOCATIONS PER BACCC MOU	190,540.00	181,128.00	447,228.00	349,494.00	1,168,390.00	320,000.00	1,488,390.00
LESS: FY18 ROUND 2 EXPENDITURES	-	-	-	-	•	-	-
FY 18 ENDING AVAILABLE BALANCE / ROLLOVER TO FY19	190,540.00	181,128.00	447,228.00	349,494.00	1,168,390.00	320,000.00	1,488,390.00
LESS: FY19 ROUND 2 EXPENDITURES	(48,617.01)	(101,792.75)	(57,020.03)	(90,428.48)	(297,858.27)	(293,566.21)	(591,424.48)
FY19 ROUND 2 AVAILABLE BALANCE / ROLLOVER TO FY20	141,922.99	79,335.25	390,207.97	259,065.52	870,531.73	26,433.79	896,965.52
LESS: FY20 ROUND 2 EXPENDITURES	(182,743.38)	(79,076.16)	(373,435.12)	(166,955.93)	(802,210.59)	(41,596.25)	(843,806.84)
FY20 ROUND 2 AVAILABLE BALANCE/ ROLLOVER TO FY21	(40,820.39)	259.09	16,772.85	92,109.59	68,321.14	(15,162.46)	53,158.68
LESS: FY21 ROUND 2 EXPENDITURES							
FY21 ROUND 2 AVAILABLE BALANCE	(40,820.39)	259.09	16,772.85	92,109.59	68,321.14	(15,162.46)	53,158.68
% OF ROUND 2 FUNDS EXPENDED	121.42%	99.86%	96.25%	73.64%	94.15%	104.74%	96.43%

SUMMARY OF FUNDS: ROUND 3 (A/L: 20) - EXPIRES 12/31/20 (REVISED PER BACCC ALLOCATION WORKSHEET, 3/2020)	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
R3 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2018-DEC 2020, REV. 3/2020	175,146.00	149,145.00	431,060.00	351,066.00	1,106,417.00	365,000.00	1,471,417.00
ADJUSTMENT TO R3 ALLOCATION PER BACCC MOU (RJV FUND)	-	10,000.00	-	5,000.00	15,000.00	-	15,000.00
R3 ADJUSTED ALLOCATIONS PER BACCC MOU	175,146.00	159,145.00	431,060.00	356,066.00	1,121,417.00	365,000.00	1,486,417.00
LESS: FY19 ROUND 3 EXPENDITURES	-	-	-	-	-	(6,016.00)	(6,016.00)
FY19 ROUND 3 AVAILABLE BALANCE / ROLLOVER TO FY20	175,146.00	159,145.00	431,060.00	356,066.00	1,121,417.00	358,984.00	1,480,401.00
LESS: FY20 ROUND 3 EXPENDITURES	(17,062.44)	(54,272.81)	(244,524.72)	(107,386.16)	(423,246.13)	(232,183.85)	(655,429.98)
FY20 ROUND 3 AVAILABLE BALANCE / ROLLOVER TO FY21	158,083.56	104,872.19	186,535.28	248,679.84	698,170.87	126,800.15	824,971.02
LESS: FY21 ROUND 3 EXPENDITURES							
FY21 ROUND 3 AVAIALABLE BALANCE	158,083.56	104,872.19	186,535.28	248,679.84	698,170.87	126,800.15	824,971.02
% OF ROUND 3 FUNDS EXPENDED	9.74%	34.10%	56.73%	30.16%	37.74%	65.26%	44.50%

SUMMARY OF FUNDS: ROUND 4 (A/L: 21) - EXPIRES 12/31/21	COA	BCC	LANEY	MERRITT	COLLEGE	DISTRICT	TOTAL COLLEGE/DISTRICT
(PER BACCC ALLOCATION PER MOU (CABRILLO/PCCD)	Location 2	Location 8	Location 5	Location 6	TOTALS	Location 1	EXPENDITURES
R3 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2019-DEC 2021	132,484.00	105,497.00	341,806.00	307,034.00	886,821.00	364,999.00	1,251,820.00
LESS: FY20 ROUND 4 EXPENDITURES	-	-	-	-	-		-
FY20 ROUND 4 AVAILABLE BALANCE / ROLLOVER TO FY21	132,484.00	105,497.00	341,806.00	307,034.00	886,821.00	364,999.00	1,251,820.00
LESS: FY21 ROUND 4 EXPENDITURES TO-DATE							
FY21 ROUND 4 AVAILABLE BALANCE TO-DATE	132,484.00	105,497.00	341,806.00	307,034.00	886,821.00	364,999.00	1,251,820.00
% OF ROUND 4 FUNDS EXPENDED	0%	0%	0%	0%	0%	0%	0%

SUMMARY OF FISCAL ACTIVITY ALL ROUNDS	COA	BCC	LANEY	MERRITT	COLLEGE	DISTRICT	TOTAL COLLEGE/DISTRICT
SOMMARY OF FISCAL ACTIVITY ALL ROUNDS	Location 2	Location 8	Location 5	Location 6	TOTALS	Location 1	EXPENDITURES
TOTAL FUNDING ALLOCATIONS (ROUNDS 1-4)	628,427.00	566,027.00	1,588,762.00	1,281,792.00	4,065,008.00	1,403,889.00	5,468,897.00
LESS: ROUND 1 (A/L: 00-18) TOTAL EXPENDITURES TO-DATE	(120,745.99)	(120,371.00)	(349,633.61)	(304,924.29)	(895,674.89)	(385,912.50)	(1,281,587.39)

## FISCAL SUMMARY BY ROUND AND LOCATION STRONG WORKFORCE-LOCAL: PROJECT 2035

SUMMARY OF FUNDS: ROUND 2 (A/L: 19)-EXPIRES 12/31/19 PER ALLOCATION WORKSHEETS	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	INDIRECT @ 4%, DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
ROUND 2/INCENTIVE FUNDING ALLOCATION: JUL 2017 - DEC 2019	385,257.00	390,041.00	978,251.00	764,471.00	2,518,020.00	104,918.00	2,622,938.00
ADD: ROUND 2 ALLOCATION ADJUSTMENT DUE TO INDIRECT COST ADJUSTMENT	617.00	625.00	1,569.00	1,225.00	4,036.00	(4,036.00)	-
ADJUSTED ROUND 2 FUNDING ALLOCATION: JUL 2017-DEC 2019	385,874.00	390,666.00	979,820.00	765,696.00	2,522,056.00	100,882.00	2,622,938.00
LESS: FY18 ROUND 2 EXPENDITURES	(129,916.34)	(118,417.98)	•	(15,460.21)	(263,794.53)	-	(263,794.53)
FY 18 ENDING AVAILABLE BALANCE / ROLLOVER TO FY19	255,957.66	272,248.02	979,820.00	750,235.79	2,258,261.47	100,882.00	2,359,143.47
LESS: FY19 ROUND 2 EXPENDITURES	(186,861.95)	(259,303.17)	(397,183.85)	(307,259.25)	(1,150,608.22)	(48,048.94)	(1,198,657.16)
FY19 ROUND 2 AVAILABLE BALANCE / ROLLOVER TO FY20	69,095.71	12,944.85	582,636.15	442,976.54	1,107,653.25	52,833.06	1,160,486.31
LESS: FY20 ROUND 2 EXPENDITURES	(73,398.08)	(12,078.27)	(463,693.27)	(343,576.32)	(892,745.94)	-	(892,745.94)
FY20 ROUND 2 AVAILABLE BALANCE / ROLLOVER TO FY21	(4,302.37)	866.58	118,942.88	99,400.22	214,907.31	52,833.06	267,740.37
LESS: FY21 ROUND 2 EXPENDITURES TO-DATE	-	-	-	-			
FY21 ROUND 2 AVAILABLE BALANCE TO-DATE	(4,302.37)	866.58	118,942.88	99,400.22	214,907.31	52,833.06	267,740.37
% OF ROUND 2 FUNDS EXPENDED	101.1%	99.8%	87.9%	87.0%	91.5%	47.6%	89.8%
SUMMARY OF FUNDS: ROUND 3 (A/L: 20) - EXPIRES 12/31/20 PER ALLOCATION WORKSHEETS	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	INDIRECT @ 4%, DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
ROUND 3/INCENTIVE FUNDING ALLOCATION: JUL 2018 - DEC 2020	418,057.00	355,996.00	1,028,902.00	837,964.00	2,640,919.00	105,637.00	2,746,556.00
ADD: ROUND 3 ALLOCATION ADJUSTMENT DUE TO CCCCO REVISION	(2,945.00)	(2,508.00)	(7,248.00)	(5,903.00)	(18,604.00)	(744.00)	(19,348.00)
ADJUSTED ROUND 3/INCENTIVE FUNDING ALLOCATIONS: JUL 2018 - DEC 2020	415,112.00	353,488.00	1,021,654.00	832,061.00	2,622,315.00	104,893.00	2,727,208.00
LESS: FY19 ROUND 3 EXPENDITURES	-	340.38	•	(26,753.91)	(26,413.53)	-	(26,413.53)
FY19 ROUND 3 AVAILABLE BALANCE / ROLLOVER TO FY20	415,112.00	353,828.38	1,021,654.00	805,307.09	2,595,901.47	104,893.00	2,700,794.47
LESS: FY20 ROUND 3 EXPENDITURES	(294,497.26)	(306,636.27)	(427,282.84)	(163,413.55)	(1,191,829.92)	-	(1,191,829.92)
FY20 ROUND 3 AVAILABLE BALANCE / ROLLOVER TO FY21*	120,614.74	47,192.11	594,371.16	641,893.54	1,404,071.55	104,893.00	1,508,964.55
LESS: FY21 ROUND 3 EXPENSITURES TO-DATE	(34,151.05)	(18,824.10)	(87,164.75)	(86,980.10)	(227,120.00)	-	(227,120.00)
FY21 ROUND 3 AVAILABLE BALANCE TO DATE	86,463.69	28,368.01	507,206.41	554,913.44	1,176,951.55	104,893.00	1,281,844.55
% OF ROUND 3 FUNDS EXPENDED	79.2%	92.0%	50.4%	33.3%	55.1%	0.0%	53.0%
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SUMMARY OF FUNDS: ROUND 4 (A/L: 21) - EXPIRES 12/31/21	COA	ВСС	LANEY	MERRITT	COLLEGE	INDIRECT @ 4%, DISTRICT	TOTAL COLLEGE/DISTRICT
PER ALLOCATION WORKSHEETS	Location 2	Location 8	Location 5	Location 6	TOTALS	Location 1	EXPENDITURES
ROUND 4/INCENTIVE FUNDING ALLOCATION: JUL 2019 - DEC 2021	327,345.00	258,584.00	862,313.00	777,083.00	2,225,325.00	89,013.00	2,314,338.00
LESS: FY20 ROUND 4 EXPENDITURES	-	-	-	-	-	-	-
FY20 ENDING AVAILABLE BALANCE/ ROLLOVER TO FY21	327,345.00	258,584.00	862,313.00	777,083.00	2,225,325.00	89,013.00	2,314,338.00
LESS: FY21 ROUND 4 EXPENDITURES TO-DATE	(2,877.61)	(47,866.53)	(3,813.72)	(450.00)	(55,007.86)		(55,007.86)
FY21 ROUND 4 AVAILABLE BALANCE TO-DATE	324,467.39	210,717.47	858,499.28	776,633.00	2,170,317.14	89,013.00	2,259,330.14
% OF ROUND 4 FUNDS EXPENDED							

SUMMARY OF FUNDS: ROUND 5 (A/L: 22) - EXPIRES 6/30/22 PER ALLOCATION WORKSHEETS	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	INDIRECT @ 4%, DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
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