

PCCD Career Education Committee Agenda

Friday February 2, 2024

HyFlex Meeting: PCCD Board Room & Zoom

<https://us06web.zoom.us/j/86540692441?from=addon>

Committee Membership:

| | |
|--|--|
| Tina Vasconcellos, AVC Educational Services, Tri-Chair | Karl Seelback, Laney CE Liaison, Tri-Chair |
| Eleni Gastis, Laney CE Liaison, Tri-Chair | Fang Huang, Classified, Tri-Chair |
| Kuni Hay, BCC VPI | Maurice Jones, CoA, VPI |
| Becky Opsata, Laney VPI | Lisa Cook, Merritt VPI |
| Angela Khoo, Merritt, Interim Dean | Chris Lewis, BCC Dean |
| Eva Jennings, CoA, Dean | Ally Tomas, Laney Dean |
| Karen Croley, BCC, Classified | Donna Jones, CoA, Classified |
| Raya Zion, Laney, Classified (voting?) | Mary Clarke-Miller, BCC CE Liaison |
| (Vacant) Merritt College, Classified | Feather Ives, Merritt, CE Liaison |
| Carla Pegues, CoA, CE Liaison | (Vacant), Student Representatives |
| Dave Vigo, PCCD Finance | Constance Koo, Classified (non-voting) |
| Carmen Fairley, Classified (non-voting) | |

I. STANDING ITEMS

- A. CALL TO ORDER
- B. ADOPTION OF THE AGENDA
- C. APPROVAL OF MINUTES
- D. PUBLIC COMMENT/ ANNOUNCEMENTS
 - a. NAEC Retreat: February 18, 2024 8:30-3:30 @ Berkeley Adult School (CE Focus: Instructional Strategies- 11:00-3:00)

II. CARRIED OVER AND NEW ITEMS

| Topic: | Presenter: | |
|---|--------------------------------|-------------|
| Chancellor Gilkerson Visit- CE Data/College Updates Presentation | College CE Liaisons & CE Deans | 2:00-2:30pm |
| Facilities & Bond Update | Interim VC, Atheria Smith | 2:30-2:45pm |
| IT Update | CTO, Antoine Mehouelley | 2:45-3:00pm |
| Curriculum Update/Common Course Numbering | CIPD, Heather Sisneros | 3:00-3:15pm |
| CLNA Update | AVC Vasconcellos | 3:15-3:20pm |
| Auto Award Update | AVC Vasconcellos | 3:20-3:30pm |
| Tri-Chair Report (moved from standing to accommodate Chancellor visit) | CE Committee Tri-Chairs | 3:30-3:40pm |

III. Adjournment

IV. Next Meeting: March 1, 2024- PCCD Board Room

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II. CARRIED OVER AND NEW ITEMS

- a. Chancellor Gilkerson Visit- CE Data/College Updates Presentation
 - i. Laney:
 1. Cosmo has partnered with Sephora, offering internships and placing students in jobs
 2. For Wdtec job demand and placement are very high. We can typically place any student committed to employment if they don't find a job on their own first. Courses are at full capacity, but due to the concurrent courses at level one and two and the inability to restart the night program post-Covid has limited the ability to grow our persisting career path cohort and therein unable to begin to meet the industry supply demand.

3. The facility issues that continue to persist year after year. No heat in four years and the issue with the compressed air has been a major issue since 2019 highly impacting our ability to operate the lab. Had to take direct action as the DGS was unresponsive and ultimately inept in ability and capacity.
 4. A total lack of any annual preventative maintenance protocols and procedures leaves LC in a state of triage at all times in regards to our mechanical infrastructure
 5. Culinary Arts continues to receive multiple requests for cooks and pastry students / grads, every week. Unfortunately, only allowed to teach our 3rd and 4th semester on alternate semesters, thus slowing the process for both programs to graduate students.
 6. We have a graduate at a 3 star Michelin restaurant in SF , Atelier Crenn!
 7. machine tech: Highlights: Over \$1 million investment in the program, two new classes and a brand new certificate, in the process of overhauling our entire curriculum, finally recovered from Covid-era low enrollment (last semester's intro classes were at 110% capacity, 84% completion, 96% received passing grades, 71% enrolled in intermediate classes this semester). Hurdles: shrinking FTEF allocations, constant errors in class schedule, broken enrollment system turns many prospective students away (especially low income who are 89% CTE students), shrinking grant funds, crumbling and unsafe facilities and no leadership in this area, reductions in already small release time for CTE department chairs, inefficiencies/understaffing in purchasing cause very long lead times (sometimes months) in both purchasing and payment (we have lost three vendors so far due to nonpayment).
 - ii. Merritt: Nursing program will be accepted in the Fall
 - iii. BCC
 - iv. COA
 - v. Send Chancellor Gilkerson college reports
 1. Hoping to bring the BOT meetings to the colleges – set BOT up for success to partner with
 2. Understands MOUs, financial issues, determine the specific challenges, will hold listening sessions
- b. Facilities & Bond Update
- i. Elevators - Laney/Fieldhouse/student center/library, all operations
 1. Non-operational: Tower 2
 - ii. Merritt – back in operation by the end of next week at the latest
- c. IT Update
- i. Licensing software is overseen by the District
 1. Moving to a single-sign on platform (vs student username/pw) – almost complete. Automating system – due end of month (for Canvas, email, campus solutions, everything Peralta). One log in and one password for all.
 2. Problem: invoice follows District FY, not calendar year, which causes delays in service for summer semester
 - ii. and infrastructure for CTE
 - iii. Issue: students not receiving follow up emails after submitting application – working on correcting this
 - iv. Request: when conducting a class search, can the first year not be 1973? Submit Help Desk ticket

- v. Bond money for technology: exists, but used to be allocated at campuses, but now it's with DGS/District and requires a process requesting the funds
 - d. Curriculum Update/Common Course Numbering
 - e. CLNA (Comprehensive Local Needs Assessment) Update: only some people got in, some did not, some sending email with their scores. Behind with obtaining vendor. Will provide further update next time.
 - f. Auto Award Update: moving forward. Graduation model mimics PDF/paper process. Will go live in February. Students will be able to petition for one degree via auto award.
 - i. Training wheels concept
 - g. Tri-Chair Report
- III. Adjournment
- IV. Next Meeting: March 1st 2-4PM
 - a. Add to agenda:
 - i. indirect costs (10%) for grants taken all by District, but should not be taken
 - 1. Emily Kaplan apprise Chancellor with this issue. Is actually moving on this issue – there should be a split. Working on a proposal to present to District Finance.
 - ii. MOUs: does the same MOU need to be approved by District Legal every single year?
 - 1. There is no standardized MOU across the District. Would have to work with Legal to create one. In discussion.
 - a. This will be very difficult to create considering the varying needs of the colleges
 - iii. No uniform marketing promotion for summer institute – each college does their own. Can district Mark Johnson take the lead in doing summer institute promotion?
 - iv. Add credit for prior learning
 - v. What is the status on the ability to push CTE curriculum through while the common numbering is going on? Will we be able to add new courses and work on updates or are we at a pause?