



## **CTE Chairs**

### **Meeting Minutes**

### **Zoom Conference Call**

**September 21, 2021**

**1:00pm - 2:00pm**

#### **1. Introductions (A. Rivera)**

- Dr. Rivera welcomed CTE Chairs to the first CTE Chairs Meeting for the 21-22 academic year.

#### **2. Student workers (M. Robles)**

- Melissa R. informed CTE Chairs that if they have not yet submitted work schedules for student workers/tutors in their department for the fall 21 semester, they will need to submit them to Melissa R. as soon as possible.

#### **3. Expenses & PO Update (V. Alonzo)**

- Vivian A. informed CTE Chairs that she is working on processing purchase requests that were submitted back in July and August of 2021.
- For any urgent purchase request, CTE chairs will need to follow up with Vivian A., so it can be processed as soon as possible.
- Dr. Rivera informed CTE chairs that if they received funding for any equipment for the 21-22 academic year, chairs will need to submit purchase request no later than November 2021.

#### **4. Perkins Report (V. Facio)**

- Victor F. informed CTE chairs that he is available to answer any questions via Zoom regarding the Perkins quarterly report.

## 5. Fall 2021 CTE Survey (A. Rivera)

- Dr. Rivera informed CTE chairs that the District Office Committee is in the works in ensuring students will obtain a confirmation page once they complete the CTE Survey.
- Dr. Rivera informed chairs that the District Office is in the works in creating a CTE Survey for high school students taking LACC courses.

## 6. Dual Enrollment Pathways (K. Saysay)

- Karen S. introduced herself as the CTE Title V Coordinator- Will be working on the FOCUS Grant and with the CAI Grant.
- Karen S. also introduced the City in the City Pathway project that is set to launch during Fall 22.
- If chairs wish to join efforts in the creating pathways for the City in the City project, they will need to follow up with Karen S.
- Dr. Rivera informed chairs that in order for CTE department to join efforts for the City in the City project, chairs will need to identify a faculty liaison for the pathway they are recommending.

## 7. Coop Ed (J. Medina)

### i. Job Fair

- Juliana M. informed chairs that the 2<sup>nd</sup> annual career fair will be held in-person on December 2, 2021 and as a virtual event on Dec 3, 2021

### ii. Calendars

- Juliana M. informed chairs that upcoming events through the career center can be found on the LACC Career Center website.

### iii. Career Center Update

- Weekly resume workshops are ongoing.
- New Career Center counselor is David Turcotte.

## 8. SI presentation (C. Figueroa-Arroyo)

### i. VECTR – A STEAM Initiative

- Carlos F. went over the project scope for the Initiative for Creative Technology Careers Grant.

### ii. CTE STEAMinars and Calendar

- Victor F. to send the VECTR and STEAMinars flyers to CTE chairs.

### **iii. SI Program**

- Carlos F. introduced SI Program- This effort will target high risk courses rather than high risk students.
- This program will be peer facilitated and pre-planned by SI leader.
- Victor F. to send the Supplemental Instruction (SI) presentation to CTE Chairs.

### **9. Drone Applications Academy (C. Montenegro)**

- Dr. Rivera informed CTE chairs that the Drone Academy is supported by the JP Morgan Grant.
- CTE chairs will be sent information for the upcoming Drone Academy that is set to begin on October 22, 2021.

### **10. Non-credit /AE Pathways (I. Perez and L. Maschi)**

- Phlebotomy Technician Program is in the works.
- Non-Credit pathway programs are in the works through the Strong Workforce Program.

### **11. Office of Career Education and Professional Development “OCEPA” (A. Rivera)**

- Dr. Rivera informed CTE chairs that EDWE is working on an effort known as OCEPA to bring together all the efforts our office is working on.
- Dr. Rivera gave an overview of the effort and what is in the works.

### **12. Advisory Boards (A. Rivera)**

- Dr. Rivera informed CTE chairs that they need to have an advisory board, so they can support department efforts.

### **13. Items from the floor**

- NC Adult Edu. Department- Hollywood Work Source Panel Event- 9/22/21 at 1pm.
- This event will discuss the services the Work Source Center offers, how to access them and where they are located.