



Imperial Valley College
ECONOMIC AND WORKFORCE DEVELOPMENT

PERKINS CTEA MEETING

Friday, February 17, 2012
 11:00 AM, Board Room

| Perkins CTEA Programs | Representatives Present |
|--|---|
| Economic and Workforce Development | Efrain Silva Patricia Robles Norma Santana |
| Computer Information Systems | Angie Ruiz |
| Child Development | Becky Green |
| Automotive Technology Automotive Collision Repair | Jose Lopez Frances Arce-Gomez |
| Air-Conditioning & Refrigeration | Frank Miranda |
| Building Construction | N/R |
| Welding Technology | Gonzalo Huerta |
| Fire Science | Alfredo Estrada Laura Hartsock Robert Malek |
| Administration of Justice Correctional Science Peace Officer Standards Training (POST) | Ed Wells |
| Agriculture | N/R |

Approved Minutes

1. Call to Order

The meeting was called to order by Efrain Silva at 11:12 am.

2. Approval of Minutes of April 8, 2011

BG/NS to approve the minutes of April 8, 2011.

3. Perkins CTEA 2nd Quarter Report (2011-2012)

The 2nd Quarter expenditures were at a 35%; the required percentage that is about 50%. Justifications are requested on the quarterly reports of why expenditures have fallen below the guideline.

Final Reports from all funded programs in 11-12 are due by the end of the Spring semester.

4. Purchases/Expenditures

Efrain Silva asked why expenditures are showing at a low percentage. We have allowed a deadline of March 31st before funds get reallocated, and he added that other colleges have deadlines as early as October. For 2012-2013 our deadline will be changed to December 31, 2012. Unencumbered/unspent funds will be reallocated as soon as January 1, 2013.

Efrain Silva said that equipment purchased with Perkins CTEA funds must be tagged with a separate identifiable tag. Patricia Robles stated that years ago Gonzalo Huerta and Laurie Franks had set up a tagging system where equipment purchased with Perkins CTEA funds was tagged with a neon-colored tagged. When Laurie Franks left, this system stopped due to institutional tagging procedure changes.

5. Report on Fall 2011/Spring 2012 Advisory Committees

Efrain Silva reminded everyone that the advisory committees must sign off on next year's program proposals at the spring advisory committee meetings. Two meetings per year are requested. Efrain requested that minutes of all advisory committees be emailed to Patty Robles.

Angie Ruiz said that Business and CIS have a joint advisory committee and the next meeting will be held in April.

6. Perkins CTEA Local Plan – Budget Prioritization (2012-2013)

Efrain Silva reported that we are expecting about a 10% reduction of Perkins funding for next year. There is a rumor that Perkins CTEA funding will go away, but as of now it is just a rumor.

The Perkins CTEA guidelines will be revised. Allocations for 12-13 will be done differently. All CTE programs, even those that are not part of the original 5-year plan, will be allowed to submit a proposal. The proposal application will consist of funding needs, purpose, how activities will improve student success, and how that success will be measured. He added a reminder that these funds are for program improvement, not for supplanting institutional costs.

Efrain Silva said some colleges have a policy of not funding the same program for more than three years in a row. Funds should be used for programs in dire need of resources, such as Water Treatment.

Program proposals for Perkins CTEA funding for 12-13 will be due by April 20th!

7. Performance Matrix

An updated matrix will be sent to all funded programs.

8. Core Indicator Reports

Efrain Silva said that core indicator reports should be reviewed.

9. Other

Ed Code Vocational Program Review

Efrain Silva completed the two-year vocational program reviews as mandated by Ed Code and the Curriculum Committee will be reviewing them next Thursday, then Academic Senate, and then the Board. All programs are being recommended for renewal. Becky Green asked if additional data can be added, relating to employment, completions, etc., and Efrain Silva said yes.

Comprehensive Program Reviews

Gonzalo Huerta worked on the Welding Technology comprehensive program review. He mentioned that there is a continual frustration of data because what shows on the matrix is not what is actually happening. He would like copies of all census rosters for the last four semesters, to see majors listed. He expressed that there is a difference between majors' and non-majors' needs/wants.

Substantive Changes

Substantive change reports to curriculum must be submitted when there are major changes to curriculum and/or programs. New programs cannot be started until the Accreditation board approves. Cisco was not on the list of reports due, but should be.

Accreditation

The next Accreditation Team visit is scheduled for March 13th. Institutions placed on warning status or probation are not authorized to add new programs. 7 out of 42 colleges received either a warning status or were placed on probation.

Welding Technology Update

Gonzalo Huerta said that Welding has good enrollment and Financial Aid affects attendance. It is difficult with no full-time faculty member in the program. He reported that the Welding facilities have undergone improvements these past two years. The new CTE building may improve performance.

POST Update

Ed Wells said there are new requirements re background checks that make an impact. With the new requirements, background checks are needed before the first day of class rather than before the first day of shooting. This change affects the first class, AJ 141. There will be changes in Correctional Science; in the future it will be a specialization under the AJ program. POST has two full-time faculty and about 48 adjuncts and consultants combined. Another full-time faculty member would reduce the number of adjuncts and consultants needed. There is a Distance Education course in the program.

Automotive Technology Update

Jose Lopez said that all classes are full. Another NATEF evaluation is scheduled for March 13th. The Auto Shop is still being worked on.

ACR Update

Frank Miranda said that there is no physical room for the program to grow with the current facilities. The new CTE building will provide better facilities for the ACR program. He would like to bring in industry reps to do trainings. He will be attending a Smart Grids meeting on March 13th.

Child Development Update

Becky Green reported that all classes are full. A First Five and County Office of Education workshop for next year has an expected attendance of between 200-400 participants. She reported that all Child Development curriculum is aligned with the State colleges. She has worked on a template for Administration, Infant/Toddler, and Special Needs that is linked with the Department of Education and the Chancellor's Office, for all colleges to follow.

Becky Green said that the governor is proposing to move Title V from Education and to Department of Social Services. The Department of Education and the Chancellor's Office are opposing this proposal. Students worry about jobs if this change passes because it would affect all county day care providers.

Fire Technology Update

Laura Hartsock said that Fire Technology is a wonderful program and that it is an honor to work with Alfredo Estrada and Robert Malek. Alfredo Estrada reported that the Imperial County Fire Department has hired about 50% of the students that completed the Fire Technology program.

CIS Update

Angie Ruiz is revamping the CIS program. Course Outlines will be compared with Microsoft curriculum and perhaps incentives can be given to employees that pass the tests. The Business Department is looking into a program with SDSU.

Budget Technician Update

Norma Santana stated that items purchased with this year's funds must be here by June 30th.

10. Next Meeting

The next meeting will be determined at a later date.

11. Adjourn

The meeting was adjourned at 12:00 pm by Efrain Silva.