

CE Committee Meeting

Date: Monday May 4, 2020

Time: 1 p.m. to 2:30 p.m., Room: Zoom

Person/Time	What?	Notes/ Action Items
	1. Welcome and Norms a. Review Norms	
	2. Approval of Minutes – April 20, 2020	Approved: Chris March Seconded: Patrick Mwamba Abstained: Kevin Kramer, Kathleen Stanley, Debbie Trigg Opposed: None Corrections: None
	3. Review of Committee Representatives and Voting Members	<ul style="list-style-type: none"> Morgan Butler, Luke Ilmberger, Terra Lee and Kathleen Stanley are now new classified representatives. They will be joining Rachael Tupper-Eoff and Patrick Mwamba.
	4. Review of Career Education Funding Requests a. Google Spreadsheet with proposals b. Requirements of Allocation of Funding Once plan approved:	Kristin went over Google Spreadsheet with all proposals explaining each question for voting members to review. <ul style="list-style-type: none"> https://tinyurl.com/CEFundingRequests2020 All questions on Request Form are in the application for Strong Work Force and Perkins Overview of Requirements for Funding: <ul style="list-style-type: none"> Completion of Plan before 6/1/20 and will require follow-up until 6/15/20 An Advisory Meeting during the 19-20 Academic Year Respond to the Core Indicator Details and Analysis- regardless of source of Funding Once your plan is approved your Dean will finalize. Next Steps: <ul style="list-style-type: none"> All requisitions are submitted through own Dean to Administrative Chair All purchases/PAFs etc. must meet all of the College requirements. <ul style="list-style-type: none"> -Purchasing process including vendor profile, quotes, and completed requisitions -Deadlines established by the Chairs -Account codes will be assigned by the Career Education

	<p>Voting Procedures:</p> <ul style="list-style-type: none"> a. Example Ballot b. 48 Hours to respond c. Potential questions to ask yourself: Does it meet “More, Better, Aligned”, does the LMI support the investment, is the investment reasonable and achievable, etc. d. Chairs 	<p>The Voting Ballot was reviewed.</p> <ul style="list-style-type: none"> • Kristin will send out the Voting Ballot in a couple of days. She will send out the results a day or two after they’re collected. • Concern was expressed about voting on everything as a project as a whole, worried that their project will not get funded • The voting allows you to give priority to multiple projects. • Everyone was given a chance to scale back their request. Request what is achievable. • There was a discussion of a voting rubric and questions that would be included: <ul style="list-style-type: none"> -Christina Read- IR puts out the report of degrees and certificates in each CTE top code each year, this is important to include -Some members not in favor of doing a rubric that tells us how to vote. -All agree that we will use guiding questions to help vote this time, and that Nancy will create a rubric for next year’s voting. <p>Some things to consider for the Voting Rubric:</p> <ul style="list-style-type: none"> • LMI Data • Number of Students (change in the number of students) • Does it meet “more, better, aligned?” • Does the LMI support the investment? • Is the investment reasonable and achievable? • Student or Program outcomes • IR Data
	<p>5. Good of the Order/ Comments</p>	
	<p>Attendees:</p>	<p>Kristin Lima, Claire Bailey, Luke Ilmberger, Nancy Cheung, Ellen Corbett, Hilal Ozdemir, Katherine Greenberg, Kathleen Stanley, Morgan Butler, Rachael Tupper-Eoff, Terra Lee, Eric Schultz, Christina Read, Kevin Kramer, Gabriel Chaparro, Dave Vetrano, Chris March, Nathaniel Rice, Charlie Johnson, Samantha Kessler, Deonne Kunkel-Wu, Patrick Mwamba, Stacy Thompson, Elsa Saenz, Liisa Pine-Schoonmaker, Cristina Moon, Tess Weathers, Debbie Trigg, Jamal Cook, Heather Oshiro</p>