

CE Committee Meeting

Date: Monday February 1, 2021

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

Person/Time	What?	Notes/ Action Items
	1. Welcome and Norms a. Review Norms	<ul style="list-style-type: none"> • Start and end on time • Be present in the moment • Treat each other with respect even when you disagree • Ensure the meetings are productive • All needs are important
	2. Approval of Minutes – December 7, 2020	<p>Motion to Approve: Na Liu Seconded: Safiyyah Forbes Abstentions: Heather Oshiro, Jessica Graham, Christina Read, Nathaniel Rice Opposed: None Corrections: None Minutes Approved February 1, 2021</p>
	3. Let's Peek into: Paralegal 4. Process for CE Funding Application a. Application- Monday, March 15 th b. Presentations – Week of March 29 th c. Voting- Completed by April 19 th d. Final Budget by last meeting of the year	<ul style="list-style-type: none"> • Let's Peek Into: Paralegal with Cheryl Mackey and Jessica Graham (see attached PowerPoint) <p>Anyone else who would like to do "A Peek Into" your CE department, please contact Kathleen and she will schedule your presentation for an upcoming meeting.</p> <p>Kathleen reviewed the CE Funding Application Document with the committee. All questions on this application come from the SWF and Perkins funding applications.</p> <ul style="list-style-type: none"> • Questions to include in application: Have you attended an equity training session at Chabot? When was your last advisory meeting? Have your minutes been submitted to the committee? Heather recommends adding the strategic plan goals and objectives. • Kathleen will update the application with the recommendations from the group. • The final application will be a Google Form that will be sent out college-wide. • Presentations will be scheduled after application is sent out.

5. Upcoming Equity Training

- Presentations will be scheduled beyond the regularly scheduled CE Meeting time slot because there are many applicants that cannot make the regular meeting time.
- **Please take this draft of the application to discuss with your Division meeting on Thursday.**
- 4 out of 9 sessions have been completed for Equity Training. There are a total of 3 General – 6 more specific.
- **Motion to submit a proposal for Equity Literacy in Career education on Feb. 16th flex day.**
Motion to approve: Emily Chan
Seconded: Nancy Cheung
Abstain: Simon Abramowitsch
Approved: Deonne Kunkel Wu, Heather Hernandez, Morgan Butler, Na Liu, Nancy Cheung, Victoria Ugaki, Aaron Deetz, Alice Hale, Abby Patton, Patrick Mwamba, Kevin Kramer, Bobby Nakamoto, Connie Telles

6. SWP and Perkins Updates
- Plan Implementation
 - Local and Regional Projects
 - Year 1-3 closed
 - Year 4 (19-20) spent by December 2021
 - Year 5 (20-21) spent by June, 2022
 - New guidelines
7. Next Meeting: March 1, 2021

- SWP and Perkins Updates:**
- All funds spent are tied to a project/top code.
 - Years 1-3 are closed; all the reporting is completed.

Grant	Allocation	Remaining Balance	Deadline
Perkins	\$666,806	\$500,283	6/30/2021
SWP Local (Year 4)	\$1,326,271	\$1,110,505	12/30/2021
SWP Regional (Year 4)	\$720,629	\$658,427	12/30/2021

- Regional was board approved in December must be spent by December 2021. We have one year to spend it.
- In Perkins, there is \$400,000 in Equipment that has not been spent. If you requested equipment and it was approved through the funding request last year, please work with your deans to submit your requisitions and quotes.
- If a position in a CE are that is funded by the GF, it can be moved to SWF by Senior Leadership. Last year Instructional Assistants in Dental that were previously funded 50% in GF and were moved to SWF. Most recently at College Counsel, Dr. Sperling shared that an Academic Coordinator for the Sheriff's Academy will be funded through SWF. These are decisions that are not brought to the committee for approval.

	Attendees:	Kathleen Stanley, Claire Bailey, Connie Telles, Kristin Lima, Victoria Ugaki, Heather Oshiro, Manny Kang, Emily Chan, Susan Williams, Cheryl Mackey, Simon Abramowitsch, Na Liu, Jessica Graham, Alice Hale, Morgan Butler, Kevin Kramer, Abby Patton, Safiyyah Forbes, Aaron Deetz, Tess Weathers, Bobby Nakamoto, Bob Buell, Nathaniel Rice, Susanne Maher, Jeanne Wilson, Mumtaj Ismail, Gabriel Chaparro, Christina Read, Deonne Kunkel Wu, Nancy Cheung, Heather Hernandez, Patrick Mwamba, Jamal Cooks
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Upcoming Meetings: February 1, 2021

Mission Statement

Chabot College is a dynamic, student-centered community college that serves the educational, career, job skill, and personal development needs of our community. We provide culturally responsive, revitalizing, and sustaining learning and support services driven by a goal of equity. Building upon students' strengths and voices, we empower students to achieve their goals and lead us towards an equitable and sustainable world.

*Pending BOT approval with EMP