

## CE Committee Meeting

Date: Monday May 03, 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"><li>• Start and end on time</li><li>• Be present in the moment</li><li>• Treat each other with respect even when you disagree</li><li>• Ensure the meetings are productive</li><li>• All needs are important</li></ul>
	2. Approval of Minutes – April 19, 2021	Approval of Minutes- April 19, 2021 Motion to Approve: Aaron Deetz Seconded: Safiyah Forbes Abstentions: Christina Read, Matt Kritscher, Stacy Thompson, Lynn Klein Opposed: None Corrections: None Minutes Approved May 3, 2021
	3. Let's Peek into: a. Fire Technology	<ul style="list-style-type: none"><li>• Let's Peek Into: Fire Technology with Bob Buell (See Attached Powerpoint)</li><li>• Bob Buell presented a Fire Technology Fire Training Center update</li></ul> <p>Thank you to Kathleen for bringing this idea to the committee. It has been great learning about all the different areas and how CE Funding has helped them. It has made every meeting a little more fun.</p>
	4. CE Certificate Guide (C. Read)	<ul style="list-style-type: none"><li>• CE Certificate Guide (See Attached Brochure)</li><li>• Christina has worked with Craig from Repro Graphics to create brochure of certificate programs.</li><li>• Claire will send out to the Committee.</li></ul>
	5. Sub-Committee Recommendations for Position Prioritization	<ul style="list-style-type: none"><li>• The subcommittee consisting of: Safiyah Forbes, Dave Vetrano and Heather Hernandez met to discuss the prioritization process for future positions. (See Attached Handout)</li><li>• Dave Vetrano read through the handout.</li><li>• Questions?</li></ul>

<p>6. Results of CE Funding Voting Ballots</p> <p>7. Final Budget by last meeting of the year</p> <p>8. Next meeting: May 17, 2021 (final meeting of the year)</p>		<ul style="list-style-type: none"> <li>- <b>Deonne Kunkel Wu</b>- Thank you to the sub-committee. From the accreditation standpoint, this is beautiful. It reconciles some of the challenges we have been working through.</li> <li>- <b>VP Thompson</b>- asked to clarify “Administration may choose to fill vacated positions deemed essential for the college”, who is “Administration”? This should be changed to “Senior Leadership Team” (the current process). The hiring manager or Dean would bring it to VP, VP would bring to Senior Leadership Team.</li> <li>- Discussion over adding bullet under re-hire of existing positions- “If a position has been filled for less than a year that they are automatically renewed.” This is past practice.</li> <li>- Some positions were not automatically rehired because of the Hiring Freeze.</li> <li>- Heather will edit the sub-committee recommendation with the changes discussed.</li> <li>- Claire will send out the edited recommendation to the Committee to review before a vote.</li> </ul> <p>Results of CE Funding Voting Ballots were presented. (See Attached Handout)</p> <ul style="list-style-type: none"> <li>• A discussion over accepting the 3 late ballots occurred. <ul style="list-style-type: none"> <li>-Due to extenuating circumstances because of the campus-wide email outage, the committee will accept the 3 late ballots.</li> </ul> </li> <li>• Christina Read will be working on the Perkins application. <ul style="list-style-type: none"> <li>-If you are on this list please expect an email her or Connie Telles asking for core indicators and additional information for your project.</li> </ul> </li> <li>• The final budget will be available by last meeting of the year.</li> </ul>
<p><b>Attendees:</b></p>		<p>Claire Bailey, Kristin Lima, Kathleen Stanley, Bob Buell, Safiyyah Forbes, Christina Read, Connie Telles, Dave Vetrano, Morgan Butler, Matt Kritscher, Na Liu, Tess Weathers, Nathaniel Rice, Aaron Deetz, Abby Patton, Alice Hale, Lynn Klein, Emily Chan, Heather Hernandez, Susan Williams, Stacy Thompson, Simon Abramowitsch, Victoria Ugaki, Deonne Kunkel Wu, Patrick Mwamba, Jim Baum</p>

Upcoming Meetings: May 17, 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

