



Committee Name: Career Education Committee

Meeting Date: November 1, 2021

Meeting Chaired by: Kathleen Stanley via Zoom

Start time: 1:00 pm - End time: 2:30 pm

Minutes Prepared by: Claire Bailey

| Tri-Chair (3) | *Voting Members | | | | Visitors Present |
|--|--|--|---|---|---|
| <input checked="" type="checkbox"/> Christina Read | <input type="checkbox"/> Deonne Kunkel Wu, AMC | <input type="checkbox"/> Debbie Trigg, Counseling | <input checked="" type="checkbox"/> Bobby Nakamoto, Social Sci | <input checked="" type="checkbox"/> Shelley Rae Corpus, C. Senate | <input checked="" type="checkbox"/> Claire Bailey |
| <input checked="" type="checkbox"/> Kathleen Stanley | <input checked="" type="checkbox"/> Mumtaj Ismail, AMC | <input type="checkbox"/> Vacant, Counseling | <input checked="" type="checkbox"/> Alice Hale, Social Sci | <input type="checkbox"/> Lannibeth Calvillo, C. Senate | <input checked="" type="checkbox"/> Kurt Shadbolt |
| <input type="checkbox"/> Connie Telles | <input checked="" type="checkbox"/> Don Carlson, ATB | <input checked="" type="checkbox"/> Kevin Kramer, HKA | <input checked="" type="checkbox"/> Safiyyah Forbes, Sci Math | <input type="checkbox"/> Terra Lee, C. Senate | <input checked="" type="checkbox"/> Amelia Ngai |
| Ex Officio | <input checked="" type="checkbox"/> Jim Baum, ATB | <input checked="" type="checkbox"/> Nancy Cheung, HKA | <input checked="" type="checkbox"/> Dan Quigley, Tess Weathers, SciMath | <input checked="" type="checkbox"/> Na Liu, C. Senate | <input checked="" type="checkbox"/> Bob Buell |
| <input checked="" type="checkbox"/> Matthew Kritscher, VP Student Services | <input checked="" type="checkbox"/> Abigail Patton, APSS | <input type="checkbox"/> Jamal Cooks, LA | <input type="checkbox"/> Vacant, Special Progs | <input checked="" type="checkbox"/> Victoria Ugaki, C. Senate | |
| <input type="checkbox"/> Dale Wagoner, VP Administrative Services | <input type="checkbox"/> Vacant, APSS | <input checked="" type="checkbox"/> Simon Abramowitsch, LA | <input type="checkbox"/> Vacant, Special Progs | <input type="checkbox"/> Patrick Mwamba, C. Senate | |
| <input type="checkbox"/> Jamal Cooks, Interim VP Academic Services | <input checked="" type="checkbox"/> Emily Chan, SEIU | <input type="checkbox"/> Vacant, FA | <input type="checkbox"/> Stacy Harris, Student Senate | <input type="checkbox"/> Jordan Ross, Student Senate | |

| Agenda Item | Information/Discussion | Action |
|---|---|--------------------------------|
| 1. General Function 1.1 Welcome | Hello to Amelia Ngai, the new Instructional Assistant in Digital Media! | |
| 1.2 Approval of Minutes 10/18/2021 | Safiyyah Forbes motioned to approved the minutes. Kevin Kramer seconded the approval of minutes. 13/0/0 | Approval of Minutes 11/1/21 |
| 2. Presentations 2.1 Results of CE Funding Requests voting 2.2. Next Steps | The results of the CE Funding Requests were shared with the committee (see attachment). <ul style="list-style-type: none"> All requests except the two requests with the lowest votes (ATEC equipment and Fire equipment) will receive funding. These two requests may receive partial funding depending on the final grant awards. Christina will be determining what can be purchased out of SWF vs. Perkins. Some Strong Work Force (SWF) purchases can be accessed right now. Christina will contact faculty to confirm approved funds for projects. | |
| 3. Discussion/ Action Items 3.1 Perkins Equipment Update 3.1.2 Who has not submitted? | The status of 21-22 Perkins approved projects was shared with the committee (see attachment). <ul style="list-style-type: none"> The spreadsheet shows projects in progress, those with requisitions submitted, and those where no progress has begun. Deans should remind the Project Leads in their area to submit requisitions to Claire. Changes to Perkins plans must be approved by the state monitor. Let Christina know if you need to make any changes. | |

| | | |
|---|---|--|
| | <ul style="list-style-type: none"> • Purchase requisitions for Perkins as soon as possible so that budgets can be adjusted as needed. | |
| 4. Budget Updates 4.1 All Annual Maintenance/software expenses moved to fall | SWF funds a lot of annual expenses for many CE areas. <ul style="list-style-type: none"> • Work with your vendors to change your annual expenses to be due in the Fall (Oct/Nov). This will make it easier for budget planning. • If you need to pay 18 months to get it on the right pay cycle, there are extra funds now to make that change. | |
| 5. Good of the Order | Next Meeting: Nov 15, 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.

FINAL FACULTY PRIORITIZATION RANKING

| | PTS | FINAL RANK |
|--|-----|------------|
| MED ASSIST- Site visit cost for Accreditation- \$5,000 | 84 | 1 |
| Welding- Equipment- \$21,605 | 81 | 2 |
| FIRE- Accreditation/Services- \$10,000 | 80 | 3 |
| Ceramics- Equipment- Kiln- \$4,000 | 78 | 4 |
| Nursing- SimLab Staffing- \$35,300 | 77 | 5 |
| ADMJ- Coordination for Sheriff's Academy- \$19,400 | 73 | 6-Tie** |
| ECD- Student Assistants- \$19,600 | 73 | 6-Tie** |
| EMS- Tablets, Software & Supplies- \$10,300 | 71 | 8 |
| ECD- Faculty time for Pathway Maps- \$4,800 | 69 | 9 |
| Arts- Faculty Hour- Accreditation- \$27,576 | 68 | 10 |
| Business- DECA supplies- \$5,000 | 67 | 11-Tie** |
| EMS- PRC Software/Maintenance- \$26,500 | 67 | 11-Tie** |
| FIRE- Student Assistants/Pro Exp- \$5000 | 67 | 11-Tie** |
| Paralegal- Software- \$10,000 | 67 | 14* |
| MTT- Student Assistant- \$12,000 | 65 | 15 |
| ESYS- Equipment- \$43,000 | 63 | 16 |
| Business- Faculty Hourly- DECA Coordination- \$4,800 | 62 | 17 |
| ECD- ACCCPT Membership and Conference- \$4,800 | 60 | 18 |
| ATEC- Faculty Hourly - \$10,800 | 59 | 19-Tie** |
| Paralegal- Coordination- \$14,400 | 59 | 19-Tie** |
| FIRE- Small Equipment - \$20,000 | 58 | 21* |
| Advanced Manufacturing- Coordination- \$5,700 | 58 | 22* |
| Business-Software- \$5,280 | 57 | 23 |
| FIRE- Supplies for Fire- \$35,000 | 56 | 24 |
| FIRE- Faculty Hourly- Curriculum Updates- \$26,000 | 55 | 25 |
| ESYS- Faculty Hourly- \$1,6000 | 54 | 26* |
| FIRE- Supplies for Fire- \$20,000 | 54 | 27* |
| ATEC- Equipment- Cars- \$52,000 | 51 | 28 |
| MTT- Equipment- 51,000 | 49 | 29 |
| Business- Conferences for Faculty- \$20,000 | 47 | 30 |
| MTT- Marketing- \$10,000 | 42 | 31-Tie** |
| MTT- Conferences for Faculty- \$5,100 | 42 | 31-Tie** |
| ATEC- Equipment- Cars- \$219,500 | 42 | 33* |
| FIRE- Large Equipment- \$ 345,000 | 37 | 34 |

* - Initial total resulted in a tie, broken in the tiebreaker process

** - Initial total resulted in a tie, that remained a tie after the tiebreaker process

Perkins Purchases in Progress

| TOP Code | Dept | Acct | Approved Expense | Amount Approved | Actual Expense |
|----------|-------------------|------|-------------------------|-----------------|--|
| 095650 | Welding | 2xxx | Hourly for attending PD | \$ 2,200.00 | |
| 095650 | Welding | 3xxx | Benefits | \$ 440.00 | |
| 095650 | Welding | 4000 | Supplies | \$ 3,000.00 | |
| 095650 | Welding | 5000 | Conference/PD | \$ 4,600.00 | |
| 095650 | Welding | 6000 | Welding Equip | \$ 6,500.00 | |
| 124020 | Dental | 6000 | Equipment | \$ 50,000.00 | Needs \$73k submitted |
| 095630 | MTT | 5000 | Marketing | \$ 10,000.00 | |
| | | 6000 | Equipment | \$ 42,900.00 | submitted |
| 123010 | Nursing | 2000 | Skill Lab staff | \$ 16,000.00 | |
| 123010 | Nursing | 3000 | Benefits | \$ 3,200.00 | |
| 123010 | Nursing | 5000 | Conference | \$ 16,500.00 | |
| | | | | | Working on quotes because amount above Bid |
| 213300 | Fire | 6000 | Simulator | \$ 110,000.00 | |
| 020100 | Architecture | 6000 | Equipment | \$ 17,000.00 | Working on it |
| | | | Software | \$ 500.00 | |
| | | | Maintenance Contract | \$ 2,500.00 | |
| 092400 | Engineering | 6000 | Equipment | \$ 45,000.00 | submitted |
| 130500 | ECD | 5000 | Accreditation | \$ 2,000.00 | may be paid in march w/annual report |
| | ECD | 6000 | Equipment | \$ 23,422.00 | ana is putting together purchase info |
| 140200 | Paralegal | 5000 | Westlaw subscription | \$ 8,000.00 | waiting on quote |
| 100600 | Technical theater | 1000 | 2 CAH | \$ 4,400.00 | |
| | Technical theater | 3000 | Benes | \$ 880.00 | |
| | Technical theater | 4000 | Supplies | \$ 4,500.00 | |
| | Technical theater | 5000 | Professional Experts | \$ 20,000.00 | |
| 125000 | EMS | 2000 | Skill development staff | \$ 12,000.00 | |
| | | 3000 | Benes | \$ 2,400.00 | |
| 093400 | ESYS | 5000 | Robot maintenance | \$ 4,000.00 | |
| | | 6000 | FANUC A+ | \$ 43,500.00 | |
| 060400 | Radio/TV | 5000 | Consultant | \$ 5,000.00 | |
| | | 5000 | Online resources | \$ 3,500.00 | |
| | | 5000 | Adobe Suite | \$ 5,600.00 | |
| 060100 | Cross Program | 2000 | Manager | \$ 60,514.00 | |
| | | 3000 | Benes | \$ 36,032.00 | |
| | | 5000 | Professional Dev | \$ 35,000.00 | |
| | | 5000 | Marketing-Outreach | \$ 21,000.00 | |