



CTE Committee Meeting

Agenda

Dec 4th 2020

2:00 – 4:00 Zoom conference

Meeting URL: <https://cccconfer.zoom.us/j/96229304792?pwd=eFRqZk0vTUhmam44U2hlcjZBMjMyZz09>

Meeting ID: 962 2930 4792

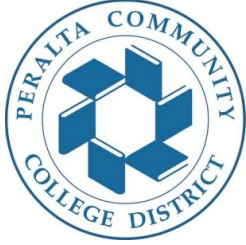
Passcode: 61506

Co-Chairs: Mary Clarke-Miller and Leslie Blackie

Regular Committee Members: Louis Quindlen, Jennifer Briffa, Carla Pegues, Karen Croley, Eva Denise Jennings, Jason Holloway, Peter Crabtree, Carmen Fairley, Lilian Pires, Barbara Des Roches, Marie Amboy

	Agenda	Discussion leaders	Follow up
2:00 – 2.05 pm	Welcome and Introductions Review of Zoom etiquette	Mary/Leslie	
2.05-2.45pm	Presentations from BCC and Merritt Highlighting programs and efforts on increasing visibility of colleges.	BCC Mary and Joya Merritt Gisele	
2.45- 3pm	SWP round 3 funds left to be spent – Local and regional update SWP round 4 funding local and regional and incentive funds – a.Update on spending b. Requests for unspent funds Perkins update – status quo – State still having issues	Constance Discussion ALL	
3.00-3.15	Merritt Resolution on CE Affiliation Contracts and MOU's	Jennifer Yates	
3:15-3:25	SWP – initial discussion on creating a District regional Proposal – Expanding past CVC OEI grant - Developing workshop week with instructional Designer to further develop CTE and hands on Lab classes for Hybrid/online learning – CTE liaison	Mary Leslie all discussion	

<p>3:25-4pm</p>	<p>project for Spring to solicit needs from all corners of CTE</p> <p>General Questions and Information</p> <p>Call for volunteers to test 9.2 rollout – email Antoine Mehouelley amehouelley@peralta.edu directly if interested</p> <p>Credit for Prior learning – Bob Nash is looking for faculty who are working on creating PLC opportunities “ I am currently serving on the CCCCO's Credit for Prior Learning Workgroup, which is working to increase the availability of CPL to all students in our system.</p> <p>With that in mind, we are looking for CTE faculty who may be involved in CPL work to participate on a webinar panel and/or a series of Brown Bag Lunch seminars this spring.</p> <p>Does your college offer CPL for CTE courses, either for military or civilian students? If so, I would like to speak with one or more the faculty members involved. (We are especially interested in CTE programs that offer CPL for pathways leading to industry licensing or credentialing.)” Email direct to bnash@cvc.edu</p> <p>Who is replacing Carmen on Grants management?</p> <p>CTE Labs F2F update – Spring-summer-Fall – standing item - discussion</p> <p>Job description for CTE Liaison has been sent to VPI’s and currently posted.</p> <p>Conferences for Spring? CCCAOE?</p> <p>Instructional Designer has there been any progress on hiring or how utilized across colleges?</p>	<p>Admin/VPIs/Deans/ All</p>	
<p>4:00</p>	<p>Adjourn – Next meeting Flex day January 21st</p>		



CTE Committee Meeting Minutes

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- I. Welcome and Introductions - Review of Zoom etiquette
- II. Presentations from BCC and Merritt Highlighting programs and efforts on increasing visibility of colleges.
 - a. Youth Apprenticeship 101 (MCM PP Presentation)
- III. SWP round 3 funds left to be spent – Local and regional updates
 - a. See Fiscal Summary sheets
 - b. Questions:
 - i. Payroll figures posted up to what date? Nov 30? Will confirm (L Pires)
 - ii. General comment - BACCC's large meeting for CEO/CIO's re: unexpended funds as a region. Concern re r4 funds spent in a year simultaneously as r5 funds. District-wide effort to spend? How to increase rate of spending? Worth having a discussion on
 1. reminder: r4 has FIFO, r5 won't
- IV. SWP round 4 funding local and regional and incentive funds –
 - a. Update on spending
 - b. Requests for unspent funds
- V. Perkins update – status quo – State still having issues
 - a. See VC Brown's report (emailed)
- VI. Merritt Resolution on CE Affiliation Contracts and MOU's
 - a. Keep issues "in house"
 - b. Questions/Comments:
 - i. Remove timeline?
 1. Answer: Language has only "efficient manner." Get feedback - what is reasonable?
 - a. A couple of weeks from beginning to end; no more than 1 month
 - b. 10 business days.
 - ii. So much turnover with certain District positions ("systems" are lacking/not in place) – keep working on building systems so new administrators can simply learn the systems when they arrive.
 - iii. Motion to approve the resolution as presented (MAmboy; 2nd BDesrochers):
 1. Yes - Unanimous

- VII. SWP – initial discussion on creating a District regional Proposal – Expanding past CVC OEI grant - Developing workshop week with instructional Designer to further develop CTE and hands-on Lab classes for Hybrid/online learning – CTE liaison project for Spring to solicit needs from all corners of CTE
 - a. Bring in a consultant to develop workshop series specifically towards CTE programs; each liaison would reach out to different department areas to discover gaps and how to address them. Conference focusing on CTE labs, classes needs and trying to improve the online experience.
 - b. Instructional Designer: No progress on hiring (see item XV)
 - c. Workshops: late May/early June in order to put classes in place for Fall.
 - d. Comments:
 - i. Instructional designers are a critical piece. If this is not in place, work cannot be accomplished.
 - e. Explore further on how to get Instructional Designers
- VIII. General Questions and Information
- IX. Call for volunteers to test 9.2 rollout – email Antoine Mehouelley: amehouelley@peralta.edu directly if interested
- X. Credit for Prior learning – Bob Nash is looking for faculty who are working on creating PLC opportunities “I am currently serving on the CCCCCO's Credit for Prior Learning Workgroup, which is working to increase the availability of CPL to all students in our system.
 - a. With that in mind, we are looking for CTE faculty who may be involved in CPL work to participate on a webinar panel and/or a series of Brown Bag Lunch seminars this spring.
 - b. Does your college offer CPL for CTE courses, either for military or civilian students? If so, I would like to speak with one or more the faculty members involved. (We are especially interested in CTE programs that offer CPL for pathways leading to industry licensing or credentialing.)” Email direct: bnash@cvc.edu
- XI. Who is replacing Carmen on Grants management?
 - a. Desperate Times!
 - b. She was very important and critical
 - c. Can a resolution be drafted by the CE Committee? Marie Amboy will craft, share with Chairs and VC Brown, and vote via e-mail
 - i. Vote that it will be written:
 - 1. Motion passes
- XII. CTE Labs F2F update – Spring-summer-Fall – standing item – discussion
 - a. Standing item to ensure discussion
 - b. Take a recommendation to VC Brown
- XIII. Job description for CTE Liaison has been sent to VPI’s and currently posted.
 - a. Should be moving forward for Spring
 - b. Start thinking! Who will lead the committee next?
 - i. Leslie and Mary agree to continue through Spring
 - ii. Important to have different people in place
 - iii. Encourage two individuals to step forward to be co-chair
- XIV. Conferences for Spring? CCCAOE?
- XV. Instructional Designer has there been any progress on hiring or how utilized across colleges?
- XVI. Adjourn – Next meeting Flex day January 21st

FISCAL SUMMARY BY ROUND AND LOCATION
 STRONG WORKFORCE-REGIONAL: PROJECT 0035

12/3/20

SUMMARY OF FUNDS: ROUND 1 (A/L: 00-18) - EXPIRES 12/31/18 (REVISED PER BACCC ALLOCATION WORKSHEET, 3/2020)	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
R1 FUNDING ALLOCATION: JUL 2016- DEC 2018	130,257.00	130,257.00	338,668.00	269,198.00	868,380.00	353,890.00	1,222,270.00
ADJUSTMENT TO R1 ALLOCATION PER BACCC MOU (RJV FUND)	-	(10,000.00)	30,000.00	-	20,000.00	-	20,000.00
R1 ADJUSTED ALLOCATIONS PER BACCC MOU	130,257.00	120,257.00	368,668.00	269,198.00	888,380.00	353,890.00	1,242,270.00
LESS: FY17 ROUND 1 EXPENDITURES	-	-	-	-	-	(184,197.24)	(184,197.24)
FY17 ROUND 1 ENDING AVAILABLE BALANCE/ROLLOVER TO FY18	130,257.00	120,257.00	368,668.00	269,198.00	888,380.00	169,692.76	1,058,072.76
LESS: FY18 ROUND 1 EXPENDITURES	(72,683.64)	(46,148.77)	(143,150.23)	(187,737.10)	(449,719.74)	(157,073.78)	(606,793.52)
FY 18 ENDING AVAILABLE BALANCE / ROLLOVER TO FY19	57,573.36	74,108.23	225,517.77	81,460.90	438,660.26	12,618.98	451,279.24
LESS: FY19 ROUND 1 EXPENDITURES	(23,146.56)	(74,222.23)	(206,483.38)	(87,057.20)	(390,909.37)	(19,606.30)	(410,515.67)
FY19 ROUND 1 AVAILABLE BALANCE / ROLLOVER TO FY20	34,426.80	(114.00)	19,034.39	(5,596.30)	47,750.89	(6,987.32)	40,763.57
LESS: FY20 ROUND 1 EXPENDITURES	(24,915.79)	-	-	(30,129.99)	(55,045.78)	(25,035.18)	(80,080.96)
FY20 ROUND 1 AVAILABLE BALANCE / ROLLOVER TO FY21	9,511.01	(114.00)	19,034.39	(35,726.29)	(7,294.89)	(32,022.50)	(39,317.39)
LESS: FY21 ROUND 1 EXPENDITURES	-	-	-	(22,912.42)	(22,912.42)	-	(22,912.42)
FY21 ROUND 1 AVAILABLE BALANCE TO DATE	9,511.01	(114.00)	19,034.39	(58,638.71)	(30,207.31)	(32,022.50)	(62,229.81)
% OF ROUND 1 FUNDS EXPENDED	92.70%	100.09%	94.84%	121.78%	103.40%	109.05%	105.01%
LESS: FY19 ROUND 1 ENCUMBRANCES	-	-	-	-	-	-	-
FY19 ROUND 1 AVAILABLE BALANCE (INC.ENCUMB.)	28,533.96	(341.00)	57,104.12	(153,002.49)	(67,708.48)	(96,066.41)	(163,775.96)
TOTAL ROUND 1 EXPENDITURES TO-DATE PLUS FY19 ENCUMBRANCES					(840,629.11)		(1,201,506.43)
% OF ROUND 1 FUNDS EXPENDED/ENCUMBERED	0.0%	0.0%	0.0%	0.0%	96.8%	0.0%	98.3%

SUMMARY OF FUNDS: ROUND 2 (A/L: 19) - EXPIRES 12/31/19 (PER REVISED BACCC ALLOCATION WORKSHEET, 3/2020)	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
R2 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2017- DEC 2019, REV. 3/2020	178,315.00	176,128.00	447,228.00	349,494.00	1,151,165.00	320,000.00	1,471,165.00
ADJUSTMENT TO R2 ALLOCATION PER BACCC MOU (RJV FUND)	12,225.00	5,000.00	-	-	17,225.00	-	17,225.00
R2 ADJUSTED ALLOCATIONS PER BACCC MOU	190,540.00	181,128.00	447,228.00	349,494.00	1,168,390.00	320,000.00	1,488,390.00
LESS: FY18 ROUND 2 EXPENDITURES	-	-	-	-	-	-	-
FY 18 ENDING AVAILABLE BALANCE / ROLLOVER TO FY19	190,540.00	181,128.00	447,228.00	349,494.00	1,168,390.00	320,000.00	1,488,390.00
LESS: FY19 ROUND 2 EXPENDITURES	(48,617.01)	(101,792.75)	(57,020.03)	(90,428.48)	(297,858.27)	(293,566.21)	(591,424.48)
FY19 ROUND 2 AVAILABLE BALANCE / ROLLOVER TO FY20	141,922.99	79,335.25	390,207.97	259,065.52	870,531.73	26,433.79	896,965.52
LESS: FY20 ROUND 2 EXPENDITURES	(182,743.38)	(79,076.16)	(373,435.12)	(166,955.93)	(802,210.59)	(41,596.25)	(843,806.84)
FY20 ROUND 2 AVAILABLE BALANCE/ ROLLOVER TO FY21	(40,820.39)	259.09	16,772.85	92,109.59	68,321.14	(15,162.46)	53,158.68
LESS: FY21 ROUND 2 EXPENDITURES	-	-	(5,659.37)	-	(5,659.37)	-	(5,659.37)
FY21 ROUND 2 AVAILABLE BALANCE	(40,820.39)	259.09	11,113.48	92,109.59	62,661.77	(15,162.46)	47,499.31
% OF ROUND 2 FUNDS EXPENDED	121.42%	99.86%	97.52%	73.64%	94.64%	104.74%	96.81%
LESS: FY19 ROUND 2 ENCUMBRANCES	-	-	(1,643.22)	(464.00)	(2,107.22)	(1,400.00)	(3,507.22)
FY19 ROUND 2 AVAILABLE BALANCE (INC.ENCUMB)	(122,459.96)	778.27	37,357.57	275,865.51	191,538.41	(46,886.33)	144,651.05
TOTAL ROUND 2 EXPENDITURES TO-DATE PLUS FY19 ENCUMBRANCES	(48,617.01)	(101,792.75)	(58,663.25)	(90,892.48)	(299,965.49)	(294,966.21)	(594,931.70)
% OF ROUND 2 FUNDS EXPENDED/ENCUMBERED	27.3%	57.8%	13.1%	26.0%	26.1%	92.2%	40.4%

ENCUMBRANCES

PRE-ENCUMBRANCES

TOTAL EXPENSES/ENCUMBRANCES/PRE-ENCUMBRANCES

(231,360.39)

(180,868.91)

(430,455.15)

(257,384.41)

(1,100,068.86)

(335,162.46)

(1,435,231.32)

SUMMARY OF FUNDS: ROUND 3 (A/L: 20) - EXPIRES 12/31/20 (REVISED PER BACCC ALLOCATION WORKSHEET, 3/2020)	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
R3 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2018-DEC 2020, REV. 3/2020	175,146.00	149,145.00	431,060.00	351,066.00	1,106,417.00	365,000.00	1,471,417.00
ADJUSTMENT TO R3 ALLOCATION PER BACCC MOU (RJV FUND)	-	10,000.00	-	5,000.00	15,000.00	-	15,000.00
R3 ADJUSTED ALLOCATIONS PER BACCC MOU	175,146.00	159,145.00	431,060.00	356,066.00	1,121,417.00	365,000.00	1,486,417.00
LESS: FY19 ROUND 3 EXPENDITURES	-	-	-	-	-	(6,016.00)	(6,016.00)
FY19 ROUND 3 AVAILABLE BALANCE / ROLLOVER TO FY20	175,146.00	159,145.00	431,060.00	356,066.00	1,121,417.00	358,984.00	1,480,401.00
LESS: FY20 ROUND 3 EXPENDITURES	(17,062.44)	(54,272.81)	(244,524.72)	(107,386.16)	(423,246.13)	(232,183.85)	(655,429.98)
FY20 ROUND 3 AVAILABLE BALANCE / ROLLOVER TO FY21	158,083.56	104,872.19	186,535.28	248,679.84	698,170.87	126,800.15	824,971.02
LESS: FY21 ROUND 3 EXPENDITURES	-	(4,824.90)	(569.91)	-	(5,394.81)	(22,201.54)	(27,596.35)
FY21 ROUND 3 AVAILABLE BALANCE	158,083.56	100,047.29	185,965.37	248,679.84	692,776.06	104,598.61	797,374.67
% OF ROUND 3 FUNDS EXPENDED	9.74%	37.13%	56.86%	30.16%	38.22%	71.34%	46.36%
ENCUMBRANCES	-	-	(11,932.00)	(30,580.00)	(42,512.00)	-	(42,512.00)
PRE-ENCUMBRANCES	(110,204.00)	(64,762.00)	(58,350.00)	(21,630.00)	(254,946.00)	-	(254,946.00)
TOTAL EXPENSES/ENCUMBRANCES/PRE-ENCUMBRANCES	(127,266.44)	(119,034.81)	(314,806.72)	(159,596.16)	(720,704.13)	(238,199.85)	(958,903.98)
% OF ROUND 3 FUNDS EXPENDED/ENCUMBERED/PRE-ENCUMBERED	72.66%	79.81%	73.03%	45.46%	65.14%	65.26%	65.17%

SUMMARY OF FUNDS: ROUND 4 (A/L: 21) - EXPIRES 12/31/21 (PER BACCC ALLOCATION PER MOU (CABRILLO/PCCD))	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
R4 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2019-DEC 2021	132,484.00	105,497.00	341,806.00	307,034.00	886,821.00	364,999.00	1,251,820.00
LESS: FY20 ROUND 4 EXPENDITURES	-	-	-	-	-	-	-
FY20 ROUND 4 AVAILABLE BALANCE / ROLLOVER TO FY21	132,484.00	105,497.00	341,806.00	307,034.00	886,821.00	364,999.00	1,251,820.00
LESS: FY21 ROUND 4 EXPENDITURES TO-DATE	-	-	(50,353.88)	(8,738.98)	(59,092.86)	(55,049.11)	(114,141.97)
FY21 ROUND 4 AVAILABLE BALANCE TO-DATE	132,484.00	105,497.00	291,452.12	298,295.02	827,728.14	309,949.89	1,137,678.03
% OF ROUND 4 FUNDS EXPENDED	0.00%	0.00%	14.73%	2.85%	6.66%	15.08%	9.12%
ENCUMBRANCES	(1,055.00)	(7,048.00)	(59,040.00)	(12,804.00)	(79,947.00)	(63,781.00)	(143,728.00)
PRE-ENCUMBRANCES	(82,104.00)	-	(6,800.00)	(5,000.00)	(93,904.00)	-	(93,904.00)
TOTAL EXPENSES/ENCUMBRANCES/PRE-ENCUMBRANCES	(83,159.00)	(7,048.00)	(65,840.00)	(17,804.00)	(173,851.00)	(63,781.00)	(237,632.00)
% OF ROUND 4 FUNDS EXPENDED/ENCUMBERED/PRE-ENCUMBERED	0.00%	0.00%	14.73%	2.85%	6.66%	15.08%	9.12%

SUMMARY OF FUNDS: ROUND 5 (A/L: 22) - EXPIRES 6/30/22 (PER BACCC ALLOCATION PER MOU (CABRILLO/PCCD))	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
R5 BASE/INCENTIVE FUNDING ALLOCATION: JUL 2020-JUN 2020	-	-	-	-	-	-	-
LESS: FY21 ROUND 5 EXPENDITURES TO-DATE	-	-	-	-	-	-	-
FY21 ROUND 5 AVAILABLE BALANCE TO-DATE	-	-	-	-	-	-	-
% OF ROUND 5 FUNDS EXPENDED	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

SUMMARY OF FISCAL ACTIVITY ALL ROUNDS	COA Location 2	BCC Location 8	LANEY Location 5	MERRITT Location 6	COLLEGE TOTALS	DISTRICT Location 1	TOTAL COLLEGE/DISTRICT EXPENDITURES
TOTAL FUNDING ALLOCATIONS (ROUNDS 1-4)	628,427.00	566,027.00	1,588,762.00	1,281,792.00	4,065,008.00	1,403,889.00	5,468,897.00
LESS: ROUND 1 (A/L: 00-18) TOTAL EXPENDITURES TO-DATE	(120,745.99)	(120,371.00)	(349,633.61)	(327,836.71)	(918,587.31)	(385,912.50)	(1,304,499.81)
LESS: ROUND 2 (A/L: 19) TOTAL EXPENDITURES TO-DATE	(231,360.39)	(180,868.91)	(436,114.52)	(257,384.41)	(1,105,728.23)	(335,162.46)	(1,440,890.69)

LESS: ROUND 3 (A/L: 20) TOTAL EXPENDITURES TO-DATE	(17,062.44)	(59,097.71)	(245,094.63)	(107,386.16)	(428,640.94)	(260,401.39)	(689,042.33)
LESS: ROUND 4 (A/L: 21) TOTAL EXPENDITURES TO-DATE	-	-	(50,353.88)	(8,738.98)	(59,092.86)	(55,049.11)	(114,141.97)
LESS: ROUND 5 (A/L: 22) TOTAL EXPENDITURES TO-DATE	-	-	-	-	-	-	-
TOTAL UNEXPENDED FUNDS TO-DATE (ROUNDS 1-4)	259,258.18	205,689.38	507,565.36	580,445.74	1,552,958.66	367,363.54	1,920,322.20
% OF FUNDS ALLOCATION SPENT, ROUND 1	92.70%	100.09%	94.84%	121.78%	103.40%	109.05%	105.01%
% OF FUNDS ALLOCATION SPENT, ROUND 2	121.42%	99.86%	97.52%	73.64%	94.64%	104.74%	96.81%
% OF FUNDS ALLOCATION SPENT, ROUND 3	9.74%	37.13%	56.86%	30.16%	38.22%	71.34%	46.36%
% OF FUNDS ALOOCATION SPENT, ROUND 4	0.00%	0.00%	14.73%	2.85%	6.66%	15.08%	9.12%

