

**PORTERVILLE COLLEGE
COLLEGE COUNCIL**

3:00 PM – 5:00 PM • Monday, April 2, 2018 • AC107

Co-Chairs: Arlitha Williams-Harmon, Robert Simpkins, Vern Butler

MINUTES

Present:

Sam Aunai, Kim Behrens, Tim Brown, Vern Butler, Joe Cascio, Erin Cruz, Chris Ebert, Lupe Guillen, Lisa Hall, Stewart Hathaway, Bill Henry, Jeff Keele, Kailani Knutson, Stephanie Olmedo-Hinde, Catherine Osborne, Jay Navarrette, Maria Roman, Robert Simpkins, Diane Thompson, James Thompson, Anne VanDerHorst, Ann Marie Wagstaff, Joel Wiens, Arlitha Williams-Harmon and John Word

Absent:

ASPC Vice-President, Michael Carley, Terry Crewse, Vickie Dugan and Jay Hargis

Guest:

Elmer Aguilar, Reagen Dozier, Alex Schultz and Tamara Smee

I. Call to Order

Mr. Simpkins called the meeting to order at 3:03pm.

II. Adoption of Agenda

Motion made to approve the April 2, 2018 agenda.

M/S/C: Tim Brown/Lupe Guillen

III. Approval of Minutes

Motion made to approve the minutes from March 19, 2018.

M/S/C: Tim Brown/Joe Cascio

IV. Information/Announcement Items

A. CTE ADMJ 2 Year Program Review – Tim Brown

EMSI data indicates a projected growth of police and sheriff's patrol officer positions within the four-county region (Kern, Inyo, Tulare and Mono) by 1.6% 2014-2018.

The Administration of Justice program at Porterville College does not represent unnecessary duplication of other programs in the area. The employment goal was met with an 80.95%, which is 0.6% above the negotiated State and District level.

The Administration of Justice program has issued 108 degrees and 53 certificates over the past two years.

Pdf emailed to committee.

B. CTE AGRI 2 Year Program Review – Tim Brown

The Employment Development department of the Labor Market Information Division data projects growth, for Tulare County between 2014-2024, in all agricultural production sectors, agribusiness and financial operations occupations. Per the Bureau of Labor and Statistics, management occupations expected to grow approximately 9% nationally during 2016-2026.

The AST Agribusiness program does not represent unnecessary duplication of other programs in the immediate area. The goals met and superseded in employment, participation and completion (2015-2016 CCCCCO MIS).

Pdf emailed to committee.

C. CTE BSAD 2 Year Program Review – Tim Brown

The employment Development Department of the Labor Market Information Division data project growth, for Tulare County between 2014-2024, in all management occupations, business and financial operations occupations, human resource specialists, logisticians, office and administrative support occupations and accountants. Per the Bureau of Labor and Statistics, management occupations expected to grow 9%, human resource specialists and logisticians 7%, and accountants 10% nationally during 2016-2026.

The BSAD program does not represent unnecessary duplication of other programs in the area. The goals met and superseded in employment, participation and completion (2015-2016, CCCCCO MIS). Business Education has issued 17 Associate Degrees and 66 transferable Associate Degrees over the past two years, 2015-2017.

Pdf emailed to committee.

D. CTE FIRE 2 Year Program Review – Tim Brown

EMSI data indicates that firefighter, fire inspector, and fire investigator occupations projected to grow within the four-county region by 5% from 2014-2024. Data indicates that these careers are still in high demand.

The Fire Technology program does not represent unnecessary duplication of the programs offered in the above areas because of the distance and lack of any public transportation. The employment goal was met based on the most recent data available (2015-2016, CCCCCO MIS). The Fire Technology program satisfies a high community need for training of fire fighters and fire personnel.

Pdf emailed to committee.

E. CTE INDT 2 Year Program Review – Tim Brown

EMSI data shows that during 2014-2017 manufacturing and industrial technology occupations grew by 3.8% within the four-county region. Installation, maintenance, and repair occupations specifically expect a projected five-year growth regionally of 13.1% and 4.4% nationally.

The Industrial Technology program satisfies a high community need for training of technicians and mechanics. Other similar programs are too far away for our students to attend.

Pdf emailed to committee.

F. CTE INFS 2 Year Program Review – Tim Brown

EMSI data indicates that top executive occupations projected a slight decrease within the four-county region by 5% from 2015-2018, however; this is in contrast to the national growth of 2.3%. While demand has decreased slightly, earnings are rising and graduation rates are trending upward.

Employment goal: The INFS program has achieved 67% employment, which is just below the 68% district goal. The program has increased its number of awards by

216% since 2012-13. This, in spite of the inability to hire qualified adjunct professors. The number of sections has decreased 27% in the last five years due to this drought in available adjunct instructors. The recent program overhaul will change the enrollment dynamics in upcoming semesters. The popularity of the program has grown in the last two years since this change.

PDF emailed to committee.

G. CTE CHDV 2 Year Program Review – Tim Brown

Bureau of Labor Statistics data indicates childcare worker occupations are projected to grow 6.9% while preschool teachers are projected to grow by 10.5%.

The employment goal was not met based on the most recent data available (2015-2016 CCCCO MIS). Child Development has been traditionally a field, which women have entered into. Recently more men are finding satisfaction in working in this field with an increase of 39% college wide.

H. Guided Pathways – Kailani Knutson

Director Cruz and Dean Knutson explained Guided Pathways as a plan to help students entering college successfully complete and find jobs with the support of student services, instruction and faculty. Guided Pathways is based off four pillars:

- Clarify the path
- Students enter the path
- Stay on path
- Ensure the path

There are fourteen key elements to Guided Pathways. Over a five year span PC will address the fourteen key elements. The Chancellors office will give the college money each year to address the key elements. Out of the fourteen key elements, PC will address six within the first eighteen months:

- Cross Functional Inquiry – a collective group will examine data and discuss strategies to improve student success. The outcome will be to train faculty data coaches, identify gaps, and participate in ICAT.
- Integrated Planning – to utilize the Guided Pathways framework as an overarching structure for the college's main planning and resource allocation processes, leveraging existing initiatives and programs.
- Guided Major and Career Exploration – PC faculty and counselors will work together to develop a one year freshman experience to aid the student in deciding on a career path.
- Clear Program Requirements – create predictable schedules and applicable course sequencing so that students can make educated choices on course schedules over an extended period.
- Proactive and Integrated Student Support – PC will implement completion teams for each division (one faculty advisor, on counselor, one educational advisor, on faculty data coach, one peer advisor, and financial aid and admissions and records staff as needed).

- Strategic Professional Development – PC will send teams to visit other colleges that have effectively implemented Guided Pathways practices, while continuing to participate in IEPI, RP Group, ATD and CCCCCO workshops. *Discussion ensued.*

Received an extension to submit work plan. Please submit feedback to Dean Knutson by 5pm Wednesday, 4/4/18.

Pdf emailed to committee.

V. Discussion/Action Items

A. SEC Membership and Charge – Kailani Knutson (Discussion)

SEC made a few changes to committee charge and membership.

“Motion to adopt the new SEC membership and charge.”

M/S/C: Ann Marie Wagstaff/James Thompson

Pdf emailed to committee.

VI. Subcommittee Reports

A. Budget Committee

- Meets Friday and will continue to review budget submissions.

B. Strategic Planning Committee

- No report

C. Enrollment Management Committee

- No report

D. Success & Equity

- Meets tomorrow

E. Grant Oversight/Grant Progress Reports Committee

- No report

F. Facility Planning Advisory Committee

- Working on Facilities Master Plan. A survey has been sent out for input, please complete.
- Evacuation drill April 9th.

G. Information Technology Committee

- Discussed reorganization of IT department, new computer purchase for FA lab and new copy machine, DRC accessibility, and restructure of portal.
- District-wide IT Committee will meet in May discuss the portal structure

H. Title IX Advisory/Safety and Security Committee

- April 3rd from 6-7pm in Commons A will hold a Distracted Driver Presentation.
- April 4th a vehicle involved in a DUI accident where a girl from Exeter lost her life will be in the quad.

I. Marketing & Outreach Committee

- ½ page ad went out in the paper on the Elevator Pitch Competition coming up April 24th. The submission deadline extended to April 12th.

- Pathway to UC Santa Barbara, UC Riverside and UC Merced, will be on campus this Thursday with a UC admissions presentation in SCCR.
- Priority registration opens Wednesday.
- Job Fair May 2nd.
- PC Connection April 16 and 17th from 4-7:30pm
- Iris Festival April 28th 9-5pm
- CTE is hosting PC Preview Night and open house April 12th

VII. Other Reports

A. President

- Admin and extended Admin discussed yearly events. M&O overloaded with event requests; Mr. Henry asked that before planning an event, especially in the spring, look at the event calendar (Carol Brown).
- All classrooms have new carpet. Spread the word that there is no food/drink in any classroom or computer labs on campus.
- The new Vice President of Student Services will start April 18th.

B. Accreditation

- Accreditation Report draft sent out; please submit corrections to Sam Aunai.
- Final draft is due to Board end of April

C. Academic Senate

- No report

D. CCA

- Nomination deadline end of April. Looking to replace CCA representative and Chair.
- Negotiations continue
- MOUs on ballot for vote in May.

E. CSEA

- Informational meeting held this week regarding MOUs, increasing part time positions to full time.

F. ASPC

- Officers will be out at PC connection
- Planning grad luncheon
- Chili cook off ran by the VRC students, held in SCCR, next Wednesday, April 11th. Please sign up.

G. Other

VIII. Future Agenda Items

A. CC Structure & Membership – Co-chairs (review/update specific task, etc.)

B. Student Complaint

C. AB705 (Implementation of English Guidelines)

IX. Adjournment

Meeting adjourned at 4:39p.m.