

PCCD Career Education Committee Agenda

Friday, March 7th, 2025

HyFlex Meeting: PCCD DGS Room & Zoom: <https://peralta-edu.zoom.us/j/86528813678>

Committee Membership:

Kellie Nadler, District Dean, Tri-Chair	(Vacant) Merritt College, Classified
Mary Clarke-Miller, BCC, CE Liaison, Tri-Chair	Karen Croley, BCC, Classified
Raya Zion, Classified, Tri-Chair	Donna Jones, CoA, Classified
Chris Lewis, BCC, Interim VPI	Fang Huang, Classified
Eva Jennings, CoA, Interim VPI	(Vacant) Classified (non-voting)
Becky Opsata, Laney VPI	Feather Ives, Merritt, CE Liaison
Lisa Cook, Merritt, VPI	Barbara DesRochers, BCC, CE Liaison
Monica Ambalal, Merritt, CE Dean	Carla Pegues, CoA, CE Liaison
Chris Lewis BCC, Dean	Eleni Gastis, Laney, CE Liaison
William Ochoa, CoA, Interim CE Dean	Karl Seelbach, Laney, CE Liaison
Ally Tomas, Laney, Dean	(Vacant) Student Representatives
Dave Vigo, PCCD, Finance	Constance Koo, Classified (non-voting)

Standing Items

1. CALL TO ORDER
2. ADOPTION OF THE AGENDA
3. ADOPTION OF THE MINUTES
4. PUBLIC COMMENT/ ANNOUNCEMENTS

Item/Description	Presenter
College and district report outs	CE Liaisons/Deans
SWP Report – funds overview, R8 deadline, and purchasing	Dave Vigo /Kellie Nadler
College presentation	Merritt College

Adding a student representative to the committee	Kellie Nadler
Chair updates: CPL, grant redistribution workgroup, cross-college collaboration, Dear Colleague letter, conferences	Chairs
Strategizing to keep CE strong amidst reductions	Group Discussion

PCCD Career Education Committee Minutes

Friday, March 7, 2025

HyFlex Meeting: PCCD Board Room & Zoom

- I. Call to Order at 2:04p
 - a. Adoption of Agenda
 - b. Adoption of February meeting minutes
 - i. update/edit Kyla Oh's name
- II. Public Comments/Announcements
 - a. Master contract issues – what to enter in statements of work (for a CE event/bus loop)? No clear direction/very confusing. Nothing is written down/no training in writing. A purchasing question or for Brandi/District Legal (Dave will assist).
 - b. Any issues with hazardous waste pickup? Carla has had no pickup for a year
 - i. Laney just had a successful pickup – contact Carrie Burdick
- III. College Report-Outs
 - a. COA
 - i. A lot more requests for tours; a lot more tours and exposure
 1. Suggestion: use QR code that goes to Google form for follow up?
 - b. BCC
 - i. When writing reports/changing grants – what is the latest on Pell grants and Department of Education FAFSA?
 1. Just carry on per usual until further direction is given
 - c. Laney College
 - i. African American male achievement program from OUSD

- ii. 4 industry members came to speak about careers
 - iii. International Women's Day focusing on female entrepreneurs in the technical field
 - iv. Also getting a lot of tour requests, organized via Google spreadsheet
 - 1. Needs a data tracking system to see which students enroll after
 - 2. Is rethinking how Laney does tours/revamping
 - 3. Are tours worth it?
 - d. MC – focusing on major spend-down
 - i. Women in law enforcement day
 - ii. Did develop a QR code for tracking if anyone is interested in knowing about it
- IV. SWP Report – Funds Overview, R8 deadline, and purchasing
- a. See Dave's report – includes actual expenditures
 - b. Can create a query
 - c. NOVA reporting – cleaning up
 - i. All of R6 cleared up & R7 items almost cleared up
 - d. Perkins – no particular updates
 - i. Indirect costs – will share more specifics on how these will work (Dave working on getting something in writing)
 - ii. Current projects ongoing and time sensitive – will need this
 - 1. Send Dave email
- V. College Presentation: Landscape Horticulture at Merritt
- a. Not-for-credit, fee-based classes
 - b. Create instructor agreements (not contracts)
 - c. Formula for payment is determined by scanned document
 - i. Elevate to Dr. Vasconcellos

- ii. Not in catalogue, but it's in Curriquet. It's paid by stipend. It's an actual instructional assignment.
- iii. Is consistency needed? There is none. Based on tradition.
- iv. Fee-based financial flow diagram up
- v. Use Paypal account or checks

VI. Adding a student representative to the committee

- a. Chancellor reached out to student trustees

VII. Chair updates: CPL, grant redistribution workgroup, cross-college collaboration, Dear Colleague letter, conferences, Collaborative bachelor's degree

a. CPL

- i. Karl – new district-wide faculty lead happy to follow up more with anyone
- ii. Started meeting with the map initiative. 2 map meetings coming up. Trying to get industry certification programs, trying to lop in veterans resource center leads and counselors. BACCC is also interested in a RJV.
- iii. Form and process still getting ironed out

b. Conferences CCCAOE; participants:

- i. Mary, Kellie, Feather, Marie
- ii. District funding is not available

c. Grant redistribution workgroup

- i. Created standard operating procedure. Working on a process. A very productive meeting

d. Cross-college collaboration

- i. Should consolidate workforce and community engagement part because manpower is shrinking
- ii. District-wide open house? Report-out on conferences? Spreadsheet of conference calendar?

- iii. Concern with consolidating – how is it actually going to work? Staffing issues? Popup options (like with bookstore)?
- iv. Layoff list – duplicating services position for 3 campuses – where does one go for a project
 - 1. At Merritt – seen an incredible decline in production requests since pandemic; encouraging self-production
- e. Dear-Colleague letter
 - i. Department of education letter
 - ii. No directive yet on making any changes to current practice
 - iii. Updates will be made if available on how to fill out a federal grant
 - iv. A lot of chaos; prepare cautiously is the overall message – prepare for funds to be pulled back

VIII. Strategizing to keep CE strong amidst reductions – CE Course reductions

- a. Met with the chancellor, felt supported as CTE
- b. Faculty should be part of the process of allocation
- c. Concern - students are never consulted/are left out on plans for change
 - i. Low participating in surveys for students
 - ii. CE-centric
- d. Continually hounding students to help PCCD – percentage of students who don't know about the paperwork
 - i. Impacts SWP awarding of incentive money
 - ii. Biggest competitors are employers
- e. If student is missing just 1 class – is there a way to track this?

IX. Adjourned

- a. Next meeting: April 18th, 11-1pm