



Taft College Career Technical Education (CTE) Committee MINUTES

Tuesday, May 16th, 2023
Taft College
29 Cougar Court, Taft CA 93268

12:10PM TO 1:00PM
Counseling Conference Room

*The CTE Committee may take action on any discussion item identified on the agenda.

Call to Order

12:12 p.m.

Public Commentary

None

Attendance

Members Present: Darcy Bogle, Devin Daugherty, Chris Flachmann, Vicki Jacobi, Kristi Richards, Becky Roth

Guest: Candace Duron, Sharyn Eveland, Kelly Ward

Approval of the Minutes

1. Approval of April 11th, 2023 Minutes (3 minutes)

ACTION

Motion to approve the minutes: Vicki Jacobi
Second: Chris Flachmann
Motion passed.

Welcome

The committee welcomed Devin, and he shared his background, education, and experience.

Information Items

None

Updates

None

New Business

2. Potential Programs

DISC/ACTION

- Legal Studies and/or Pre Law (AA)
- Paralegal Studies (AA & Cert)
- Law Office Clerical Assist (Cert)
- Medical Assisting (AS & Certs)

Sharyn presented the legal/law information, on behalf of Dr. Reginald Clemons. Part of Dr. Clemons' assignment this semester was to research the potential of legal/law programs and what that would mean to TC. Conversations started with Cal-LAW, but it was required to have an AA-T in Law, Public Policy, and Society; TC didn't have the degree at the time, so the Cal-LAW application was denied. Dr. Clemons then started looking at what recommended courses might give students priority to some law schools.

Fast forward, TC now has an approved AA-T in Law, Public Policy, and Society degree. TC may apply for Cal-LAW again, and May 31, 2023 is the deadline. During this process, TC discovered there are some other programs, provided above, that may be of interest as well. A labor market analysis, prepared by Central Valley/Mother Load Center of Excellence in April 2023, reported there is a shortage of 160 workers in the SCV/SML subregion and a shortage of 308 workers in the CVML region for Paralegal Studies occupations.

To be certified and credentialed, ABA accreditation is required. TC explored if we had existing courses that align with ABA requirements. From that, TC came up with pre-law, paralegal, and law office clerical assistant certificate since no new courses would be needed for these options.

Sharyn said industry is thrilled and has an interest; good people are needed.

Tina Mendoza, Bill Devine, and Adam Bledsoe are possible division chairs that will be involved based upon the coursework that makes up the curriculum.

A motion was made by Vicki Jacobi and seconded by Kristi Richards recommending the development of an advisory committee to review the proposed degrees/certificates presented by Sharyn and to continue to follow the curriculum process in coordination with appropriate division chairs. Motion passed.

Kelly Ward also shared her research on an assignment she has been working on this semester related to Medical Assisting curriculum and programs. The curriculum/course list provided can apply to multiple health careers. The curriculum was modeled off Cerro Coso and Monterey Peninsula. Cerro Coso was determined to have the best programs to meet guidelines for most of the agencies to get the job. It was advised to work on accreditation last, and curriculum first. Kelly is currently working on putting together an Administrative Medical Assisting Certificate and a Clinical Medical Assisting Certificate, or a combined cert where a student can earn both, and an AS in Medical Assisting as well. This curriculum can also be used as a steppingstone into nursing.

Other

(Items of general interest relevant to the committee; no action)

The committee briefly discussed why/how some CTE curriculum/program development is funded, and others are not. For example, the potential programs discussed today under new business have funding support, whereas other programs, such as EHS, that were brought forth to the committee earlier in the year did not. Becky shared there has been an interest in speech therapy, but who would do the work to develop the program is an issue. The committee discussed reviewing the union contract more next year, specifically the development of programs versus courses, potential workload issues focusing on the quality and equity of CTE, and necessary curriculum, programs, and resources thereof. Addressing such topics and requesting the union to review, in combination with the Academic Senate, might be appropriate.

Announcements

None

Adjournment

1:06 p.m.

Motion to adjourn: Devin Daugherty

Second: Chris Flachmann