

Business, Design, and Workforce Division Meeting – Friday, December 8, 2017
Meeting Minutes

3/6/2018

10:00 – 12:00 p.m.

Building 13, Room 116

Present: Jonathan Wax, Lale Yurtseven, Anne Nicholls, Melinda Day, Candice Nance, Peggy P., Hyla Lacefield, Alex Kramer, Patty Hall, Leonor Cabrera, Ritu M., Jamie Hui, Brian Bennett, Paul Naas, Daryan Chan, Mallory Stevens, Dick Clark

Next meeting: End of semester

1. Lale Yurtseven

- a. Lale is leaving for CSM
- b. Professional Learning Committee Needs a Rep.
- c. Technology Committee Needs a Rep.
- d. The Business Club Needs an Advisor

2. Enrollments – Leonor Cabrera

- a. 500 Load Efficiency is coming down from the District
- b. MART Department asks what the District is doing to help us get to the 500 FTF Efficiency
- c. MART Suggests this question be asked to the Board
- d. Dick Clark shared the Skyline Experience with this: “The District Allocation Model FTFs to allocate funds to each of the colleges.”
 - i. Historically always a problem for the District
 - ii. Went to Elementary Schools in the past
- e. Upward Bound Coordinator: Needs to boost concurrent enrollment
- f. Question: Will enrollment authority stay with the Dean, or will it go back to the VPI?
- g. Career Education at Jr. High Level – Conversations are happening.
- h. Middle College Kids – Push of them taking Career Education courses
- i. Discussion on Summer Courses to get more high school students
- j. Pushing 15 units rather than 12 would help us out. Daryan says they try to push it when they can.

3. Strong Workforce– Alex Kramer

- a. Applications have been submitted, there is around 5-6k left to be spent
- b. End of March is due date
- c. Teacher Pipeline for EHD is going forward
- d. Still time for adding to your program

4. Facebook Ads – Jonathan Wax

- a. Went over report on how efforts for Spring 2018

- b. E-mailed faculty the form

5. Business Hub - Leonor

- a. The work continues
- b. This summer 213-215-217-214 will all be offline all summer while the Hub is being built
- c. We need to address the software for our summer classes. We need to make sure the learning center has the software.
- d. Description of Business Hub as a resource for students

6. Hiring – Dean of PRIE

- a. The Hiring Committee – Hyla has asked to be on it.
- b. Hyla encourages people to come to PBC to find out more about this role and be involved in the conversation about the need of the role.

7. Construction

- a. Building 23 is starting construction
- b. Building 1 Construction is continuing
- c. Circle Drive is going away, for more constructions questions ask Karen P.
- d. Building 9 is having construction done over the summer
- e. Third floor of Building 13 is still having leaking issues
- f. Building 13: 2021 Goal – Melissa M.
- g. Modernization issues will be what gets done when Building 13 gets addressed.
- h. Requesting on signage: Make a request to Leonor for temp. adjustments
- i. Michelle - There will be a campus update on signage after Building 23 and 1 go up.

8. Jamillah Moore -

- a. Request on Feedback for interviewees
- b. MART addressed the concerns from earlier

9. Course Substitutions

- a. CBOT - Standing Course Substitutions
 - i. Requesting a standing course substitution
- b. BWI Course Evaluation
- c. Please send all course substitutions to Daryan Chan in advance if there are some courses that always need to be adjusted for our students

10. Connect to College – Mallory Stevens

- a. It will be on 4/26
- b. Quick Presentations on different departments
- c. Please refer students for a panel
- d. Looking for support at the event
- e. Devin Lars will be presenting again

11. Department Updates

- a. MART:
 - i. Cannes student fundraiser is still ongoing
 - ii. Request for the link to be sent out again

- iii. Dreamworks Guest Speaker is coming up
- iv. Student Art Show at the end of the semester
- v. \$20000 donation coming to the department
- b. EHD:
 - i. Little Library is coming to campus
- c. INTD:
 - i. Interior Design Show on Monday: 10am – 1pm
- d. MEDA:
 - i. Externship Site Visits.
 - ii. Simulations lab is coming
- e. Upward Bound
 - i. Career Education Courses are being pushed to these students
 - ii. Saturdays in May are open for guest presenters
 - iii. Students will be at Connect to College

12. Academic Senate

- a. Discussion of Dean Positions, PRIE Dean hiring is next
- b. HR coming to the next meeting to discuss district opinions