

## **CAREER TECHNICAL & EXTENDED EDUCATION DIVISION MEETING**

**April 6, 2010  
2:30 – 4:30 p.m.**

### **ATTENDEES:**

Debbie Allen, Kevin Barrett, Steve Bertram, Nancy Galli, Janet Hoffman, Bruce McDonough, Tom Medel, Jamie Moss, Wilma Owens, Mollie Smith and Debi Workman.

### **TECHNOLOGY MASTER PLAN:**

Don Sullins conducted an interview with CTEE faculty and staff related to the Technology Master Plan 2016. The Technology Plan is focused on computer hardware and software, telecommunications, audiovisual solutions and other related processes and services for Palomar College. The purpose of the interview was to identify technology needs within the District.

### **ASSOCIATED FEES:**

When students register for Summer 2010 classes, they will see a link from the Bookstore which will give the cost of the textbooks for that class. Due to a new consumer reporting law, we're also required to list other fees associated with classes effective with Spring 2011. The logistics of how that information is going to be reported has not been finalized.

### **GRADUATION:**

Chairs/Directors were asked to encourage their students to attend the graduation ceremony. While noting that several areas hold their own ceremonies, Wilma asked that students be encouraged to attend the larger graduation. She also asked chairs/directors to encourage their faculty to attend, noting that the PFF contract does state that faculty is required to be present at graduation.

### **SLOs:**

Wilma asked that everyone continue to work on their SLOs, noting that a large number were put into Curricunet in preparation for the Accreditation visit on May 5.

### **CURRICULUM:**

Wilma stated that in some instances the number of units required for a degree or certificate is too large. She suggested that departments complete self monitoring in this area.

### **FINANCE & ADMINISTRATIVE SERVICES CUT-OFF DATES:**

Chairs/Directors were reminded about the 2009-2010 Finance & Administrative Services cut-off dates.

### **FACULTY HIRES:**

Chairs/Directors were reminded that 2010-2011 faculty hire forms are due on April 9.

**ACCREDITATION EXIT INTERVIEW:**

Wilma stated that the Accreditation team was very pleased with the work that was completed on Recommendations 2, 3 and 4, but that we still have a great deal of work to complete on Recommendation 1. She encouraged everyone to look at the site visit report and suggested that they study the resource allocation model. IPC is working toward coming up with a formula for allocating resources. The goal is to better allocate funds related to need, which could mean that some departments could get less money.

Wilma invited everyone to the groundbreaking on April 9 for the new Industrial Technology Building.

Minutes submitted by Donna DeYarman.