



Pasadena City College is an equity-minded learning community dedicated to enriching students' academic, personal, and professional lives through an array of degree and certificate programs, campus engagement, and customized student support.

PASADENA CITY COLLEGE MEETING AGENDA and NOTES

Title of Meeting / Committee Name: IEC

Date: Friday May 10, 2019

Room: W101

Name of Person Taking Notes: Lucky Springfield

Chair(s):

Sonya Valentine

Crystal Kollross

MEETING NOTES

In Attendance: Crystal Kollross, Sonya Valentine, Armando Duran, Beverly Dunbar, Carlos Altamirano, Daisuke Yamaguchi, David Colley, Jason Robinson, Jude Socrates, Krista Goguen, Leticia Velez, Melissa Anderson, Mia Villamayor, Michaela Mares, Rhonda Williams, Rudy Aguilar, Terry Stoddard, Xiu-Zhi Zoe Wu

C. Kollross called the meeting to order at 1:10 PM.

I. Public Comment on Non-Agenda Items - None

II. Review and approval of meeting notes from April 26, 2019

- Motion to approve: K. Goguen. Second: C. Altamirano. Approved.

III. INFORMATION ITEMS

1. N/A

IV. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Meeting Dates –

i. May 24, 2019 (Friday before Memorial Day Weekend)

- The following committed to attend the IEC May 24th meeting: S. Valentine, M. Anderson, L. Velez, C. Altamirano, M. Villamayor, K. Goguen, B. Dunbar, A. Duran, M. Mares, J. Socrates

ii. June 7, 2019 – Final Meeting

- Very important that everyone attends the final meeting. It will be a short meeting, with lunch and no teamwork due to awards ceremony at 2:00 PM.

V. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Business Law and Paralegal – Crystal Kollross

- Business Law and Paralegal review was presented to the committee. Discussions were on measures, descriptors, mission statement and program outcomes. There was mention of the high rate of certificates awarded in the Paralegal program, enrollment data, needed faculty, outreach, the name of the program, equity, and of the Business Law curriculum in the catalog.
- Motion to approve: C. Altamirano. Second: K. Goguen. Approved.

2. Gerontology – Crystal Kollross

- Gerontology summary was presented to the committee with comments on the Occupational Skill Certificate, Certificate of Achievement, cross discipline, equity, enrollment data, extension

courses, tutors, marketing, mission statement, courses online, program outcomes, needed trained personal, curriculum, and the program's development.

- Motion to approve: B. Dunbar. Second: D. Yamaguchi. Approved.

3. Bio-Technology – Sonya Valentine

- Bio-Technology review was presented to the committee. Discussions were on the certificates offered, AS degree, employability skill evaluation, job announcements, introduction, mission statement, program outcomes, components, measures, equity clarification, enrollment clarification, strong retention rates, increasing diversity, application process, fast-track option, students do a self-evaluation on employability skills, funding, lab skills, unit numbers, and lab space for growth.
- Motion to approve: C. Altamirano. Second: L. Velez. Approved.

4. Foreign Languages – Krista Goguen

- Foreign Languages summary was presented to the committee with discussions on the introduction, mission statement, levels of language certificates, outcomes, data, Occupational Skill Certificates, needed faculty, number of awarded certificates, ASL certificates, marketing, demographic data, space needs, photocopies needs, supplies, budget, information for all programs, target growth, levels of languages of native speakers and heritage speakers.
- Motion to approve: C. Altamirano. Second: M. Villamayor. Approved.

VI. ANNOUNCEMENTS

- C. Altamirano shared the ALE Dodger night was successful. They sold all 100 tickets and Dodgers won 9 to 0. He also mentioned next Tuesday, May 21st is the President's Latino Advisory Committee annual scholarship awards dinner in the Creveling Lounge at 6:00 PM.
- J. Robinson reminded the committee to fill out the PD Climate Survey.
- D. Colley mentioned on Friday, May 17th is Classified Professional Development Day at the Huntington Library.

VII. ADJOURNMENT – 2:45 PM.

- Motion to adjourn meeting for a short session of teamwork: D. Colley. Second: M. Villamayor. Approved.