



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 24, 2019

Room: W101

Name of Person Taking Notes: Lucky Springfield

Chair(s):

Sonya Valentine

Crystal Kollross

MEETING NOTES

In Attendance: Sonya Valentine, Beverly Dunbar, Carlos Altamirano, Carrie Afuso, John Gillette, Jude Socrates, Krista Goguen, Lauren Acker, Melissa Anderson, Michaela Mares, Myriam Altounji, Rhonda Williams, Rudy Aguilar, Stephanie Fleming, Terry Stoddard, Xiu-Zhi Zoe Wu

S. Valentine called the meeting to order at 1:16 PM.

I. Public Comment on Non-Agenda Items - B. Dunbar expressed how genius the new marketing was for encouraging students to enroll in Summer coursework by placing flyers in the bathroom stalls and to thank the creative Strategic Communications & Marketing office.

II. Review and approval of meeting notes from May 10, 2019

- Motion to approve: C. Altamirano. Second: R. Aguilar. Approved.

III. INFORMATION ITEMS

1. June 7, 2019 – Final Meeting
 - The final IEC meeting will entail program reviews, lunch and no teamwork session.

IV. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Dental Assisting – Team 4
 - M. Mares presented the Dental Assisting program review. Topics of discussion were on introduction, mission statement, measuring outcomes, curriculum map, program history, dental assisting patients, percentages of part-time students, hybrid courses, outreach and marketing, laptop carts, flex space, dental kit rental program, data, student equity, marketing, curriculum, student feedback, findings, completion rates, program review support and external accreditation program reviews.
 - Motion to approve: K. Goguen. Second: C. Afuso. Approved.
2. Administration of Justice – Team 2
 - C. Afuso presented the Administration of Justice program review. Points of discussion were on staffing, success rates, degrees awarded, completion of certificates, findings, mission statement, outcomes, recruitment, curriculum map, equity, use of data, adding new tasks, funding, recruitment goals and plan, and qualifying for certificates.
 - Motion to approve: M. Mares. Second: C. Altamirano. Approved.

3. Automotive Technology – Team 1

- T. Stoddard presented Automotive Technology program review. Topics of conversation were on program goals, development of outcomes, skills based program, data, equity, updated materials, modern day technology measurements, jobs in the field, community advisory committee, annual evaluation of tools, National Automotive Technicians Education Foundation (NATEF) guidelines, Automotive Service Excellence (ASE) standards, enrollment, local auto shops, onsite job shadowing, marketing at high schools, professional development, faculty spending time in the field, staffing, and curriculum program map showing the recommended path to completion.
- Motion to approve: C. Altamirano. Second: K. Goguen. Approved.

V. ANNOUNCEMENTS - None

VI. ADJOURNMENT – 2:06 PM

- Motion to adjourn meeting for teamwork: C. Altamirano. Second: R. Aguilar. Approved.