



CTE ADVISORY COMMITTEE

Career & Technical Education Local Planning Team/Advisory Committee Meeting AGENDA

February 25, 2014
Fire Training Center / Mary Stuart Rogers Student Learning Center
MJC West Campus
2201 Blue Gum Avenue
Modesto, CA 95358
5:30-8:00pm

- I. Tour of Fire Training Center (Regional Fire Training Center) Pedro Mendez
Dean, Public Safety, Technical Education,
Workforce Development & Community Education
& Staff

- II. Introduction Mark Anglin
Dean, Agriculture & Environmental Sciences
Director, Career & Technical Education

- III. Working Dinner / Computer Graphics Presentation Brian Sinclair
Instructor, Computer Graphics

- IV. Panel Presentation / Discussion "Internships / Externships / Work Experience"

Tim Aldinger – <i>Career Pathway Internship Program</i> Program Manager, Workforce Development Foundation for CA Community Colleges	Jeff Rowe – <i>Local Process of Internships</i> Director, Employment & Training Stanislaus County Alliance
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- V. MJC's CTE '*SHINING STARS*'- CTE Alumni Table Talk

- VI. Other Business

- VII. Adjourn

Modesto Junior College
Career & Technical Education (CTE) Advisory Meeting
February 25, 2014
5:30pm-8:30pm
MJC West Campus - Mary Stuart Rogers' Student Learning Center

Present:

Tim Aldinger, Program Manager, Workforce Development, Foundation for CA Community Colleges
Steve Amador, Instructor, Ag Mechanics
Mark Anglin, CTE Project Director/Dean, Ag & Environmental Sciences
Rachelle Bailey, Ag & Environmental Sciences, MJC Alumni
Francisco Banuelos, Associate Dean, Special Programs
Melissa Beach, CTE Project Monitor/Administrative Secretary, College Administrative Services
Jeff Beebe, Instructor, Auto Technology
Kyle Beeman, Ag & Environmental Sciences, MJC Alumni
Patrick Bettencourt, Dean, Allied Health/Family & Consumer Sciences
Don Borges, Director, Ag Science
Gail Brumley, Instructor, Floral Design
Brent Burnside, Owner, Burnside Body Shop (Auto Body)
Shirley Buzbee, Instructor, Medical Assisting
Gerardo Calderon, Tech Ed, MJC Alumni
Andrew Campbell, ASMJC President
Daisy Carter, Business, Behavioral & Social Sciences, MJC Alumni
Janet Chisler, Owner, Sequoia Preschool Academy (Child Development)
Larry Chisler, Owner, Sequoia Preschool Academy (Child Development)
Kurtis Clark, Director, Small Business Development Center (Business)
Gloria Coats, Instructor, Nursing
Patrick Cousins, Allied Health, MJC Alumni
David Cummerow, Retired, Turlock Irrigation District (Computer Science)
Ashley Dahlseid, Allied Health, MJC Alumni
Lorena Dorn, Dean, Student Services
Grace Duenas, Allied Health, MJC Alumni
Gino Farinelli, Ag & Environmental Services, MJC Alumni
Veronica Garcia, Child Development Supervisor II, SCOE (Child Development)
Brian Greene, Librarian, Library & Learning Center
Pam Guerra-Schmidt, Instructor, Child Development
John Haley, Service Manager, American Chevrolet (Auto Technology)
Makenna Hanson, Ag & Environmental Services, MJC Alumni
Greg Hausmann, Instructor, Administration of Justice
Julie Haynes, Instructor, Animal Science
Sean Haynes, Rabo Bank (Ag Business)
Mike Henderson, Director, CTE/ROP, Modesto City Schools (Local High School District)
Mary Anne Henriques, Health, Safety & Environmental Manager, Diamond of CA (Industrial Tech)
Alejandra Hernandez, ASMJC Student Senator, Special Programs
Gilbert Hernandez, Instructor, Plant Science
Ryner Hernandez, Ag & Environmental Services, MJC Alumni
Bill Hobby, Instructor, Dairy Science
Christie Hobby, Ag & Environmental Services, MJC Alumni
Jim Howen, Instructor, Electronics/Industrial Technology
Cece Hudelson, Dean, Business, Behavioral & Social Sciences
Bonnie Hunt, Instructor, Respiratory Care
Korey Keith, Ag & Environmental Sciences, MJC Alumni
Susan Kincade, Vice President, Instruction

Matt Leo, Ag & Environmental Services, MJC Alumni
Michelle Marquez, Director, Center of Excellence
Suzanne McCaslin, Sr. Administrative Office Assistant, Public Works Department (Office Administration)
Elizabeth McMaster, Ag & Environmental Services, MJC Alumni
John Mendes, Instructor, Animal Science
Pedro Mendez, Dean, Public Safety, Tech Ed, Workforce Development & Community Education
Mike Morales, Instructor, Plant Science
Yesenia Morales, Allied Health, MJC Alumni
Kevin Moules, Ag & Environmental Services, MJC Alumni
Dale Phillips, Instructor, Computer Science
Luis Rebolledo, ASMJC, VP Communications
Asia Reed, ASMJC, VP Communications
Lisa Riggs, Director, Nursing
Jeff Rowe, Director, Alliance Network (Technical Education)
Roy Sanchez, Technical Education, MJC Alumni
John Scheuber, President, Veterinary Service Inc., (Ag & Environmental Sciences)
Amanda Schnoor, Instructor, Animal Science
Brian Sinclair, Instructor, Computer Graphics
Jill Stearns, MJC President
Nick Stuyt, Ag & Environmental Services, MJC Alumni
Larisa Ubryanova, CTE Assistant
Roger Van Klaveren, Owner, Generation Growers (Environmental Horticulture)
Todd Westbrook, Ag & Environmental Services, MJC Alumni
Joshua Williamson, Technical Education, MJC Alumni
Cheryl Williams-Jackson, Instructor, Child Development

I. TOUR OF FIRE TRAINING CENTER (REGIONAL FIRE TRAINING CENTER)

Just prior to the CTE Local Planning Advisory Team meeting, members and guests were invited to tour the MJC state-of-the-art Regional Fire Training Center. Those in attendance were very pleased with enthusiastic and positive feedback regarding the facility, the tour and the drills performed. Fire Academy students began by demonstrating how they've learned to get into all of their personal protective equipment quickly as they would have to when responding to an emergency. After that, they had one company demonstrate two methods of advancing hose lines into a building; one group via a ladder to the second story of the tower, and the other by forcing their way through a "locked" door. Both then used the hose management skills they have learned to simulate a fire attack. Simultaneously, a truck company from Modesto Regional Fire Authority used their ladder truck to climb to the fourth floor roof and ventilate the building (cutting a large hole in the roof to release hot smoke and gasses, making the environment in the burning building more tenable for both victims and rescuers.) After the demonstration, Chief Slamon gave a tour of the Regional Fire Training Center's grounds and explained the uses of the different props.

II. INTRODUCTION

Modesto Junior College Career & Technical Education Director, Mark Anglin, welcomed all CTE Local Planning Advisory Team members and thanked them all for being there. He stressed his appreciation to the committee for their time and dedication to the CTE process. He then introduced MJC President Jill Stearns, who in turn welcomed everyone in attendance on behalf of the college.

CTE Administrative Secretary, Melissa Beach, provided packets to the CTE Local Planning Team members containing an annual CTE newsletter, the 3/5/13 CTE Local Planning Team Meeting minutes, Perkins IV Core Indicators by Vocational Top Code for use in planning for the fiscal year 2014-15, and a current Labor Market Overview for Stanislaus County.

III. COMPUTER GRAPHICS PROGRAM PRESENTATION

Brian Sinclair, MJC Computer Graphics instructor gave a presentation on MJC's Computer Graphics program defining it as a broad range of overlapping disciplines that combine computer and other electronic technologies with skills and techniques from various fine arts and communications disciplines. Computer Graphics is the bridge between science and art. This is a relatively new discipline at MJC. The program includes multimedia, digital art, website design and development, animation, graphic design/desktop publishing and digital imaging. The goal is to have electronic game design in the future, which is the development process of designing the content, user interface, rules of a game, design of gameplay, environment, storyline and characters. Classes in the Computer Graphics program are Adobe Creative Suite, Photoshop, Illustrator, InDesign, AfterEffects, Flash, Dreamweaver, Maya, Painter and PowerPoint. Brian stated that in all of the classes in art and design concepts are taught as well as problem solving and critical thinking.

A new course is being offered this summer, Computer Graphics 266 – Interactive Media Design and Development. This course will provide students with an introductory and timely exploration of the tools and processes in the design and development of interactive media. Other new endeavors for this summer are Computational Photography, Leap Motion, 3D Modeling and Printing. Brian Sinclair shared examples of some of the 3D work created in Computer Graphics with sculptures and models.

IV. PANEL PRESENTATION / DISCUSSION “Internships/Externships/Work Experience”

For the past several years at the MJC Annual CTE Local Planning Team Advisory Committee meetings the business and industry representatives have requested that more focus be placed on partnerships, internships and work experience. Because real world, hands-on training has become so important in qualifying and landing a job for program completers it was decided that this year the central focus of the meeting would be placed on internships and other work place learning opportunities.

Jeff Rowe, Director for the Alliance Network gave a local overview of internships and work experience. He explained that students who complete an internship or work experience can include it on their resume as work experience they have obtained. Many times companies that offer internships will hire those highly motivated and successful interns on a permanent basis. Participating in a work experience program can at times have the same result, with a program completer being hired on in a fulltime capacity. Mr. Rowe further stated, “With all of the perks and positive outcomes of internships/work experience you might ask why we do not see more offered?” He stated there are some barriers that must be overcome by business and industry to offer these workplace learning opportunities. Businesses using work experience/internships must carry the appropriate insurance coverage; there may be union issues involved as well. Also there are some legal opinions regarding paid and unpaid internships. If an intern is assisting a business to a level that it is a value to the company, legally they may have to pay the intern. This may be a challenge for some companies. From the business partner point of view there are costs to offering this opportunity to students. For example they must devote resources such as someone to train and supervise the intern, which may take away from the company's overall productivity.

Jeff Rowe stated that companies working through his organization may qualify to receive funds to cover the Worker's Comp cost, pay intern wages and provide a training component. The problem is that it is still quite expensive to do this for 2-3 months. In times of declining economy if you multiply by hundreds of clients it becomes unfeasible which is probably why we do not see more internships and work experience programs. However the importance of these programs to those in training is invaluable.

Tim Aldinger, Program Manager for Workforce Development of Foundation for CA Community Colleges gave a statewide approach to internships. He gave us a brief background of his experiences after he graduated from high school. He studied music for 2 years and received his BA in International Studies. He said his resume included experience with the trumpet and the study of

meditation. He said he must have applied for 50 jobs and received only 1 interview-by phone and that is when he got involved in public policy. In 9 months and 5 rotations in different organizations he finally participated in real projects.

He asked committee members how many had every applied for a job online and were actually hired. Almost no one raised their hand. He then asked how many had been hired because they had a personal contact with someone in the company. Almost everyone raised their hands. The point was relationships are important when undergoing a job search. By completing an internship or work experience a person will have the opportunity to prove themselves and to develop relationships. He said that there is no doubt that the majority of people are hired because of a relationship they have with someone at the business. He also stated that when someone has completed an internship with a company and is then hired by that company, the retention rate is 90% a year later. For others the retention rate is nowhere near that high.

Mr. Aldinger shared with the group that through a new partnership with the Linked Learning Alliance, the Foundation is involved in a statewide initiative to improve workforce readiness through increasing the availability of work-based internship opportunities for California students, with an emphasis on high school students. Offering internships at the high school level gives students the chance to gain in-demand skills that align with their coursework, and assists them in planning for their futures—creating a bridge to higher education and success in the workforce. He also clearly stated that he would love to find ways for the Foundation to partner with MJC.

Jim Howen asked the panel if they ever experienced issues with unions. There can be issues with unions but many will work with colleges with internships as long as proper protocol is followed.

Lisa Riggs stated that the hospitals do preceptorships. Students are not an employee of the hospital. Preceptors go through training and have a contract agreement with the hospital and school. They perform 12 hour shifts with the preceptor and it's a great benefit to hospitals. These students are often hired by the hospitals as well. Lisa Riggs strongly advised, anytime students are in a clinical setting they need to consider it their ongoing interview. She also added that she has never experienced any union issues in preceptorships, internships or work experience.

V. MJC's CTE 'SHINING STARS' CTE ALUMNI TABLE TALK

CTE Deans invited their 'shining star' program completer students and held a table talk on their experiences at MJC. They were asked to share what they thought were strengths in the program they completed; how MJC's education prepared them for a career; what could MJC have done better to fully equip them for employment; to what extent did their work experience or internship help prepare them for their career; what an intern employer can do to ease the transition to the workplace; and for suggestions of improvement in their completed MJC program. This feedback is crucial for improving our CTE programs at MJC. This segment of the meeting was such a hit that when Mark Anglin adjourned the meeting no one left! The table talk with the MJC alumni continued with everyone very involved. *Please see the attached document to read their feedback.*

VI. MEETING ADJOURNED: 8:35pm

**Please see packet documents attached.*

2/25/14 Career & Technical Education Advisory Meeting MJC Alumni Table Talk

Program Completed	Strengths of Program Area Completed	How MJC Educational Experience Prepared for a Career?	What could MJC have done to more fully equip them for employment in their career area?	To what extent did Work Experience/Internship help prepare you for career?	What could your intern employer do to ease transition to workplace?	Suggestions for improvement to Program Area Completed
Ag Business	Connection to industry, practicality and application.	Leadership skills; experience within Ag industry.	Provide more internship opportunities.	Internship taught me information that I didn't learn in classroom. Internship turned into a career.	Internship completed at another institution.	My MJC experience was great and I am happy with how I spent my 2 years here.
Animal Science	1. Hands on application of learning via labs at the school farms. 2. Relevant/Up to date industry information provided in classroom. 3. Curriculum was readily transferable to 4 year university and had me more than prepared to finish my BS in AgriBusiness.	My pursuit of vocational training in Ag was my gateway to BS degree and current career. Without that entry point, I would not have pursued higher education.	Nothing.	Provided relevant hands-on experience that put me ahead (on the learning curve and productivity) of my peers when I entered my career field.	N/A	None (Possibly greater education in International Ag Business, Continued Globalization of Food & Ag.)
Animal Science	While at MJC I received lots of hands-on experience by traveling to local Ag businesses and farms. The program gave me a better handle by seeing and doing instead of a book. The animal units on West Campus gave me an opportunity to work and learn. Great experience.	Overall, it prepared me tremendously! I am currently a sow farm manager in Turlock CA. By taking classes like Swine Science, Meat Science, Animal Livestock and Animal Science I was able to get a better understanding of the entire Pork industry. I lived and worked on MJC West which also prepared me.	I learned so much in terms of Animal Ag and management but I do manage people who manage the animals and this is an area I would've liked to learn/prepare more for.	I was able to live and work MJC West Swine unit. I was responsible for the daily feeding and care of sows which gave me more knowledge and hands-on experience.	I was very prepared going into the workplace; however, my struggles would be people management and how to handle different management decisions.	Overall I'm glad I attended MJC. I gained much knowledge from industry professionals along with hands-on experience. The program was very strong & I hope students continue to have same opportunities that I had to prepare for my future.
Animal Science	Studied and focused on every aspect of animal science.	Very productive and worthwhile. I'm very fortunate to have had the time and experience I did at MJC.	I wouldn't have changed a thing. It was real world experience and valuable skills and training along the way.	Taught me the management side and exposed me to the business end of Animal Ag.	I was fortunate to have an employer that was patient and willing to reach me along the way.	Good program, great school, helped prepare students for real world experience. It opened my eyes to the career path I chose.
Veterinary Technician	There was practical applications such as labs to help prepare for a career in the office. Having teachers in the industry preparing us students in general and being able to talk to a vet. Having information available for both instructors and program coordinator.	The program prepares you to take the RVT exam. My overall experience at MJC with non-Ag related classes helped me with my career getting me prepared to communicate with the public.	Though there are labs if there were more hands-on experience it should make it easier for students to continue on and get a job.			Opportunities to get more hands-on experience. Field trips and lab trips to clinics to speak to others in the industry.
Floral Design	We are taught a wonderful set of skills that I use everyday in designing. You learn fundamentals of design and current trends. I left MJC with knowledge of every aspect of this industry. The most important thing I learned was "time is money."	I felt confident going into career because my courses were like work experience. I had fundamentals of design down and my mechanics cemented. The wonderful thing about the course is my creativity was encouraged and that gave me confidence.	Working with different kinds of flowers would have been beneficial. As a florist you work with more expensive flowers and a large variety. Learning seasons of flowers and how much the price fluctuates in/out of season. Learning how flowers are sold at market/wholesale: bunches, single stem, etc.	Went to work without an internship.		We need better labs; what a real work space would be like.
Floral Design	This program did a great job in teaching the fundamentals needed in the industry of floral design. All the basic principles needed were thoroughly covered, allowing optimal understanding of the industry.	I'm still pursuing a degree for my career; however, this program allowed me to obtain a part-time position in the floral design industry.	Hands-on experience. Minimal funding prevents students from being able to work with flowers that are more expensive, which are more commonly used in the industry.	No work experience or internship.		1. Funding would be great improvement. 2. Allowing students to process the material would help them gain understanding of how to obtain optimal plant or flower life. 3. Floral Dept. needs a lab classroom set up like West Campus Soils lab for optimal work place experience.
Crop Science	Contact of industry representatives applied learning. The beneficial part was the practical application of the knowledge from the program.	MJC's educational experience may have been the driving force to instill motivation to accomplish goals at work. Helps to provide desire and to learn more.	I'm not sure MJC could provide more. MJC is still one of my best life experiences.	I was working at my place of employment while attending MJC.	I was already employed at the intern employer's company.	Update the equipment of the Lab class rooms and the mechanical equipment.
Ag Education	Hands-on career related experiences and opportunities. CAL, Young Farmers, Rangers	Lab based classes. Networking opportunities.	Give more hands-on experience opportunities to non-West Campus interns.	Allowed me to explore different fields within Agriculture. Gained knowledge and experience for teaching.	N/A	More paid opportunities or positions.
Ag Mechanics	Skill based, hands-on, real world, CAL, Young Farmers, various clubs and activities.	Variety of experience, depth of experiences "Learn by Doing & Hands-on"	Early field experience needs to be more than just a passive experience. More involvement and interaction. Explore enterprise projects.		N/A	All Ag units need to provide internships to students outside of West Campus students. Traditional students need access to these opportunities.

Program Completed	Strengths of Program Area Completed	How MJC Educational Experience Prepared for a Career?	What could MJC have done to more fully equip them for employment in their career area?	To what extent did Work Experience/Internship help prepare you for career?	What could your intern employer do to ease transition to workplace?	Suggestions for improvement to Program Area Completed
Medical Assisting	The Examination rooms are very up-to-date and the lab was great to work and learn in. Instructors were awesome! Always willing to help and clarify any questions. If there was something they didn't know, they would get back with an answer.	We were prepared to give injections with confidence and comfortable talking to the instructors with any questions we had. I like how I was knowledgeable in what the medicines were and used for.	More internship time; more moving to different offices to see how offices vary from physician to physician.	My internship helped prepare me for my medical assisting with hands-on experience in the back office and front desk. I performed EKG's, taught patients to self-inject and processed medicine refills.	Designate a mentor for student so they can ask questions if physician isn't available to answer.	Extended lab hours, more time on venipunctures, and "rooming" a patient, so we are comfortable with patients.
Registered Nursing	1. Clinical Experience NCLEX style testing throughout preparing for Boards Stepwise Pro.	1. Resume and mock interview crucial to finding employment for career. 2. Testing. 3. Preparatory forms prior to clinical helped. 4. Preceptorship was great experience for experiencing career (as a student.)				
CNA, Respiratory Care	CNA-skills taught met the expectations my employer valued when I was hired. Resp Care-RT ability to visit multiple hospital facilities opportunity to learn side-by-side with experienced RT's. Great unit clinical experiences; NICU, ICU, Pediatrics. I appreciate that we went straight through summer to complete the program quicker and begin a career sooner.	CNA-With no other experience I was able to gain exactly what I needed to make a living immediately after completion. RTs are a bit saturated in the Central Valley but the program is still needed by our community. The 12 hour day/night shifts help the student understand the reality of the actual working RT schedule.	CNA-Expand the program. I had to wait 2 times to get in due to me having too many MJC units. RT-To make our graduating students have a one-up on other local RT programs, consider facilitating ACLS certification. It has all been relevant and put to use in the workforce. RT-encouraged professional organization memberships and reinforced professionalism always.		CNA-Find a way to help new Aides obtain BLS certification. RT-keep the program available to our community. Consider facilitating ACLS on health stream.	
Office Administration	Microsoft Suite proficiency. Written Communications. All around great preparation for the competition entering the workforce. Had the added benefit of working for a division dean.	Returning to MJC post graduation and completing a Photoshop class greatly enhanced my already valuable skill set. Consider the class a great elective. Business knowledge and skills useful on BofD Central CA Art Association.	Selling myself-interviews (biggest weakness.)	2 years experience at MJC = immediate hire at Gallo.	He spoke with other deans to find me another position on Campus.	Follow up with alumni to upgrade skills.
Child Development	Very strong child development background.	It helped my career in preparing me for opening my own center-care & supervision of children as well as the proper number of employees to have. Scheduling, leadership.	N/A	N/A	N/A	N/A
Auto Body Collision Repair	Hands-on work.					Equipment, Up to date, Tools, Paint Guns, Paint Booth.
Auto Body Collision Repair	Hands-on experience.		Spend more time on the basics.			Equipment, Paint Booth, Frame Measuring Equipment, New Paint Guns.
Auto Body Collision Repair	Hands-on training.	Still having a problem landing a job due to lack of experience.	Spend more time on the basics. Buff and detail; masking for paint; paint mixing; speed & efficiency of prep and completion of work.			Updated equipment. Paint booth; frame measuring equipment; new paint guns.
Machine Tool Shop	Machine Tool Certificate and CNC Certificate. All the Machining classes are involving their students and have interactive teachers. The CAM scholarship was a big help.	MJC uses and prepares students with 3 axis equipment, but I use 5 axis equipment in my job. Fastenal has internship program, yet I had completed classes so I got the job.	MJC did everything that brought me to my job. Marketing and promoting the CAM scholarship. Found out about the scholarship through my Drafting professor and the scholarship should be offered to all classes.	I didn't intern because I already completed program.	N/A	Incorporating 3D printer into the program from the basics to the finished program or product. Maintain and/or increase field trips. To bring back certificate students to complete the degree is to have day care services and online classes for general education.
Special Education Tutor	Currently working as an Aid in Special Programs. All people in program are helpful and very good at giving me strategies and approaches to working with special student populations.	My goal is running a K-12 Special Education program. This internship will give me specific information and experience for the job in my future.	Create more internships and opportunities for students to work and invest in their careers.	1. Understands the extent of the job. 2. Clearly gets an appreciation of the job in entirety. 3. The internship allows her to fully grasp the breadth/depth of the job. (difficult parts/fulfilling parts.)	Only been in the program for 1 month. All individuals involved have been very helpful; a very smooth process.	