



**CTE Chairs
Meeting Minutes
Zoom Conference Call
November 16, 2021
1:00pm - 2:00pm**

1. Office of Institutional Effectiveness Presentation (K. Thomas)

- Kylie Thomas from The Office of Institutional Effectiveness presented on “LACC CTE Related ESMP Measures and Institution-Set Standards.

2. Career Fair (J. Medina.)

- J. Medina informed meeting participants on upcoming Career Fair, which will be held In-person on Dec. 2nd and Virtually on Dec. 3rd.
- In-Person Career fair will host 40 employers and the Virtual Career Fair will host 27 employers.
- Resume workshops will be held the week on November 29th, so students can prepare for the career fair.

3. National Apprenticeship Week (A. Medina, A. Marcelletti, K. Saysay)

- A. Medina informed meeting participants that the LACC Apprenticeship Team is celebrating National Apprenticeship week by hosting a couple of Apprenticeship events.
- First event will be for employers and partners on Wednesday, November 17, 2021. This event will provide them more information on what we are doing here at the college regarding Apprenticeships.
- Second event will be held on Thursday, November 18, 2021. It will be a student-centered event. This event will have a couple of employer partners and they will be providing students information on apprenticeship opportunities and the difference between apprenticeships and internships.

4. Perkins 2nd Quarterly Report (A. Rivera)

- A. Rivera informed CTE Chairs that the Perkins 2nd Quarterly Report is due Friday, December 10, 2021.

5. Items from the floor

- A. Alonzo provided CTE Chairs updates on purchase requests.
- A. Alonzo to follow up with LACC purchasing team on timeline on processing purchase requests.