

Cerritos College – TOP Committee Meeting Minutes

Tuesday, February 21, 2023 – 11:00 am to 12:00 pm - Location: Zoom

1. **Perkins V 2022-2023:** The requisition deadline is February 28, 2023. All expenditures are due to the CTE Office no later than June 15, 2023. The Final Report is due TBD. The CTE Office will send out an email regarding the Final Report requirements.
2. **Perkins V 2023-2024:** The application will be released in April 2023, as soon as Core Indicator Reports are published by the Chancellor's Office. The deadline to turn them in to the CTE Office will be Friday, May 5, 2023. As a reminder, the basis for funding is the improvement of Core indicators.
3. **Strong Workforce 6: The grant ends** on June 30, 2023. All expenditures are due to the CTE Office no later than June 15, 2023.
4. **Strong Workforce 7:** Applications are due to the CTE Office by Friday, May 5, 2023. Projects will begin July 1, 2023. The maximum duration of the project is 12 months (ends June 30, 2024). The basis for funding is "more" and "better" in alignment with LA County's Regional Plan.
5. **Advisory Committee Meetings:** As a reminder, you must have 2 meeting per fiscal year (Fall and Spring). Please forward the minutes and attendance sheet to the CTE Office.
6. **Conference: Review AP 6900 Travel** In state approval is 30-45 days prior. Out-of-State approval 60 days prior. Conference Reimbursements must be submitted asap after conference completion. It must be received by June 30, 2023 to be processed.
7. **Work Experience Documentation:** Going forward we can use Rosters+ to upload documentation for those classes if this is more convenient for faculty.
8. **Perkins Core Indicators - Presentation:** The committee reviewed how to use Perkins V Core Indicator Reports to generate improvement goals using chancellors office documentation.
9. **Advisory Breakfast** – Will take place on April 12, 2023, from 7:30 am – 9:00 am in Person. Erin Baird from Lightcast is our speaker this year.