



## CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

### Minutes

November 12, 2020  
9:00 a.m. – 2:30 p.m.

WebEx: See Calendar Invite to Join the Meeting

- **8:45-9:00 a.m. Member login to WebEx and [sign in\\*](#)**  
Cindy Philip, Patty Adolfs, Dan Draper, Codie Lakin, Cindy Goss, Kathy Dardas, Jason Carlisle, Chris Eaton, Randy Sowles, Ben Murray, Celena Mills OCTE, Lindsay Pulsipher, Margo Hazelman.
- **Review/revisions of today's agenda, Patty Adolfs**
- **Standing Reports:**
  - Secretary's report, [previous meeting minutes \(October\)](#), Cindy Philip
    - Kathy motions. Codie seconds.
  - [Treasurer's report](#), Chris Eaton
    - Cindy motions. Codie seconds.
  - Office of Career and Technical Education Update, Celina Mills
    - Fall update synopsis. [WBL Continuum Resource](#). [WBL Manual](#). Celena will be sending us additional resources. Asks us to reassure teachers that this is going to take some time. It would be a 3-5 year process in a normal year. Anyone that goes through the TRAC process in the next year will be given grace and OCTE will be looking to help programs grow, improve, and develop. (Kzoo, Tuscola and 1 more being TRACed this year).
    - CTE delivery options committee has been meeting and discussing virtual options or hybrid options. Currently not allowed in the state plan. Group is examining k-12 setting and also the CTE expectations. At the next meeting they will look at what other states and post-secondary partners are doing. Looking to pilot some programs beginning next year.
    - WBL - question asked by CG: if a WBL experience is offered but no students participate, should it still be reported? CM says yes, it is important to report all experiences that are offered.
      - There should be a build up of WBL opportunities. WBL should not all take place in the 2nd semester. They'd like to see more things in 1st semester so that the rigor can build in the 2nd semester.
    - OCTE had an informational meeting about Career Pathways Grant - they put out an application for 49.0101 Aviation. With the possibility of a new CIP or Program for unmanned aircraft or drones. It is a competitive grant, so questions can't be answered about it right now. They are preparing to put out a bigger number of grants in February, with a full year to work on it and then implement the following year.
    - GEMS Questions for Celena

- concerns about not being able to see uploads - is there a way to see what is uploaded? Currently can't see as a teacher or as an administrator. Celena is going to reach out to Tom Knight and see if she can get us an answer.
  - [WBL Resources from Celena](#)
    - Resources have been added to our CCDA Drive and are attached in a link above.
- **Old Business:**
  - CTE Teacher Curriculum Awards
    - Award checks were mailed out with letters. Letters were also sent to applicants that did not receive an award.
  - [Calendar Document](#), [Membership Draft](#)
  - SCECHs for meetings this year –[Sign-In](#)\*
- **New Business:**
  - CTE Teacher Curriculum Award Winners – **Quality/Need**, Student Benefit, Appropriate Amount
  - Treasurer Role - Chris will be stepping down.
    - Kathy Dardas has expressed interest but needs to check with her school to verify that it is an option. She will have more information early next week (11/16-17 ish)
  - GEMS Questions for Celena
    - concerns about not being able to see uploads - is there a way to see what is uploaded? Currently can't see as a teacher or as an administrator. Celena is going to reach out to Tom Knight and see if she can get us an answer.
- **Lunch 11:30**
- **New Business Continued:**
  - [Career Ready Practice work from October Meeting](#)
  - [Career Ready Practice Competency Resource Search and Connections to Courses](#)
  - [Presentation of Working Project](#)
  - [Infographic of Work](#) - [Infographic Document With Updates](#)
    - Timelines
      - 11/30 Have Competencies Identified and **Courses Completed**
      - 4/30 End All Date with Benchmarks in Between
  - CIP Specific and General Resources
    - [National Health Standards](#)
  - Course Connections
  - Grant Notes: Once they come up the competencies, everyone will use those and the GAP will go away. But programs will not use all of the credentials. There's a feeling that maybe the GAP doesn't need to be submitted to the state, but rather it should be evaluated at the local level. The competencies should pair down the expectations and give programs additional flexibility. Once competencies are developed in a CIP, new grantees will align new credentials with the competencies that have been identified. There may be levels of documentation that is provided not required. Level 1: The one stop model will most likely be the "public face of the curriculum". Level 2: Under that would be the competencies outlined and some example performance indicators. Level 3: would be a detailed layer of the standards and how they are connected into the competencies (gap style format). This level would not be used all of the time, just available. Then looking at providing some support models through the Career One-Stop system.

- State has to look at the number of concentrators that earn a credential.
- Information from Celena re: number of hours it will take to get through a CTE program
  - Here's one idea...How to determine a Course in CTE
  - A student in a one hour class (50 minutes) would equal  $50/60 = .833 * 180$  days = 150 hours
  - If one course equals 150 hours a student could complete 1 course in a year
  - A student in a 2 hour class (120 minutes) would equal  $120/60 = 2 * 180$  days = 360 hours
  - If one course equals 150 hours a student could complete 2.4 courses in a year
  - A student in a 2.5 hour class (150 minutes) would equal  $150/60 = 2.5 * 180$  days = 450 hours
  - If one course equals 150 hours a student could complete 3 courses in a year
- **Standing Item - COVID 19**
  - Virtual WBL resource: Nepris
- Codie motions to dismiss. Cindy Goss seconds.
- **Next meeting:**
  - Thursday, January 14, 2021 9:00 – 2:30 WebEx