1. **Introductions:** Jing Folsom, Elaine Johnson, Alexandra Kaplan, Rocky Ng, Josie Sette, Steven Weinstein, Lavinia Zanassi, Amanda Parker, Daniel Rivera, Elizabeth Doggett, Jaizel Robles, Nick Kapp, Lorraine DeMello.

2. **Changes to Certificate Requirements (submitted, waiting approval):**

<table>
<thead>
<tr>
<th>Old Req</th>
<th>Change</th>
<th>Purpose for Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN 100</td>
<td>REMOVED</td>
<td>BTEC program events covers material, reduce course bloat</td>
</tr>
<tr>
<td>MATH 110/MATH 120</td>
<td>MATH 200</td>
<td>AB 705</td>
</tr>
<tr>
<td>BCM</td>
<td>removed</td>
<td>Skills in this course are taught elsewhere, reduce course bloat</td>
</tr>
<tr>
<td>CRER 650</td>
<td>No longer offered</td>
<td></td>
</tr>
<tr>
<td>ENGL 105/ENGL 100</td>
<td>Removed, but may be recommended for some students</td>
<td>Not strictly necessary for</td>
</tr>
</tbody>
</table>

- Some “weeder” courses remained due to their importance to the work: CHEM 210
- Completion of two year certificate (degree) articulates with Solano and Mira Costa College reqs for BS in Biomanufacturing
- After completing 2 year cert/degree, possible jobs include: Lab Tech, Stock Room, Roduction Tech, Manufacturing/Processing Tech, starting ~$18 and increasing rapidly after probationary period
- It’s possible for high school students to receive their certificate before HS graduation, but it may be difficult for them to get COOP work experience if they are under age, but Skyline can accommodate these younger students if needed
  - ~500 students participate in the BTEC DE program, but low numbers enroll in skyline after HS grad
  - Goal is to increase matriculation from HE DE students. Barriers include:
    - Lack of awareness by counselors, parents, and students
    - Many workplaces will not hire until students are 18
    - High workload to take BTEC courses along with normal HS course load
    - Strong desire to go straight to a 4-year
    - Meeting prerequisites for transfer to UC vs CSU
- Changes here would alter the goal of program away from career readiness and UC req’s add many other courses that may be deterrent to students

3. BABEC and Laney College collaborated with Skyline to write ATE Grant, awaiting response on award

4. Workforce Development Meeting, held at Skyline **upcoming June 23-25, 2020**

5. **Report on Biotech Faculty Retreat from Oct. 12-14**
   - Plans to create industry standards for BTEC coursework to ensure quality across campuses and uniformity to better prepare students for work in BTEC

   - Location: 9235 San Leandro Street Oakland, CA 94603, 9am-12 pm

7. **STEM Center Ribbon Cutting** Nov 18 at 1 pm- 3 pm, 7-307, Bldg 7 at Skyline College

8. Brainstorming Session on ways to increase matriculation of HS DE students into Skyline students after graduation, results collected by Jing and will be reviewed/discussed at next meeting