

CTE Faculty Regional Technical Assistant Provider Proposal

General Purpose

The scope of work within the Strong Workforce Division continues to expand as more CTE faculty and other stakeholders implement the recommendations of the Strong Workforce Task Force. A natural consequence of this expansion is the need to increase the number of CTE faculty engaged in local and regional planning, implementation, and communication. The CTE Faculty Regional Technical Assistant Provider (CTEFRTAP) proposal attempts to fill this need through the specific selection of seven regional CTE faculty to act as regional CTE faculty liaisons for the Chancellor's Office Strong Workforce division. The CTEFRTAPs will work in concert with division leadership to strengthen the communication channels between local, regional and state CTE leadership.

Proposal Details

The material below represents a working draft of the proposal including the general responsibilities of the CTEFRTAPs, reporting structure, selection, deliverables, and budget. Additional details will follow as the proposal moves through the TAP selection process.

General Responsibilities

The CTEFRTAP will be responsible for the following tasks:

- Attend and participate in CTEFRTAP onboarding sessions
- Develop communication lines between local, and regional CTE faculty
- Provide written monthly reports/updates on local and regional CTE activities associated with Strong Work Force funded projects
- Establish relationships with regional Consortia and regional CCCAOE leadership
- Implement semi-annual regional CTE Faculty listening sessions
- Provide content for the Statewide CTE Faculty webpage
- Attend CCCAOE Fall and Spring Conferences
- Attend Regional Consortia meetings
- Attend Chancellor's office sponsored CTEFRTAP meetings in Sacramento (approximately twice a semester)
- Follow expenditure rules as provided by the State Chancellor's office
- Other activities as funded and assigned by the Strong Workforce Division

Reporting Structure

Each CTEFRTAP will be responsible to attend monthly (virtual/Zoom) CTEFRTAP meetings. Each CTEFRTAP will report directly to Dr. Grant Goold or Dr. Lynn Shaw. Each CTEFRTAP will submit monthly reports (templates to follow) on their related activities.

Selection

A general announcement of this new temporary assignment will follow the guidelines established by the Chancellor's office procedures. Applications will be gathered and after the deadline a panel of CTE

leaders will be convened to review and select up to seven CTE Faculty applicants. The appointment of each CTEFRTAP will be for one year with a possible extension of one additional year should funding be available and performance on deliverables be acceptable.

Deliverables

- Monthly regional CTE activity reports
- Semi-annual regional CTE Faculty listening session with reports
- Quarterly CTE Faculty Webpage content
- Semi-annual attendance and participation in CCCAEO Conferences
- Attendance and participation in Regional Consortia meetings

Budget

Given the current responsibilities list and the required deliverables, each selected CTEFRTAP will receive release time equal to .4 FTE. Only release time will be provided. No stipends will be awarded in lieu of instructional release time. The total hours of release time equates to two 3 unit lecture courses. The total annual instructional release time equals 108 hours. The average release time cost per hour is equal to \$70.00.

In addition to instructional release time, each CTEFRTAP will receive a travel/program reimbursement account with \$4,000 for related expenses to the CTEFRTAP deliverables and responsibilities. A simple proposal budget is provided below.

7 CTEFRTAPs with .4 release time for each equals \$52,920

7 CTEFRTAPs with a travel and program reimbursement account of \$4,000 equals \$28,000

Total proposal budget equals **\$80,920 ***

- This number can be adjusted as funding allows through a reduction in release time, deliverables, and reimbursement account levels. The proposed release time does not include any local benefit costs.