

California Community College Association of Occupational Education (CCCAOE) Board Meeting Minutes

JANUARY 10, 2011

8:30 A.M.-4:00 P.M.

OAKLAND, CA

RECORDER	CORINE DOUGHTY	
ATTENDEES	HAZEL HILL	JOHN MEANS
	KIM SCHENK	JEFF CUMMINGS
	SID BURKS	LYLA EDDINGTON
	MADELAINE WOLFE	RICK IDA
	BOBBIE EDGIN	BETH PRATT
	LYNN SHAW	WHEELER NORTH
		GUEST: THERESA ROLAND – CAREER LADDERS PROJECT
	GUEST: CATHERINE SWENSON	GUEST: LINDA COLLINS EXECUTIVE DIRECTOR, CAREER LADDERS PROJECT

ABSENTDIANE

**DIANE HOLLEMS, VP – SOUTH BAY
CAROLE GOLDSMITH – VP-CENTRAL
RICHARD GALOPE, VP-SFBAY**

**MEETING OPENED AT
8:40**

Review and Approval of Pre/Post and GCB October 2010 Minutes

Corine Doughty

ACTION	MSP on October 2010 Board Minutes. Reviewed for presentation to membership in March 2011 the General Business Meeting minutes from October 2010.
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Old Business & Review of Action Items

PRESENTER

DISCUSSION	<p>Hazel Hill asked the group to brainstorm 5 ideas regarding what CCCAOE should be addressing in the areas of CTE. What are the topics we need to be concerned about?</p> <p>Kim Schenk/Hazel Hill - If cuts are required, focus should concentrate on programs rather than classes/people.</p> <p>Jeff Cummings – membership has not bought into the regional model concept. Many members don't know the different groups that make up the membership. The focus needs to be on CTE/EWD and bringing the change forward. CCCAOE Leadership can make effective changes in Sacramento that will change the incentives to perform. The current model incentivizes EWD to silo and break from CTE. Focus on ways to integrate and put the incentive into the system supporting a new structure that encourages us to work together. Need to engage our members.</p> <p>Beth Pratt - recommended we strategize ways to engage our members further.</p> <p>John Means – provide input when issues arise; improve communications; ask membership for input; Rick Ida - North/Far North needs greater collaboration...concern is single campus districts may be sent into receiverships due to state economy.</p> <p>Rick Ida - North/Far North needs greater collaboration...concern is single campus districts may be sent into receiverships due to state economy.</p> <p>Jonathan Lightman – CCCAOE filled a hole at a time when CTE/EWD had no organic voice from the Chancellor's</p>
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Office. The need to deepen the relationship is critical. Two interplays ...Budget & Membership – Regarding budget, the legislature makes decisions based on issues in the policy arena. When that occurs they understand budgeting may be required. There is a gamet of response within the field. People don't understand that they need to engage in the conversation which may require an internal shift.

Jonathan suggests the term Regional Model implies we're imposing something rather than allowing a higher level autonomy. **If we create an "Options/Model for Regionalization or Collaboration" it might allow a higher level of autonomy within the regions. The role of CCCAOE is getting to the end of the road and everything in between. The effort is a process, not a product.**

Jeff Cumming – suggested strategic planning around what the desired outcome is and what it looks like for better relationship between CTE/EWD. What will have the biggest effect and prioritize a list of to-do's that will get us closer together? What does it look like? What are the most critical things to get us to the end result? What needs to happen?

Lyla Eddington – membership has a lack of knowledge regarding EWD. We need to define what we want to do with the dollars and how are we going to deliver those services.

Wheeler North & Hazel Hill – Prop 13 doesn't support the ongoing costs associated with expensive CTE programs.

Board Recruitments/Election – Kim Schenk – Need to recruit new Board members (see positions currently open). Refer to bylaws regarding membership; encourage diversity. Submit nominees names to Kim Schenk. Send name and two bio sentences for use on candidate information page sent with ballots.

WED Professional Certification – Madelaine Wolfe & Kim Schenk – Proposal to develop two separate but related professional development series:

1. Overarching skill set that encompasses:
 - CTE/EWD, i.e., WED Professional Training New CTE Dean Training
2. New CTE Dean Training
 1. Promote and schedule the strands/certifications at our conferences.
 2. The strands would be available to AS once written and available.
 3. Need to find experts to write the curriculum.
 4. Discussed contracting with consultants to write the curriculum.
 5. Beth Pratt– need to integrate " How to work with all the organizations/entities"
 6. Hazel Hill - would like to include job descriptions for those participating in the professional development workshops.
 7. Develop short and long-goals
 8. Offer fall 2011 in strands.
 9. Jeff Cummings – include leadership in the strand; thread it into the Leadership Conference and the Model for Regionalization.
 10. Sid Burks– offer at the Voc. Ed. Leadership conference.
 11. Wheeler North – consider Webinars; grant funding such as Title 1 State Leadership funds.
 12. Lyla Eddington– access Ted.com as informational resources

Legislative Advocacy Survey – Kim Schenk/Jonathan Lightman- We are aware and responding to the states fiscal crisis; advocating funds for CTE and EWD. Is it also important for us to engage legislatures on policy issues pertaining to CTE/EWD such as; what changes to specific statues, state policy or legislation is impeding your ability to be successful in your job?

Survey the membership and ask membership if they are interested in being more involved.

Retiree Recognition –Kim Schenk & Bobbie Edgin –Deadline for retiree recognition from all regions is due February 17, 2011. Thursday lunch for the retirees. Encourage them to attend.

Membership Strategy – Hazel Hill & Kim Schenk
Continued until next meeting

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ol style="list-style-type: none"> 1. Define CCCAOE's role in the Regional Model 2. Plan for regional collaboration using Jonathan's System Regionalization Concept and include key stakeholders. 3. Kim Schenk proposes we come up with communication 	CCCAOE Board Members	



<p>strategy to the membership and do that on an ongoing basis and continue making frequent visits with our legislatures. We're talking about greater efficiency and need to facilitate the conversation/dialogue and communicate with the membership.</p> <ol style="list-style-type: none"> 4. Review the WED Professional Training and its subset. 5. Present the proposed workshops at the regional meetings and ask for feedback and report to Kim and Madeline and before the next Board meeting. 6. Madelaine Wolfe and Kim Schenk flesh out a model for developing the curriculum including costs associated with the project for the March board meeting. 7. Ask Ron Selge for Leadership funds or use CCCAOE funds. 8. And what kinds of social media they would like to see on the CCCAOE Website. 	
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Budget

BETH PRATT

DISCUSSION	<p>Review Current Report – \$112,000 in checking – High Yield close to \$83,000; sinking fund account \$75,000 Total \$270,000.</p> <p>Need to be aware of lobbying expenses regarding 501 (c3) status. Receiving 558 in interest from the High Yield account. "Other" line items includes postage, storage and misc items.</p> <p>Projected Budget – N/A</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Budget Review – MSP	Membership	

Executive Secretary Report

BOBBIE EDGIN

DISCUSSION		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ol style="list-style-type: none"> 1. Help from V.P.'s on collecting delinquent registrations 2. North/Far North, SFBay, and Central each need to come up with 10 hosts for spring conference 3. Appoint individuals to assist in completion of the Board Handbook <p>Motion/Carried/Approved to accept Secretary Report</p>	<p>Regional V.P.'s Representatives from the North/Far North Board Membership</p>	

Bobbie Continued....

DISCUSSION	<p>Handbook for Board Members – Hazel Hill – Handbook is in draft form. The document is fluid and changes yearly. It will be effective June for the following fiscal year.</p> <p><u>Fall 2010 Conference:</u></p> <ul style="list-style-type: none"> • Attendance was in the 260+ range including full-conference attendees and one-day co-presenters. • All bills have been paid; reimbursements for special meeting and AV requests have been received/deposited. The conference generated excess revenue over costs. • Delinquent registrations: Jose Lopez, Imperial Valley College - \$395; Araceley Aguiar, West LA College - \$395; Rick Hodges, Pasadena City College - \$395; Molly Hughes, Cuyamaca College - \$50; Chancellor's Office - \$4787.50. Requesting help from VPs in LA/OC and SD/Imperial Regions to contact the individuals in their regions to help with collections. Communication on-going with Chancellor's Office. • Evaluation Summary has been completed and distributed to Board. • Demographics Summary has been completed and distributed to Board and RC Chairs. <p><u>Spring 2011 Conference:</u></p> <ul style="list-style-type: none"> • Weekly conference calls with Hazel Hill and John Means are keeping the planning on track. • Local assistance is still needed for AV, decorations, sponsors. • Hosts need to be identified by February 4 with ten needed from each N/FN, SF Bay, and Central Regions. South Central Region will be on stand-by for assistance. • Discussion needed on Friday gift give-away. • Several special meeting requests have been received from Career Ladders Project, EWD, and a NSF Grant recipient. Plans are underway for two pre-cons and one Friday activity/ meeting. Only the Career Ladders 	
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Project pre-con will be open to the attendees at a cost of \$25. Additional information will be posted online for registration. Document for description of CLP's pre-con was emailed to Board members.

- Registrations are slowly being received.
- Logo design is being worked on; postcards will be mailed late in January.

Fall 2011 Conference:

- Contract has been signed with Westin Hotel, downtown San Diego, for October 19-21; Board meetings on the 18th and 21st.
- Date information has been shared with Chancellor's Office, Academic Senate, and CCCCIO.

Spring 2012 Conference:

- Site visits were made to Marriott, Westin, and Crowne Plaza in the SFO area.
- Comparison sheet will be provided for decision-making.
- Would like to have contract signed prior to February 15.

Fall 2012 Conference:

- Joint conference with NCWE is not feasible.
- Contract has been signed with Renaissance Long Beach Hotel, for October 17-19; Board meetings on the 16th and 19th.
- Date information has been shared with Chancellor's Office, Academic Senate, and CCCCIO.

Summer 2011 Board Meeting:

- Contract in process for June 7 & 8, Westin Hotel, downtown San Diego.

Closet Cleaning:

- With the approval of President Hazel Hill, older Board Meeting files are being purged and consolidated. To date the years of 1992-1999 have been completed with the agenda, minutes, treasurer's report, and Board roster (if available) being saved and kept in binders.
- Storage facility has been changed saving CCCAOE \$15/month.

Board Handbook:

- No response has been received from Board members regarding the Handbook draft distributed at the October 2010 Board Meeting. There are some areas that need to be completed. Request assistance to complete this project by March Board meeting.

Awards – Sid Burks – No nominations from Bay and Central Regions February letters will be sent out to the winners and copies sent to the PIO, CIO's, CEO's, with a caveat to the regional consortia chairs to honor the nominees.

Ask Sid for the name of the winners....

- Excellence in Teaching – John Loprieno, Moorpark
- Excellence in Leadership – James Custeau, Cuyamaca
- Excellence in Partnership - Auto

Awards ceremony will be on Wednesday during Opening General Session. Sid will seek information on the award recipients.

CCCAOE Website – Corine Doughty – Website analysis – send recommendations for change. Spring Board meeting. Consider our demographic, need to move in the direction of social media. Hazel Hill would like to see a Website that is well organized and easy to use. Create a mock up for CCCAOE March Board meeting.

Update and modernize the website initially. Survey the membership regarding what they would like to see on the website. How do they want it to look? Who will make the updates and changed to the website? Do we want to invest? Can we create a mock website?

Continue the Splash page concept. Consider Google Analytics. Work with Jeff and Catherine.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Complete the awards section in the handbook. Add calendar dates, set up tabs, table of contents, add page numbers, review and update yearly. Hazel Hill will send out a revised draft for review and comment for inclusion at the June meeting. Budget review should be included. Create a mock up of a proposed Website. <ol style="list-style-type: none"> Request help on collection of delinquent registrations. 	Hazel Hill, Board	May 2011



<ol style="list-style-type: none"> 2. Identify hosts from N/FN, SFBay, and Central Regions. 3. Approve site for spring 2012 Conference. 4. Appoint individuals to assist in completing Board Handbook. <p>Need to annotate items requiring change via election, actions, etc.</p> <p>Kim Schenk – President would revise the handbook and work plan and bring to the June meeting with the help of Bobbie.</p>	<p>Kim Schenk</p>	
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V.P. Reports

REGIONAL V.P.'S

<p>DISCUSSION</p>	<p>North/Far North – Jeff Cummings Met twice including video conferencing. AB1140 and Barry Russell participated in the discussion. What is the lag time between first and second 60 unit degree? CID website was discussed. EDPAC meeting is February 3. Discussed Perkins reauthorization. Regional discussion about 1B and 1C funding to fund instructors going to conferences. Should be paid from 1C. Now will have a list of authorized training for 1B use.</p> <p>SF Bay – Beth Pratt/Kim Schenk – First meeting on January 19, conference call. Marketplace meetings ongoing and effective. Currently, Waste Water and Machinist marketplaces are being facilitated. The current Community Collaborative grant (WIP's) requires initiative and/or regional center participation. Timeline meant there was no opportunity to dialogue as a region regarding the WIP's.</p> <p>Central – Carole Goldsmith – Gary Mendenhall retired. North/South Central identifying needs of the health industry and having a unified response. WIB's, Business partners attended the meeting. People going into healthcare need to know more about IT. Looking at IT for Health.</p> <p>South Central – Diane Hollems - The consortium met in October at CCCAOE and on December 10 via CCC Confer. The main focus of the October meeting was discussion of the Regional Model. At that time, and in a subsequent regional steering committee meeting, Region 6 decided that it does not support the existing model in its current iteration as the 8 colleges in the region are already collaborating well on the points listed. This position was also voiced at the Regional Chairs meeting.</p> <p>At the December 10 meeting, dean Maggie Drake from Antelope Valley College presented a special report on Program Discontinuance. She provided the AVC Board policy document which is now posted to the SCRC website.</p> <p><u>New Programs Endorsed within the Region (Vice Presidents only)</u></p> <table border="1" data-bbox="378 1255 1484 1339"> <thead> <tr> <th>College</th> <th>Program</th> <th>Degree/Ctf</th> <th>C</th> </tr> </thead> <tbody> <tr> <td>Allan Hancock</td> <td>Entrepreneurship</td> <td>Ctf</td> <td>acremarosa@hancock.edu</td> </tr> </tbody> </table> <p>LA/OC – Lynn Shaw – The November regional meeting had a robust discussion of the collaborative work of the Workforce Investment Boards and their Community College partners. A summary of the topics and presenters is listed below.</p>	College	Program	Degree/Ctf	C	Allan Hancock	Entrepreneurship	Ctf	acremarosa@hancock.edu
College	Program	Degree/Ctf	C						
Allan Hancock	Entrepreneurship	Ctf	acremarosa@hancock.edu						

- 1. Who were your partners?**
- 2. What was the outcome of the project?**
- 3.** What projects can you identify as a need in your service area to enhance the employment of your clients?
- 4. What role can the community colleges play?**

Orange County

- a. Sandy Barba – Santa Ana WIB
- b. Andrew Munoz – Orange County WIB

Los Angeles County

- a. Yolanda Castro – Southeast Los Angeles County
- b. Maggie Mireles – Los Angeles County WIB
- c. Ellie MacMullin – Verdugo WIB
- d. Erick Serrato – Pacific Gateway
- e. Julie McElroth – Foothill WIB
- f. Robert Mejia – South Bay WIB

The December meeting had a panel discussion of Advisory Boards. This discussion was recorded on DVD for distribution. Each college was also given a copy of the EDGAR reference book.

New Programs Endorsed within the Region

- 1. Golden West College.** Design Certificate of Achievement program. For more information contact Omid Pourzanjani at (714) 895-8792. opourzanjani@gwc.cccd.edu. Approved
- 2. Los Angeles Trade Technical College – Brief overview given by Leticia Barajas, Dean of Academic Affairs and Phil Ellerton**
 - a. A.S. Degree Program – Renewable Energy w/Solar Thermal Emphasis.
 - b. Certificate of Achievement Program – Solar Thermal Installation and Maintenance Technician.
 - c. A.S. Degree Program – Renewable Energy w/Solar PV Emphasis.
 - d. Certificate of Achievement Program – Solar PV Installation and Maintenance Technician.
 - e. A.S. Degree Program – Renewable Energy w/Energy Efficiency Emphasis.
 - f. Certificate of Achievement Program – Energy Systems Technology Fundamentals.
 - g. A.S. Degree Program – Renewable Energy Generation Transmission & Distribution with Powerline Mechanic Emphasis.
 - h. Certificate of Achievement Program – Powerline Mechanic.
 - i. Certificate of Achievement Program – Utility Industry Fundamentals.

For more information contact Leticia Barajas, Dean of Academic Affairs, (213) 763-7385 barajal@lattc.edu. Approved

- 3. Mount San Antonio College.** A.S. Degree Program – Integrated Pest Management. For more information contact Brian Scott, Professor of Horticulture (909) 594-5611 ext. 4539 or bscott@mtsac.edu. Approved

Action Agenda:

- 4. Cerritos College.** Business Administration Minor Certificate
For more information contact Rachel Mason, Instructional Dean (562) 860-2451 ext. 2700, rmason@cerritos.edu or Hy Finkelstein, Professor and Department Chair, Business Administration (562) 860-2451 ext. 2744 hfindelstein@cerritos.edu – Concern was expressed related to the title of the program using the word Minor. There are no minors at the community colleges and it was felt this was misleading for students. Approved based on agreement to title change – remove the word “Minor” to sign off approval after change completed.
- 5. Mount San Antonio College.** A.S. Degree Program – Paralegal/Legal Criminal Specialty. For more information contact Dr. Joumana McGowan, Dean of Business, (909) 274-5140, jmcgowan@mtsac.edu - Approved
- 4. Rio Hondo College.** A.S. Degree Program - Alternative Energy Technology. For more information contact Mike Slavich (562) 463-7368, mslavich@riohondo.edu. Approved
- 5. Saddleback College.** – Gerontology Certificate Program. For more information contact Allison Camelot, Professor of Sociology, (949) 582-4478, acamelot@saddleback.edu. Approved – Clarify Top Code

Desert - Sid Burks - The Desert Region has revised its new program approval process including a new approval letter. Emphasis was placed on the key statement “does not represent unnecessary duplication or programs already in existence at other regional community colleges”.

The Desert region continues to develop strategies to work more effectively with the two WIB’s that serve our region (Riverside and San Bernardino).

The region felt that previous planning retreats were valuable and has scheduled another planning retreat for



February 2-3 in San Diego. The planning retreat allows participants to review the previous year's work plan and develop a new work plan for the current year.

New Programs Endorsed within the Region

College	Program	Degree/Certificate	Contact email
RCCD Norco	Commercial Music	Degree/Certificate	kevin.fleming@rcc.edu
Chaffey	Engineering Technician	Degree/Certificate	sidney.burks@chaffey.edu

San Diego/Imperial – Madelaine Wolfe - The next two meetings in San Diego/Imperial Region (Jan. & Feb.) will include a facilitator leading discussion on how the community college CTE workforce and economic development managers in San Diego and Imperial Counties want to strengthen the collaboration between the colleges' CTE programs and economic & workforce development centers and initiatives. Invitees to the discussion will be all of the community college administrators in San Diego and Imperial Counties leading CTE programs and economic & workforce development centers and initiatives.

The annual competitive mini-grant process is underway, with proposals from colleges to implement projects that focus on regional activities or have a regional impact. Regional projects must serve and/or include more than one college and preferably all colleges in the region or, for discipline specific projects, serve and/or include all colleges having the program. Max funding is \$5,000 per project. All projects must be completed by the end of the Spring semester.

College	Program	Degree/Certificate	Contact email
Imperial Valley	Energy Efficiency Technology	CERT	Efrain.Silva@Imperial.edu

Program approvals for November 8, 2010 included the following:

College	Program	Degree/Certificate	Contact email
Southwestern	Sustainable Energy Studies	CERT	taxsom@swccd.edu
Southwestern	Sustainable Landscape Practices	CERT	taxsom@swccd.edu

Program approvals for November 19, 2010 included the following:

College	Program	Degree/Certificate	Contact email
Imperial Valley	Pharmacy Technician	CERT	efrain.silva@imperial.edu
Palomar	Architecture Technology	CERT	wowens@palomar.edu
Southwestern	CIS – Search Engine Marketer	CERT	taxsom@swccd.edu
Southwestern	CIS – Web Shopping Cart Developer	CERT	taxsom@swccd.edu

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Representative/Liaison Reports

LIAISON'S

DISCUSSION	
	<p>Chancellor's Office – Ron Selge- Absent</p> <p>CCCCIO – John Means – No report</p> <p>EWD – Catherine Swenson on behalf of Ray York. IDRC, JDIF, RTF reallocated using 10-11 funds due January 28, 2011. WIP RFA – process is unclear and vague. BOG approved a large project with Aerospace Manufacturers for 200-500 new jobs using JDIF, RT funds. Companies have committed to hiring trained employees. Colleges involved through the CACT. Data collection system almost complete and ready to implement.</p> <p>EDPAC - Jeff Cummings – New EDPAC Chair, Dr. Patricia Hsieh, San Diego Miramar. 10 CEO openings on EDPAC. Jose Milan was hired by CCCCCO as a consultant. Rick Ida's Department Chair was hired to consult on the high speed rail project awarded to California. CCC's were overlooked for this project.</p>

Academic Senate – Wheeler North – Two big projects: Vocational Leadership Institute coming up in January 2011. Registration filled in six days. Large need for professional development. SB1440 activities underway. Task force met twice trying to address questions. CID is the project pulling together the templates for the agreements including roughly 25% CTE. Flyer developed for dissemination of flyer to AS regarding joint membership in CCCAOE.

CALQUIS Update – waiting for report. Private schools now want to be included in this movement.

CCLC – Rick Ida –

The Senate and the Assembly do not go back into session until January. The Community College League of California’s Advisory Committee on Legislation’s next meeting will be January 22nd, where we will be informed about new legislation. Legislatively, though, since the end of the last legislative session not much has occurred. The California Supreme Court upheld the AB 540 law, which provides “a waiver of out-of-state tuition fees at California’s public colleges and universities for students-regardless of immigration status-who have completed three years at a California high school and have attained a high school diploma, or equivalent thereof”. The Special Session of the Legislature did not produce anything substantive.

Federally, of course the Don’t Ask, Don’t Tell policy was repealed. Unfortunately, the federal Dream Act did not gain enough support from the Senate, and fell five votes shy of bringing the bill to the floor for debate.

Attention to California’s budget is certainly in the spotlight, and there is an appearance that California community colleges and districts are in for a rough ride. Governor-elect Brown has already said that the budget problem could actually be worse than the projected \$25.4 billion deficit, and closer to \$28 billion because of an additional pending tax change at the federal level. If the Governor-elect and his advisors decide to eliminate the deficit over the next 18 months, that could mean a \$500 million hit to California community colleges. For Los Rios CCD, the district would have to absorb about 4% of the \$500 million. Although that is on the table, a more reasonable solution is expected.

Ten days after Governor-elect Brown is sworn into office, he will be presenting his proposed California budget. He has hosted budget forums in Sacramento and Los Angeles.

Regional Consortia –Lyla Eddington - Leadership Thread at Conferences:

The Regional Consortium Chairs are committed to continuing to support 3 – 4 Leadership Breakouts at each conference. For the Spring Conference they are recommending the following:

- 1) Michael Bruinstein as a keynote speaker and then a break out on the new Perkins and future of CTE.
- 2) Chris McCullough is submitting a breakout session on “Hiring Strategies” (said would do it last Friday).
- 3) CTE Teach Project – Greg DiGiovanni to make presentation – I have a copy of that one.
- 4) June Lee – SB 70 and Collaborative CTE Grants and the role of CTE Deans (I see that one on the list but description needs to be changed).

Breakouts to be marked as leadership training.

Regional Consortium Chairs discussion of Regional Model:

An open and honest discussion/report from each region was held at a meeting held on December 6, 2010. It had been the sense of the Regional Model Planning Committee that everyone was not at the same level of support for implementation and therefore the chairs met to discuss feedback from the CCCAOE Conference Regional Meetings. The range of support is from moving ahead with implementation with support of their steering committee and CTE/Economic Development Deans to a lack of seeing any difference from what they are currently doing to total rejection of the concept. There was also a strong sentiment that the quarterly chairs meeting had been devoted to the Regional Model discussion, rather than to consortia business. No decision was reached by the group and the meeting ended with some movement toward support of some of the eleven requirements. There was agreement that a February 9th meeting was premature until further dialogue could be held within each region.

ACTION REQUESTED

1. **Support for Leadership Breakouts as proposed by Regional Consortia.**
2. **Regional Model (Lyla’s Recommendation) – because I don’t have one from the group.**
 - 1) **Utilized “Market Place Model” by allowing those regions who are eager to move ahead to do so. Continue to discuss and share with other regional consortium chairs at their quarterly meeting with CCCC activities and strategies being implemented.**
 - 2) **Utilize VP from regions to work with regional consortium chair to develop strategies for that specific region.**



3) **Call special meeting of CCCAOE Board and regional consortium chairs prior to conferences if need arises.**

Consultation – Hazel Hill/John Means – Check out the agenda and minutes at the Chancellor’s website. Non content area prerequisites are the next discussion item for January 2011 meeting. Hazel read letter from Manual Paine indicating CCCAOE has support at the Capital for CTE.

Curriculum – Sid Burks - SACC considers and discusses a great many issues. The following are highlights that might be of interest to CCCAOE:

- SACC continues to study replacing TOP Codes with the coding system used by the rest of the states. The justifications for converting are compelling but SACC is very concerned with problems that the conversion might cause.
- The BOG will hold hearings soon on SACC’s recommendation to drop the requirement for statistical validation of pre/co-requisites outside of the discipline.
- The Chancellor’s Office has completed the “Curriculum Inventory”. This will give any CCC access to curriculum from any other CCC through CurricuNet. Joe Darin has proposed a breakout for this at the upcoming conference.
- SACC has done a lot of work in cleaning up the regs. for noncredit courses and programs. Stephanie Low has proposed a breakout for this at the upcoming conference.
- SACC is developing a “matrix” to give common meaning to some of the terms and language related to courses and programs. This matrix will eventually be included in the *Program and Course Approval Handbook* (PACAH).

SACC meets once a month and always in Sacramento. I have been attending about half of the meetings in person and the rest by CCC Confer. Pending budget cuts in my district may make it difficult for me to continue attending meetings in person.

NCWE – Nick Kremer - SUMMARY of Region Activities

NCWE has continued the process of professionalizing its operation. Darlene Miller has been named the Executive Director. Darlene has a strong workforce background and most recently was the president of Manchester Community College (NH). She has relocated to Santa Cruz and set up operations there. NCWE has taken over all operations having cordially separated from Ferris State University (Michigan) which previously facilitated conferences and housed the organization’s budget.

The Breaking Through Initiative which NCWE helped launch to bring a focus on so called low-skilled adults has been expanded through support from multiple foundations. NCWE is a part of the GED to College project with Jobs for the Future serving as the lead agency and fiscal agent. Funded by the Gates Foundation, it focuses on states where community colleges are the lead agency for adult education which unfortunately leaves California out. A second project is focused on tribal colleges and is conducted in collaboration with Jobs for the Future and the American Indian Higher Education Consortium with funding from the Wal-Mart Foundation. A third Breaking Through related project focuses on colleges and workforce boards along the Texas/Mexico border. Funding is provided by the Mott foundation.

NCWE appreciates CCCAOE’s changing its conference location to Long Beach for 2012 and is looking forward to finding ways both organizations can take advantage of that. Unfortunately hotel contracts prevented NCWE from changing its meeting dates to be concurrent with CCCAOE.

California is well represented in NCWE. The current president is Phyllis Mcguire from City College of San Francisco, the Region 2 (California, Hawaii and Pacific islands) chair is John Means and I serve as an at large Board member.

The 2011 NCWE national conference will be held in St. Louis from October 16 to 18. It is being held in conjunction with the National Council of Continuing Education and Training. Both organizations are affiliates of AACC.

Perkins Research & Accountability – Hazel Hill – Last meeting discussed Tech Prep and the negotiated Core Indicator levels for Tech Prep. Next meeting January 26, in Newport Beach, CA. Nancy Shulock will be attending the WDI conference to meet with the committee to discuss support and documentation for CTE.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Beth Pratt will ask Kitty for colleges to provide IT and Floral arrangements for Oakland conference at the regional meeting.		



<p>Spell out the acronyms on the flyer for dissemination to Academic Senate</p> <p>CALQUIS waiting for the report to come out and develop our talking points for dissemination and conversation out in the fields. Talk to the legislature once talking points are developed. No CCC representative on the committee.</p> <p>Ask Ron Selge if SACC activities qualify for Perkins funding.</p> <p>Kim Schenk will be the alternate representative for SACC.</p> <p>Discuss the Bureau of Private and Post Secondary Education regarding providing accurate LMI data associated with training programs. Sid and Jonathan to report back on way to become more involved.</p> <p>Hazel Hill will send out a notice about the meeting room location.</p>	<p>CCCAOE President, President Elect and V.P.'s.</p>	
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Conference Planning

JOHN MEANS

<p>DISCUSSION</p>	<p>Career Ladders Project is scheduled as a pre-conference with Linda Collins. Focus on increasing the number of graduated, completers, stackable design, contextualized learning and other strategies for developing lifelong students.</p> <p>Career Ladders Project is Working with EDGE on developing new policy regarding CTE; CDE regarding Adult Ed system collapsing and the CCC's being positioned to take the lead.</p> <p>EWD would like to propose a pre-conference to bring practitioners together discuss best practices and meet the Chancellor's Office.</p> <p>EWD would be a sponsor at the conference. EWD would have primary input into the conference strands.</p> <p>Matrix submitted has 40 breakouts proposed (see attached).</p> <p>Door prizes to be discussed later.</p> <p>Discuss keynotes Hazel been in contact with Martha Kanter's assistant and Hazel's V.P. invited her to be a speaker. Frank Chow – will know by the end of the week. Michael Brunstein to be contacted for fall 2012 conference regarding accountability.</p> <p>Linda Collins will follow up regarding keynote speakers next week.</p> <p>Spring 2012 – First choice is Westin, second is Marriott in San Francisco. Let Bobbie negotiate the best hotel rate</p> <p>Hazel collected the five ideas CCCAOE should concentrate on.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>Conference call on a Thursday to discuss remaining agenda.</p> <p>Spring 2012 – First choice is Westin, second is Marriott in San Francisco. Let Bobbie negotiate the best hotel rate.</p>	<p>Hazel Hill</p>	

Review of Action Items/Secretary Recap

CORINE DOUGHTY

<p>DISCUSSION</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>Next Meeting March 22, 2011</p>	<p>All</p>	<p>N/A</p>

Meeting Adjourn

TIME: 4:00 P.M.