

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

OCTOBER 21, 2011

1:00 PM.-4:00 P.M.

SAN DIEGO, CA

<b>RECORDER</b>	<b>CORINE DOUGHTY</b>	
<b>GUESTS</b>	<b>JOHN CASCAMO – CUESTA COLLEGE AND DAVID GATEWOOD – IRVINE VALLEY COLLEGE</b>	
<b>ATTENDEES</b>	<b>HAZEL HILL - ABSENT</b>	<b>JOHN MEANS</b>
	<b>JONATHAN KING</b>	<b>JEFF CUMMINGS</b>
	<b>SID BURKS</b>	<b>LYLA EDDINGTON - ABSENT</b>
	<b>MADELAINE WOLFE</b>	<b>RICK IDA - ABSENT</b>
	<b>BOBBIE EDGIN</b>	<b>BETH PRATT</b>
	<b>OMID POURZANJANI</b>	<b>CAROLE GOLDSMITH</b>
	<b>WHEELER NORTH</b>	<b>RICH MABERY</b>
	<b>RON SELGE</b>	<b>KIM SCHENK</b>

## Old Business & New Business

PRESENTER

<b>DISCUSSION</b>	<p>Website Survey – All newsletters archived. Corine distributed a survey for the membership to review. Need to communicate through the website. Beth suggested reaching out to the audience using Google.docs and other social media sites.</p> <p>Omid Pourzanjani-Questions to consider: How do you want to be communicated with? What is the most convenient way to disseminate information? Sid Burks –Do we want to commit funds? Rich Mabry – Content is what drives the site. Madelaine – How would you prefer we communicate with you: Email E-Blast Regional Meetings Upgraded website Webinars</p> <p>Jonathan King – needs a Likhert Scale Beth Pratt – Send out the constant contact list. Wants us to have the constant contact to send out the survey or any other message. Need the password for constant contact. John Means – Review the NCWE website for recommendations. Beth Pratt - Constant Contact can segment the market to what our membership wants.</p> <p>John Means/Madelaine Wolfe - Leadership Institute – WED Independent Contractor – Corine Doughty and Lyla Eddington contact Karen Klammer’s references and all were favorable. Madelaine Wolfe spoke with Karen Klammer about the application and SME’s. Karen wants to develop outlines for us to review at the January meeting and will work closely with Madelaine. Karen’s training would include scripting and back notes. Work with Karen Klammer on timelines and progress reports.</p> <p>John Means to discuss with Van Ton Quinlivan regarding left over funds available to support the WED strands. Beth Pratt suggested we do a cost analysis to determine the organizations break even point.</p>
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Need to make it clear that the first year is a pilot and will not incur a cost. All courses after we incur a cost.

Ron Selge as we are critiquing the SSTF and VTQ thought the issue of Veteran’s transcripting units/certificates by granting credit for experience and/or prior learning.  
Jonathan Lightman suggested three items for us to review and make recommendations.  
Wheeler North – address the issue of Basic Skills and integration of CTE.  
Carole Goldsmith – need identify the issues and make recommendations/solutions before November 9.  
Sid Burks – Mira Mar has a mechanism for granting credit for military service and we need to review the process.

Consider the following:  
Process  
Critique – major issue is around assessment and career readiness  
Power of regional approaches and partnerships (who else can provide the basic skills)

Ron Selge – unintended consequences for CTE and EWD.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>MSP to approve spending \$500 for Bobbie and Jim Edgin’s retirement gift. MSP to ratify the amendment to approve the V.P. for S. Central Region – Julius Sokenu MSP Corine Doughty, Jeff Cumming and Beth Pratt will develop the questions and survey the membership; including the date to disseminate. MSP to hire and sign contract for Karen Klammer to develop WED curriculum. MSP to develop three courses in both EWD and CTE each strand for offering in spring 2012.</p> <p>Corine Doughty will establish a contract and send to Madeleine for John’s signature.</p> <p>Friday, January 6, 2012 at 8:00-4:00 PM next Board Meeting Monday/Tuesday, June 11-12, 2012 at Renaissance, Long Beach</p> <p>Set the Strategic Planning date at the January Board Meeting Monthly Meetings to be held the fourth Monday of the month. To be scheduled by Rich Mabry.</p> <p>Student Success Task Force – CCCAOE asked to provide leadership around CTE issues and provide recommendations by November 9<sup>th</sup>. The Board will have a conference call to discuss the membership recommendations and develop a draft and submit input on behalf of CCCAOE. Bay area will submit responses based on a consortium website. Linda Collins indicated she would provide support staffing for assisting in drafting the recommendations. The Regional V.P.’s will gather the recommendations by Tues/Wed for the Board’s consideration.</p> <p>What are the timelines for the next three weeks: All Regional V.P.s send John Mean’s the recommendations by Wednesday, October 26<sup>th</sup> at 5:00 pm Friday, October 28<sup>th</sup>, Jonathan and John develop key talking points for recommendations Email to the board over the weekend of October 29-30 for discussion. Monday, October 31<sup>st</sup> the board conference call to have the conversation with the board to finalize the recommendations. Tuesday, November 1, send out the recommendations to the constituency and ask for additional information from our conversations, campuses, academic senate and comments received no later than November 4<sup>th</sup> Jonathan and John will meet to develop a letter from CCCAOE with the recommendations.</p>	<p>Executive Committee Executive Committee Executive Committee Executive Committee</p> <p>Corine Doughty</p> <p>Rich Mabry</p>	<p>10/18/11</p>

## Post Conference Review

<b>DISCUSSION</b>	<p>Great feedback and comments from the membership. They liked the guest speakers. The topics were relevant which made it so interesting and exciting. Pre-Con was great; 115 paid to attend; partnerships help our attendance and is crucial to bringing new members to the conference.</p> <p>Consider a session for Newbies to welcome them to the organization. People want the green dean training to come back.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
N/A			

## Spring 2012 Conference Planning

<b>DISCUSSION</b>	<p>Leadership: The Next Generation as a theme Sid Burks - Need to recruit speakers that are entertaining and inspiring Break-out sessions – should CCCAOE seek out the strands or have people submit to participate? Some organizations have a presenter rate for two people and if it's more than two they have to pay the full conference price. John Means – most organizations solicit members to submit proposals and ask specific individuals to present. Opposed to cut rates. Omid Pourzanjani – create a list of presentations we want and make exceptions (with parameters such as food &amp; participation). Bobbie Edgin – we have a presenters rate for one day participants. Things to consider is will they eat, participate? Wheeler North – common ingredients such as grants that require participation and others who we want to promote as a future leader or a best practice. Leaders of today have to reinvent themselves for tomorrow. CTE Dean Training</p> <p>CTE funding Enrollment Management Manage Perkins and Tech Prep</p> <p>WED Lay of the land WIB 101 Career Pathways</p> <p>Bobbie Edgin –since the AS Leadership Institute's theme is Leadership, we need to leverage the themes. Can we find Dean's at different levels to discuss the good, bad and ugly.</p> <p>Maintain identity between Academic Senate and CCCAOE. Some programs, breakouts and keynotes might be the same. Want to mix between the two groups.</p> <p>John finalized the MOU with the Academic Senate for the spring 2012 conference. Academic Senate reviews the proposals and makes recommendations for the Board to review in January. Academic Senate cannot pay for keynote speakers except for faculty. They can pay for food. Suggestion is we pay the keynote and AS pays for food. Spring is a pilot. CCCAOE does the registration and website but AS would hand out the badges. Currently, no costs associated with the spring conference.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
<p>MSP: Leadership: The Next Generation as a theme Jeff Cummings will send Sid the contact information for Richard Pimental. Sid Burks to contact Lyla Eddington to submit the leaders institute speakers. John Roueshe – as a prospective presenter at University of Texas. His expertise is Community College leadership. Conference strands:</p>			

<ul style="list-style-type: none"> <li>• Offer Title II B Leadership, EWD's leadership around re-authorization (invite the initiatives) WED and SB70 strands at upcoming conferences.</li> </ul> <p>Invite LinkedIn, Facebook and Apple as they are young entrepreneurs and the next generation.</p> <p>Can we find Dean's at different levels to discuss the good, bad and ugly.</p> <p>Sid Burks – Research at Cal Baptist discussing why faculty chooses to teach.</p> <p>Regional V.P.'s need to discuss the Awards which are due December 9<sup>th</sup>.</p> <p>Discuss changing the bylaws to include 2 year Presidency.</p>		
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**Fall 2012 Conference Planning**

BURKS/ALL

<p><b>DISCUSSION</b> Long Beach, Renaissance Hotel</p>		
<p><b>ACTION ITEMS</b></p>	<p><b>PERSON RESPONSIBLE</b></p>	<p><b>DEADLINE</b></p>

**Review of Action Items/Secretary Recap**

CORINE DOUGHTY/ALL

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

**Meeting Adjourn**

TIME: