



**CALIFORNIA COMMUNITY COLLEGE  
ASSOCIATION FOR OCCUPATIONAL EDUCATION**

605 W. HERNDON AVENUE, SUITE 800-86 ~ CLOVIS, CA 93612-0193

**OCTOBER 22, 2013 Board Meeting  
Minutes**

**Attendees:** Sid Burks, Jeff Cummings, Corine Doughty, Fernando Gonzales, Eva Jimenez, Joyce Johnson, Jonathan Kropp, Rich Mabery, Deborah Mann, Beth Pratt, Stephanie Rodriguez, Julius Sokenu, Salvador Vargas  
**Absent:** Mollie Smith  
**Representatives:** Jonathan Lightman, Wheeler North, Kim Schenk,

**Tuesday, October 22, 2013**

7:30 – 8:30 Continental Breakfast

**1. 8:30 – 8:45 Call to order**, welcome and introductions, review and updates to agenda – Jeff Cummings

**Introduction:** Lucia Robles, Dean of CTE/Workforce Development

**2. 8:45 – 9:00 Review and Approval of July 8 & 11, 2013 Board Minutes** – Stephanie Rodriguez

MSP: Approval of Minutes

**3. 9:00 – 9:15 Review of Strategic Work Plan Action Items** – Jeff Cummings

Strategic Work Plan discussions (reference Strategic Work Plan):

1.1C.Grants - Pursue a start-up grant and possible foundation grant. However, there is a need for the organization to establish a track record. CCCAOE needs to be strategic when pursuing grants such as, James Irvine and Ford; consider collaborating with the AACC and/or Regional Consortia.

Executive Director- It was stated a cash flow is needed to have an Executive Director (ED); discussions and a need for clarification regarding the job duties of an ED was raised; there was reference to the five elements in the ED job description (unclear).

**Action Item:** Corine has contacts that can assist with grant writing and will follow-up.

2A. Reduce Board Time Pressure – Making progress, see Beth's comments under treasure report.

3A. Executive Secretary Functions – January 2014 Board meeting agenda.

4C. Recruit Executive Director – January 2014 Board meeting agenda.

Need to determine salary; consider incentive options

**Action Item:** Sid will work on this.

6C. Board meeting efficiency – January 2014 Board meeting agenda.

**Action Items:** Add 3A, 4C, and 6C to January 2014 agenda.

**Action Item:** Corine will contact Kitty regarding Board training.

7. Build Relationships –

A recommendation to send out monthly messages to the membership regarding regional consortia information, encourage engagement of CCCAOE activities, Legislative day, writing articles, articulating CCCAOE goals and vision. Create a Best Practices page and remind regions CCCAOE's role in each of their areas. How do we best communicate and tap into the Leadership Academy participants interest and skills?



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Action Item: Richard M. send information to regional vice presidents regarding meetings and includes VP's contact information and link to the regional consortia.

Action Item: Corine will broach communication opportunities with the regional VP's.

**4. 9:15 – 10:30 Legislation Update – Jonathan Lightman**

Handouts provided and discussed: AB 86, Little Hoover Commission Recommendations, L.A. Times article (2-year colleges granting 4-year degrees), Finance Bulletin, State Legislative Update, and California CTE Shared Investment Model; new Assembly Board Chair is Nancy Skinner; AB 955 2-Tier System;

Meeting Date: 10/22/13	Location: Riviera Resort & Spa, Palm Springs
Person Submitting Report: Jonathan Lightman and Andrea York	
Office/Region/Committee/Organization: Consultants from FACCC	

**Summary of Activities:**

- 1) Participation in compression planning session with Chancellor's Office on development of differential funding/enhanced funding for CTE. Participation in follow-up conference call to improve concept.
- 2) Andrea York and Jonathan Lightman have met with legislative consultants to discuss legislative landscape for next year in CTE/EWD/Budget/Adult Education. Discussions also ensuing with candidates for legislative office on knowledge base and interest in CTE/EWD.
- 3) Development of monthly date and time for CCCAOE Legislative Committee meetings.
- 4) Professionally assisted Legislative Committee in discussion of national STEM coalition (combining STEM with expansion of H-1B visas).
- 5) Emails to CCCAOE board on legislative developments and new research.
- 6) Andrea York participated in the Leadership Module training on policy (which Jonathan Lightman helped write).

**5. 10:30 – 11:00 Chancellor's Office Update – Debra Jones / Chris McCullough**  
Conference Call with Debra Jones – Overview of SB 1070, 70 and SB 594. SB 1070 Regional RFA sent out week of October 15. RFA emphasis changed from practice to policy to sustainability. Only be 11 grants offered; Focus on regional approach versus individual districts;

Jason Rankindor recently hired to work with regions, Launch board, MIS, and will manage integration of systems.

Geri Griffin recently hired and will manage all legislative reports, hopes to integrate goals in the division, as well as Perkins 1B grants.

Adult Education 25 million (HB 86) - working to modulate certificates; RFA will be out in December; funds will be available for planning; fiscal agents will be K-12 and community colleges. Partnerships to include college credit, non credit for planning and engage all Districts to participate.



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Action Items: Julius recommended all work group conversations be archived. Debra will follow-up to ensure this happens.  
Debra will email will email SB 594 website.

**6. 11:00-11:30 Regional updates  
North/Far North – Eva Jimenez**

Meeting Date: 10/22/13	Location: Riviera Resort & Spa, Palm Springs
Person Submitting Report: Eva Jimenez	
Office/Region/Committee/Organization: North/Far North Region	

**Summary of Region Activities** (and include relevance to CCCAOE Work Plan)

- \* Regional DSN grants awarded and all DSN's are working on their respective projects
- \* Many of the DSN's will be participating in January leadership retreat
- \* Center of Excellence is pulling lots of regional data on current program offerings and labor market needs to determine gaps in priority and emergent sectors
- \* The region is working with their WIB's, especially around the area of Health

**New Programs endorsed within the Region** (Vice Presidents ONLY)

<b>College</b>	<b>Program</b>	<b>Degree/Certificate</b>	<b>Contact Email</b>
Folsom Lake	CIS: Mobile Applications	Cert	vandamd@flc.losrios.edu
Folsom Lake	Geographic Information Systems	Cert	vandamd@flc.losrios.edu

**.ACTION REQUESTED: N/A**

Additional Information: Eva will be presenting a workshop regarding non-traditional careers for women.

**San Francisco Bay Area – Deborah Mann**

Meeting Date: 10/21/2013 (2)	Location: Palm Springs
Person Submitting Report: Deborah Mann	
Office/Region/Committee/Organization: San Francisco Bay Area	

**Summary of Region Activities** (and include relevance to CCCAOE Work Plan)

**Bay Region Sector Strategy Addressed by “Marketplaces”**

BACCC partners with industry, CBO's, WIB's, Foundations, Universities and other interested partners to address SF Bay Area workforce needs in a collaborative manner. We have engaged with and refined this strategy for at least the past 3 years, and have found it very productive. As we are used to working collaboratively, we are well positioned to address regional workforce needs by building non-duplicative, data-driven robust education and training programs. We are also very well positioned to work regionally when responding to RFA's.

Marketplaces are formed as need arises. While none have yet been discontinued, some are not in need of current conversation. Most Marketplaces meet at least once a quarter, some via conference calls.



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**Current Marketplaces**  
**Model started in 2008**

- Industrial Maintenance Machinist/Mechanic (IMMM)**
- Welding – sub-Marketplace**
- Contract Education**
- Healthcare**
- Medical Assisting – sub-Marketplace**
- Entrepreneurship**
- Information Communication Technology/Digital Media**
- New Energy**
- Water/Wastewater**

**Other BACCC Business**

BACCC has initiated one telephone general meeting this semester, and a face to face general meeting on October 10, to discuss upcoming CCCCO opportunities. Representatives from many of our 27 colleges participated. We will continue to discuss opportunities at our regional CCCAOE meeting.

**CTE Employment Outcomes Project**

BACCC continues to lead a statewide CTE Employment Outcomes Project in partnership with the RP Group. Initiated at the spring 2011 CCCAOE Conference, this statewide pilot project seeks to address the current lack of data to validate the impact of CTE programs. This year project administration has been moved to Santa Rosa Junior College. The survey began with 14 pilot colleges/districts in Mar-Apr 2012; 35 colleges/districts during the second year and 45 this year. Individualized reports & data are sent to participating colleges and an aggregate report released to the field.

**New Programs endorsed within the Region (Vice Presidents ONLY)**

<b><i>College</i></b>	<b><i>Program</i></b>	<b><i>Degree/Certificate</i></b>	<b><i>Contact Email</i></b>
Canada College	Recycling & Resource Management (RRM)	Certificate of Achievement	Raj Lathigara (650) 306-3446 <a href="mailto:lathigarar@smccd.edu">lathigarar@smccd.edu</a>
Chabot College	Architecture Technology	Certificate of Achievement	Tom Clark (510) 723-6652 <a href="mailto:TClark@chabotcollege.edu">TClark@chabotcollege.edu</a>
City College of San	Community	Certificate of	Tom Boegel



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Francisco	Health Worker	Achievement	(415) 239-3360 <a href="mailto:tboegel@ccsf.edu">tboegel@ccsf.edu</a>
College of San Mateo	Web and Mobile Application Development	A.S. Degree & Certificate of Achievement	Kathleen Ross (650) 574-6532 <a href="mailto:rossk@smccd.edu">rossk@smccd.edu</a>
Contra Costa College	Biotechnology Assistant	Certificate of Achievement	Katherine Krolkowski (510) 235-7800 Ext. 4518 <a href="mailto:kkrolkowski@contracosta.edu">kkrolkowski@contracosta.edu</a>
Diablo Valley College	Substantial Changes: HVAC	A.S. Degree & Certificate of Achievement	Joe Valdez (925) 685-1230 x2425 <a href="mailto:jvaldez@dvc.edu">jvaldez@dvc.edu</a>
Diablo Valley College	Substantial Changes: Animation Game Design	A.S. Degree & Certificate of Achievement	Susan Lamb (925) 969-2003 <a href="mailto:slamb@dvc.edu">slamb@dvc.edu</a>
Diablo Valley College	Music Industry Studies	A.A. Degree	Kim Schenk (925) 685-1230 x2216 <a href="mailto:kschenk@dvc.edu">kschenk@dvc.edu</a>
Diablo Valley College	Industrial Maintenance Machinist/Mechanic	A.S. Degree & Certificate of Achievement	Kim Schenk (925) 685-1230 x2216 <a href="mailto:kschenk@dvc.edu">kschenk@dvc.edu</a>
Hartnell College	Advanced Diesel Technology	A.S. Degree	Laura Zavala (831) 755-6722 <a href="mailto:lzavala@hartnell.edu">lzavala@hartnell.edu</a>
Laney College	Legal and Community Interpreting	Certificate of Achievement	Inger Stark (510) 464-3224 <a href="mailto:lstark@peralta.edu">lstark@peralta.edu</a>
Los Medanos College	Administration of Justice	Certificate of Achievement	Kiran Kamath (925) 439-2181 x3285 <a href="mailto:kkamath@losmedanos.edu">kkamath@losmedanos.edu</a>
Ohlone College	Fitness Professional	Certificate of Achievement	Chris Warden (510) 659-7382 <a href="mailto:cwarden@ohlone.edu">cwarden@ohlone.edu</a>
Skyline College	Entrepreneurshi	A.S. Degree	Don Carlson



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Skyline College	p/Small Business Management		(650) 738-4362 <a href="mailto:carlsond@smccd.edu">carlsond@smccd.edu</a>
Skyline College	Green and Sustainable Entrepreneurship/Small Business Management	Certificate of Achievement	Don Carlson (650) 738-4362 <a href="mailto:carlsond@smccd.edu">carlsond@smccd.edu</a>
Skyline College	Energy Systems Technology Management w/emphasis in Entrepreneurship/Small Business Mgmt.	A.S. Degree	Raymond Hernandez (650) 738-4221 <a href="mailto:hernandezr@smccd.edu">hernandezr@smccd.edu</a>
Skyline College	Energy Systems Technology Management w/emphasis in Energy Efficiency	A.S. Degree	Raymond Hernandez (650) 738-4221 <a href="mailto:hernandezr@smccd.edu">hernandezr@smccd.edu</a>
Skyline College	Energy Systems Technology Management w/emphasis in Solar Technology and Business	A.S. Degree	Raymond Hernandez (650) 738-4221 <a href="mailto:hernandezr@smccd.edu">hernandezr@smccd.edu</a>
Skyline College	Energy Systems Technology Management in Solar Technology	Certificate of Achievement	Raymond Hernandez (650) 738-4221 <a href="mailto:hernandezr@smccd.edu">hernandezr@smccd.edu</a>



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Skyline College	Energy Systems Technology Management in Solar Installation	Certificate of Achievement	Raymond Hernandez (650) 738-4221 <a href="mailto:hernandezr@smccd.edu">hernandezr@smccd.edu</a>
Skyline College	Energy Systems Technology Management in Residential Energy Efficiency	Certificate of Achievement	Raymond Hernandez (650) 738-4221 <a href="mailto:hernandezr@smccd.edu">hernandezr@smccd.edu</a>

**ACTION REQUESTED: N/A**

**Central – Salvador Vargas Look for report**

**South Central – Julius Sokenu**

Meeting Date: 10/22/13	Location: Riviera Resort & Spa, Palm Springs
Person Submitting Report: Julius Sokenu	
Office/Region/Committee/Organization: Vice President South Central Regional Consortium	

**Summary of Region Activities** *(and include relevance to CCCAOE Work Plan)*

August 8: Chief Business officers from the various colleges of the region as well as CTE deans, project directors, and DSN's participated in a meeting to formulate a regional process /documentation to facilitate the flow of grant monies between colleges. The group agreed on developing an MOU similar to the one College of the Canyons uses for sub award agreements. Peter Bellas, from COC, stated that upon further review by their legal, etc., it seems that an MOU template may not work. They are now looking into a simple contract template that could be modified as needed by various districts. They will get back to us as soon as they can with a follow-up.

September 6: Doing What Matters for the Region meeting hosted by Dr. Dianne G. Van Hook of College of the Canyons. Majority of the CEO's and CIO's from regional colleges attended. Discussion included what economic development deans need from their CEO's and what CEO's need from their economic development deans. Dr. Van Hook offered to take any questions or concerns the region has about the Doing What Matters initiative to the EDPAC meeting on October 30. The region reviewed models for regional collaboration from LA/Orange and San Diego/Imperial County. The meeting concluded with a commitment for the CEOs and CIO's to attend region meetings once a quarter. Those meetings will be dedicated to addressing ways in which we collaborate, cooperate, and communicate on regional funding efforts. The next meeting is scheduled for December 6 in Ventura

September 20: Two 2-day trainings were held at Ventura College and College of the Canyons respectively for Region faculty transitioning from industry to community college; they were well attended. Karen Du Bois identified demand for another session to be held 10/26 and 11/2 at



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Ventura College as well as one at Allan Hancock in the spring. Israel Dominguez, DSN for Entrepreneurship shared entrepreneurship modules with the region and offered to support colleges in their work to incorporate modules into their programs. A robust conversation about contextualized entrepreneurship followed.

September 27: Allied Health deans and directors met with the DSN for Allied Health, John Cordova to discuss regional priorities and collaborations.

**New Programs endorsed within the Region (Vice Presidents ONLY)**

<b>College</b>	<b>Program</b>	<b>Degree/Certificate</b>	<b>Contact Email</b>
Ventura College	Administrative Assistant	Certificate of Achievement	kschrader@vcccd.edu
Oxnard College	Computer Network/IT	Certificate & AS	cguerrero@vcccd.edu
Oxnard College	Admin Assistant	Certificate & AS	cguerrero@vcccd.edu
Oxnard College	Dental Assisting	Certificate & AS	cguerrero@vcccd.edu
Oxnard College	Addictive Disorders	Certificate & AS	cguerrero@vcccd.edu
Oxnard College	TV/Film	Certificate & AS	cguerrero@vcccd.edu

**ACTION REQUESTED: N/A**

**Los Angeles/ Orange – Corine Doughty and \_\_\_\_\_ Julia**

Review direction of I-Training programs and working directly with WIBs. 103 participants attended regional consortia meeting; Bill Scroggins and Von helped to kick-off the meeting. Developing a new on-line system for to vote for new programs on the website. Focus on unnecessary duplication and good LMI. Encourage more alignment of Program Approval process; Process should be faculty to faculty versus deans; Clarification of Navigation Reps role and how they will work with regions; it was recommended to look at the Bay Area “Market Place” meetings model.

**Action Item: Corine will send minutes for LAOC Region**

**Desert – Joyce Johnson**

Offering Advanced Manufacturing and ICT workshops with industry members; attending AB 86 meetings; preparing for Healthcare Advisory meeting;

**Action Item: Joyce will send regional report**

<b>College</b>	<b>Program</b>	<b>Degree/Certificate</b>	<b>Contact Email</b>

**ACTION REQUESTED: N/A**

**South Central – Julius Sokenu**

Meeting Date: 10/22/13	Location: Riviera Resort & Spa, Palm Springs
Person Submitting Report: Julius Sokenu	
Office/Region/Committee/Organization: Vice President South Central Regional Consortium	

**Summary of Region Activities (and include relevance to CCCAOE Work Plan)**





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Oxnard College	Admin Assistant	Certificate &AS	cguerrero@vcccd.edu
Oxnard College	Dental Assisting	Certificate & AS	cguerrero@vcccd.edu
Oxnard College	Addictive Disorders	Certificate & AS	cguerrero@vcccd.edu
Oxnard College	TV/Film	Certificate & AS	cguerrero@vcccd.edu

**ACTION REQUESTED: N/A**

**San Diego/Imperial- Jonathan Kropp**

Meeting Date: 10/22/13	Location: Riviera Resort & Spa, Palm Springs
Person Submitting Report: Jonathan Kropp on Behalf of Molly Smith	



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Office/Region/Committee/Organization: Region 10

**Summary of Region Activities** *(and include relevance to CCCAOE Work Plan)*

The Region 10 Consortium held an on-boarding meeting for the DSN's on August 26. The seven DSN's provided summaries of deliverables for 2013-14. Based on feedback from the DSNs, it was recommended the Consortium organizational structure be modified from Doing What Matter's (DWM) Steering Committee to DWM Sector Task Force, following Workforce Development Committee (WDC) approval.

The Regional Consortium staff and 15 others from the area colleges participated in the CTE Collaboration Planning session on September 6 with the San Diego County Office of Education. The workshop provided an opportunity to learn about Linked Learning and review current and potential partnership opportunities between the community colleges and K-12 district partners. Additionally, presenters gauged the willingness to possibly partner on SB 594/AB 86 Career Technical Education Pathways

The San Diego Workforce Partnership and SDICCCAC Colleges Task Force, Led by Center for Education Policy & Law (CEPAL) at USD are working together in identifying and resolving barriers to collaboration. Additionally, the Consortium is working with the SDWP on allocating funds towards sector based gap analyses.

Despite not having any new programs submitted, colleges from the region did submit the following "new options":

- Cuyamaca College – Business Administration (AS-T Degree) Action approved
- Palomar College – Fashion Design (Cert of Achievement) Action Approved
- Fashion Merchandising (Cert of Achievement) Action Approved
- SD Mesa College- Coding Specialist (Cert of Achievement) Action Approved

Additionally, the Regional Consortium and Workforce Development Committee are continuing to work on program approval processes as well as a form voting structure.

**New Programs endorsed within the Region** (Vice Presidents ONLY)

None at this time.

**7. 11:30-12:00 Excellence Awards** Application process – Eva Jimenez & Deborah Mann  
There was continued discussion regarding the CTE Investment and AB 86 handouts by Jonathan. CTE Shared Investment Model- grant based with State funds and local employer resources; fund administrated by the CCCCCO.

Excellence in Teaching – change application process and clarify #6 on application "a complete package for submission"

Action Item: Kim will develop a rubric with questions which will replace #1 and #2 and send to Board members for review. Questions and one letter of recommendation will be accepted.

Action Item: Rich will update application with changes.

12:00 – 1:00 LUNCH



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**8. 1:00 – 1:15 Board Elections – Sid Burks/Rich Mabery**

Action Item: Sid will work with Rich to establish a date meet regarding Board policy deadlines and forward to Board members.

**9. 1:15 – 2:00 Role of the Treasurer and addition of Deputy Treasurer – Beth Pratt/Jeff Cummings**

Fernando Gonzalez – Corine Doughty  
Letter of Engagement

Treasurer’s report was distributed to Board members.

The CCCAOE board policy allows for an approved person to assist the Treasurer; however it was agreed to hold-off on the Deputy Treasurer position until an Executive Director is hired.

As a reminder, the Chancellor’s grant requires original receipts when submitting for reimbursements; important to monitor auditable items.

Action Item: Beth will follow-up on obtaining written information from the CPA representative to confirm recommendations.

Action Item: Rich will take care of the Whistle Blower documentation for Board members.

**10. 2:00 – 2:30 Representative updates**

Academic Senate – Wheeler North

Discussion regarding Repeatability; support faculty to work with Deputy Sector Navigators; Sid recommended Leadership funds be used for faculty to work DSNs; DSNs need to work with people who have curriculum knowledge; articulation is the purview of faculty members not DSNs.

Action Item: Wheeler will submit a written report.

SACC – Kim Schenk

Meeting Date: 10/22/13	Location: Riviera Resort & Spa, Palm Springs
Person Submitting Report: Kim Schenk	
Office/Region/Committee/Organization: SACC	

**Summary of Activities** (and include relevance to CCCAOE Work Plan)

**Adult Education (AB86):** The Work Group and a Cabinet have been established. The Cabinet meets every Friday. The Work Group is preparing a Request for Application for planning and implementation grants to be issued to regional consortia. Town halls to be held Oct 29-31; solicitation of interest due Oct.22. A “Sounding Board” to guide the planning effort is to be created. CCCAOE representative is a possibility. [www.AB.86.cccco.edu](http://www.AB.86.cccco.edu)

**CCC Curriculum Inventory Implementation:** A fourth programmer is working with the CCCCO to resolve programming issues as they arise. Certificates and degrees were dis-aggregated so that the colleges can get credit for both. CCCCO is urging colleges to “clean up” their inventories (e.g., deactivating courses that aren’t currently offered) to ensure the accuracy of CI data reports and information presented to the public.



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**Program and Course Approval Handbook:** Grade acceptance for Associate Degrees for Transfer (AD-T): Appendix B states that a grade of C or better is required for AD-T courses and that a “P” (Passing) grade is not acceptable for courses in the major (PCAH p. 89 & 123). However, for most (if not all) community colleges, a “P” is the equivalent of a “C” or better. This is also an issue for Advanced Placement, International Baccalaureate, and CLEP grades. There is concern in the field that as stated this policy would prohibit students from using AP/IB/CLEP credit toward AD-T degrees. SACC will proceed to verify CSU policies for acceptance of “P” grades. SACC has recommended that the language about “P” grades be removed from the PCAH. The CO staff will take care of this as technical clean-up.

The current version of the PCAH requires only CSU-GE, IGETC or other university- sanctioned GE patterns as permissible (p. 91 & 144) for degrees that indicate a transfer goal. SACC recommended that for non-ADT degrees that have a transfer goal, local GE patterns also be permitted as an option for students. Catalog language must be developed that is clear to students regarding transfer requirements. Revision of the language in the PCAH will be a technical correction.

**Title 5:** under current uncodified Ed Code, in-service training for fire/police must be face-to-face or synchronous online. This applies only to in-service, NOT academies. This law is an artifact from the days of instructional delivery via television. Ed Code must be changed in order to change title 5. Currently consulting with Fire Marshall, Department of Justice, POST and need to get OSHA involved.

**Legislative workgroup:** request for CCCAOE representation on CO Legislative Workgroup. The workgroup has identified change to Ed Code re: auditing for next legislative session.

**Fee-Based + Credit:** ACCE is working on guidelines for effective/auditable practice for offering fee-based and credit courses in the same time/same instructor methodology.

**Noncredit Progress Indicators:** proposal to add SP (satisfactory progress) to grading options for noncredit. Discussion that it is not necessary. Noncredit should just use existing grades. Proposal to pilot assignment of grades with CDCP noncredit courses only. The implementation of AB 86 and its effect on Adult Education systems is another issue that should be considered. The CCCCO needs to determine, at the Chancellor’s cabinet level, what is required to implement the collection of symbols and the policy implications of taking this action. CO MIS will be invited to December meeting to discuss implications.

**CIP Codes:** SACC needs to address transitioning from TOP codes to the federal CIP classification system. (TOP codes are used only by the California Community Colleges). The CIP classification system includes 53 Program Areas and does not use the term “discipline.” However, the cost of transitioning to the CIP is a complex issue, affecting fiscal, MIS, financial aid and other systems. SACC will discuss development of a transition plan. The CCCCO will follow up with other community college groups (e.g., CEOs, CFOs, CIOs, etc.).

**Cooperative Work Experience:** current regulations state that students may “repeat” occupational work experience courses for up to 16 units. The regulations do not permit repetition in general work experience. This could result in inappropriate use of “leveling.” It was the consensus of SACC members that taking work experience multiple times does not really



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constitute course repetition and that the unit limitation provides sufficient control. The regulations require input. The CO will create a taskforce to develop recommendations. This project will require title 5 revisions, not technical correction.

**ACTION REQUESTED:**

1. **Permission to serve on COOP taskforce if invited.**
2. **Need CCCAOE rep for CO Legislative Workgroup.**
3. **Does CCCAOE have a position on the "SP" grade?**
4. **Who would serve on the AB86 "Sounding Board"?**

CCLC – Sid Burks

Requested funding if he is to represent CCCAOE at CCLC; Joyce will represent CCCAOE.

NCWE – Mollie Smith/John Means

No report

**11. 2:30 – 3:30 Conference Update – Rich Mabery**

Roles & Responsibilities – Jeff Cummings

Jeff requested VPs assist at the conference during check-in, collect meal tickets, and anywhere else needed. Assignments made to introduce various conference speakers.

Rich requested the purchase of projectors for conference break-outs.

MSA: To purchase two projectors and six cable locks.

**Action Item: Rich will purchase approved projectors and cable locks.**

MSA: To purchase a laptop for the Leadership Academy.

**Action Item: Rich will purchase the laptop.**

**12. 3:30-4:00 Spring Conference**

Corine has identified potential keynote speakers for spring 2014, fall 2014, and sp 2015 conference. Spring 2014 conference - Bryce Harris has been confirmed to speak; Kathy Booth and Bahr – will be invited to speak; more discussion regarding future conference speakers.

**13. 4:00 – 4:30 Proposed Future Dates:**

- January Leadership Academy – January 13-14, 2014, Holiday Inn, Sacramento, CA  
**Action Item: Add January 15 for Board meeting**
- January Board Meeting – January 16, 2014 – Holiday Inn, Sacramento, CA
- October (15-17 or 22-24) 2014  
**Action Item: Rich delete 15-17**
- March (18-20) 2015 – CIOs will be meeting during this time; do we want to coordinate around CIO conference? Rich will check-out several sites, Burbank, Manhattan Beach, Anaheim; Rich will send an electronic survey to all members.  
Conference call schedule – Rich will work with Corine.



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Mollie requested an electronic copy be sent to all Board members from AACC requesting workforce development professionals paper a white on Perkin's Reauthorization. There are six questions Mollie is requesting the Board and regional VPs respond.

Mollie/Jeff: Please forward an electronic copy to be sent to above mentioned. (Rich)

**14. 4:40 – 5:00** – Review of the day'; Adjourn until Friday, October 25, 1:00 PM  
Jeff Cummings

**5:15 – 6:15 – Board Reception –**

**6:30 – CCCAOE DINNER LOCATION TBA**



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**OCTOBER 25, 2013 Board Meeting  
AGENDA**

**Friday, October 25, 2013**

**Working Lunch**

12:45 – 1:15 Post Conference Review – Jeff Cummings  
Leadership Academy – Eva Jimenez

1:15 – 1:30 Old/New Business

1:30 – 2:30 Spring 2014 Conference Theme – Educational Balance: Redesign, Reinvent, & Reset –  
Part II

**TIMELINE –**

- Registration online – November 18th
- Keynote Speakers
- Call for Presentation
- Printing support

2:30 Adjourn – Jeff Cummings