

**OCCUPATIONAL DEANS MEETING
SAN DIEGO COMMUNITY COLLEGE DISTRICT, ROOM 272
FRIDAY, MAY 17, 2002**

MINUTES

I. CALL TO ORDER/INTRODUCTIONS

Gonzalo Huerta called the meeting to order at 9:15 a.m.

Those present were:

- Mary Benard, San Diego Miramar College
- Bernadette Black, Cuyamaca College
- Jackie Escajeda, Chancellor's Office
- Judy Fish, Palomar College
- Margie Fritch, SDCCD
- Kay Hartig, Cuyamaca College
- Gonzalo Huerta, Imperial Valley College
- Lois Knowlton, Grossmont College
- Cassie Morton, SDCCD
- Judy Paulter, San Diego Mesa College

II. APPROVAL OF MINUTES OF APRIL 19, 2002

Corrections to Minutes:

- Under Old Business, WIBB should be spelled "WIB"
- Molly Smith should be spelled "Mollie"
- CalWorks should be CalWORKS
- Page 3 and 4 – under New Business, delete information about Deanna Vanwey

Kay agreed to edit the April 19th minutes and re-send them out to the deans.

III. PROGRAM APPROVALS

None.

IV. CCCAOE VICE PRESIDENTS REPORT

None.

V. REGIONAL CONSORTIUM REPORT

a. Regional Consortia Chars meeting with Chancellor's Office

Kay Hartig indicated that she and Bernadette Black met with the Statewide Advisory Committee and the Chancellor's Office last week in Sacramento. She stated that the Statewide Advisory Committees representatives gave a 5-minute presentation on their activities and indicated that they were doing more activities on a wider basis. Kay Hartig asked the Deans if anyone was interested in receiving any of the Statewide Advisory Committee's information, and Cassie Morton

indicated she would like to see the information on Business. Kay Hartig mentioned that the regional consortium will be inviting each representative on the Statewide Advisory Committees from Region X to participate on the Steering Committee.

Kay Hartig informed the group that the Special Populations and Business collaborative grants did not get funded. She stated she asked Kim Perry at the Chancellor's Office meeting if that would lead to an augmentation to the Regional Consortium's grant, and Kim Perry indicated "no" and that they will be re-releasing the RFA. The grant award is \$300,000 to conduct statewide activities.

Gonzalo Huerta stated that the Industry Technology Statewide Advisory Committee was doing a project on TOP Codes. Kay mentioned that TOP Codes Recommendation was on the Statewide Advisory Committee meeting's agenda, however, it was not discussed at that time.

Kay Hartig stated that each Regional Consortia's Chair gave a 5-minute report of the Consortium's activities for 2001-2002 at the Statewide Advisory Committee meeting.

Kay Hartig indicated that Vicki Morrow attended the Regional Chairs meeting with the Chancellor's Office, and she mentioned that they still had no idea on what was coming out at the May revise and indicated that they did not have any intention of taking money away from existing Economic Development Centers. The group showed some concern about the budget cuts and how not knowing which areas will be cut breaks the continuity of services.

b. Professional Development – Final Invoice

Kay Hartig reminded the Deans that their professional development invoice for \$2,000 is due May 31st.

Kay Hartig informed the group of a new committee she is participating on called "Workforce Alliance" which consists of representation from college presidents, administration, and industry representatives. She stated that at the SDICCCA meeting in June, they are inviting industry representatives to come and make a presentation on each industry cluster: Visitor, Telecommunication, Electronics and Computer, and Bio-Med. Kay indicated she would get the official names of the groups and send them out to the deans. She stated that if anyone was interested in participating on the Workforce Alliance committee, to contact their college president.

Mary Benard indicated that their president came back from the Workforce Alliance meeting and mentioned how her name was brought up at the meeting as incoming Chair of the Occupational Deans, and was asked to

attend the SDICCCA meeting in June. Mary Benard agreed to represent the Deans at the SDICCCA meeting.

Kay Hartig stated that it was agreed that the chair of the dean's committee would sign the program endorsement applications, and stated that Vicki Morrow from the Chancellor's Office has requested a memo be sent to her telling her of our process.

VI. CHANCELLOR'S OFFICE REPORT

Jackie Escajeda, Tech Prep

Chancellor's Office

- ❑ The VEST report was emailed to the deans prior to the meeting.
- ❑ The Chancellor's Office is currently processing new applications for Tech Prep. The 2001-02 final reports are due August 31st. The instructions are on the Chancellor's Office website.
- ❑ School-to-Career – they are currently reviewing the RFAs for assembly bill 1873 for additional funding (\$200,000). Those eligible for additional funding were local partnerships that had received school-to-career funds.
- ❑ The Department of Labor is having a national conference in Anaheim on August 20 – 22, 2002, on “One Stop Partnerships”, which Region VI (California) will be hosting. For more information, go to their website at: www.calworkforce.org

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

a. IWITTS

Lois Knowlton distributed a website handout for The Institute for Women in Trades, Technology & Science (IWITTS). She suggested having a representative from IWITTS conduct a one day workshop for professional development and invite counselors, high school counselors, and key faculty and chairs.

Lois Knowlton indicated that last year they used their mini-grant funds for women in law enforcement and only had one woman complete the program. Gonzalo Huerta also indicated that there is no support for males in nursing and needed to allow for support and suggested having mentors. Kay Hartig asked the deans if they had any other ideas for professional development for next year, and Gonzalo suggested to check and see if there was anything nationwide discussed at the CCCAOE conference.

Lois Knowlton recommended having the Occupational Deans and CIOs meet together, and Mary Benard replied that “we should find a common issue to discuss rather than inviting them to participate at these meetings.”

Gonzalo Huerta suggested asking the CIOs on what they want to meet on as well.

b. Representation from Colleges

Gonzalo Huerta emphasized the importance of having a representative from each community college attend the Occupational Deans meetings, or to send an alternate in one's absence. He suggested writing to the CIOs and CEOs of each college with their representative's information for the Occupational Deans committee, and ask the CIOs and CEOs to help facilitate their attendance. Kay Hartig also suggested asking the deans to submit the name of an alternate representative who would attend the Occupational Deans committee on their behalf. Mary Benard recommended sharing this information with the CIOs and presidents of the colleges.

c. Chair Elect

Mary Benard will be the chair of the Occupational Deans starting in September. It was agreed to select the chair-elect at that time when we had more representation from the colleges.

IX. ANNOUNCEMENT/OTHER ITEMS/ADJOURNMENT

The 2002-2003 tentative calendar for Occupational Deans, Economic Development Practitioners and Steering Committee meetings was distributed to the group. Each dean was asked to review the dates to make sure the meeting dates did not conflict with holidays or their college's spring break.

Cassie Morton announced that she will soon be the dean at San Diego City College.

The meeting was adjourned at 11:30 a.m.