

**OCCUPATIONAL DEANS' REGIONAL MEETING at CCCAOE CONFERENCE**  
**MARCH 3, 2005 at 2:00pm**  
**HOLIDAY INN CAPITOL PLAZA IN SACRAMENTO**

**MINUTES**

I. Welcome/Introductions

Fred Allen

Armando Abina – SD City College  
Carrie Clay – Grossmont College  
Cassie Morton – SD City College  
Chuck Wiseley - CCCCCO  
David Forsythe – Palomar College  
Fred Allen – Grossmont College  
Judy Fish – Palomar College  
Kathy Pulse - CCCCCO  
Leonard Fabian – Imperial Valley College  
Madelaine Wolfe – Cuyamaca College  
Majeda Nasrawi – SD City College  
Mary Wylie – Southwestern College

Michelle Turner – Cuyamaca College  
Mollie Smith – Palomar College  
Nancy Helt – San Diego Community College  
District  
Patricia Centurione – SD City College  
Richard Bettendorf – SD Miramar College  
Rita Campo-Griggs – Palomar College  
Stan Schroeder – Grossmont College  
Teri Safranek – Palomar College  
Thomas Plotts – Palomar College  
Wilma Owens – Palomar College

II. Approval of Minutes from

Fred Allen

- February 11, 2005

Motion: That the Minutes from the February 11, 2005 meeting be approved with corrections from Chuck Wiseley. Motion made by: Mary Wylie. Seconded by: Cassie Morton. Voted on and approved unanimously.

III. Program Approvals

Verbal - MiraCosta College  
Homeland Security for Public Safety Officials - Certificate  
Computer Forensics - Certificate

Eileen Kraskouskas

Michelle Turner mentioned that she received this information from Eileen Kraskouskas via email and Eileen would provide additional information at a later date.

Verbal - San Diego Miramar College  
Fire Prevention - Certificate  
Fire Protection Advanced - Certificate  
Driver Operator Basic - Certificate  
Basic Driver Operator - Certificate  
Driver Operator - Certificate  
Fire Protection Basic - Certificate  
Rescue - Certificate  
Fire Technology - Certificate  
Fire Protection - Certificate  
Fire Administration - Certificate

Richard Bettendorf

Richard Bettendorf stated that the above certificates would later be distributed electronically to the Occupational Deans.

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**IV. CCCAOE Report**

Mollie Smith stated that she had quite a few things to discuss in her CCCAOE Report. First, the CCCAOE Committee is planning the conference for spring 2006. They wanted to ask the regions what they thought about having a conference at the Asilomar Conference Center. The Fall Conference is being held in San Diego. The only concerns about holding the conference at Asilomar were that it is a high cost facility and that the location is hard to get to from the airport.

Mary Wylie mentioned that there were few legislative participants at this conference and stated that may be a topic of discussion at future conferences. Fred Allen suggested that we add on the agenda for the next Occupational Dean's meeting that we should get a group together to meet with local San Diego legislators about issues affecting our colleges and programs.

Second, the CCCAOE received 22 award nominations this year. Mollie asked the group for suggestions for improvements. Mary Wylie stated that she would like to see more programs honored. She also mentioned that the time was a major factor for submitting these applications. Wilma Owens mentioned that some regions conduct regional awards and then submit the winner. Fred Allen requested that this topic be placed on the May Occupational Deans meeting agenda.

Third, Mollie distributed the AB 1417 Performance Reporting Project. She mentioned that this document includes information on district, system, and core indicators. Nick Kramer will present this information tomorrow at the roundtable discussions. This document replaces the Partnership for Excellence information.

Fourth, Mollie stated that the Call for Presentations would be sent on March 15 and due May 10.

Fifth, Mollie mentioned that at breakfast tomorrow morning there would be roundtable discussions on 13 different topics to include VTEA by Chuck Wiseley and Ron Selge, Homeland Security, Apprenticeship, Conjoint Programs by Mary Wylie, Instructional Technology, Program Review, Special Populations, AB 1417, Leadership, Programs, Community Based Training and Contract Education.

**V. JSPAC Report**

- Special Pops Workshop, Friday, April 15<sup>th</sup> at Grossmont College room 342 from 1pm to 4pm

Mollie Smith stated that the spring conference held in February was very successful with Larry Robin as the guest speaker. The JSPAC Committee is looking to acquire more funds to allow more individuals to attend future conferences. Mollie mentioned that the regional workshops around the state are for practitioners to learn specific strategies when working with special populations. The San Diego/Imperial County meeting will be held at Grossmont College on Friday, April 15.

**VI. Program Improvement Workshop Discussion**

Fred Allen stated that 55 individuals attended the workshop held last Thursday and Friday on Student Learning Outcomes. He mentioned that the follow-up workshop would be held on April 21. Michelle Turner would send out flyers soon. Stan mentioned he believes what she would do for the follow-up is review where individuals had problems, barriers and what were their next steps.

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Stan Schroeder mentioned that we have some unobligated funds available to hold another workshop with Norena prior to June 30, 2005. Stan suggested that Norena replicate what she did before on a smaller basis. After much discussion, the committee agreed to repeat a day and half workshop in addition to the follow-up workshop. Stan would contact Norena to find out her schedule.

**VII. CIO Debrief**

Fred Allen mentioned that the Occupational Deans had a short meeting with the CIOs. Pam Deegan, Chair of the CIO's, suggested that the Chair of the Occupational Deans Committee meet with her periodically to keep her abreast of information shared at the Occupational Deans meetings.

**VIII. Request for mini-grant augmentation - Southwestern College**

- Regional Symposium on Environmental Technologies to Educate and Recruit Special Populations

Mary Wylie stated the upcoming "Regional Symposium on Environmental Technologies to Educate and Recruit Special Populations" presented by Cuyamaca and Southwestern College is requesting additional funds to cover the costs for lunch for high school attendees. Motion: That this mini-grant receive an augmentation up to \$1,700 for meeting materials and supplies. Motion made by: Mollie Smith. Seconded by: Cassie Morton. Voted on and approved unanimously.

**IX. Regional Consortium Report**

- Looking for a Career Brochures
- Professional Development, Student Learning Outcomes Event, Mini-grants due by May 21

Stan Schroeder stated that the Workforce Leaders Institute is having their annual conference at the UCLA Conference Center in Lake Arrowhead on April 13-15, 2005. He mentioned that funds are available for each college to have two representatives attend. The guest speaker is Skip Anderson. Stan stated that there were only 24 slots available. If someone wants to attend, he/she would need to fill out the registration form and submit a \$100 check, which would be returned upon completion of the conference.

Stan mentioned that we update the "Looking for a Career" brochures every year and last year we printed 100,000. He stated that he would like to increase our web presence by linking specific programs with active college web sites. Chuck Wiseley stated that we could link with LMID to show what jobs are available for which program. Stan asked the deans to start reviewing their websites in preparation of updating the brochures and Region X Consortium website.

Stan mentioned that there would be a RFA Bidder's Workshop sometime in April regarding possible funds for Nursing. Details about the workshop would be sent later to the deans.

Stan mentioned that the Regional IT 'Save the Date' flyers were emailed last week to educators and industry representatives. He requested that the Occupational Deans forward additional names to Michelle Turner for the IT mailing list.

Stan mentioned that the Occupational Outlook release is coming out soon. The Workforce Partnership would provide information to Michelle Turner who would distribute at the April meeting.

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Stan reminded the deans that invoices are due for mini-grants, students learning outcomes and professional development by Friday, May 20, 2005.

Mary Wylie stated that Scott Finn would present his mini-grant about "Refining the Career/Technical Program Matrix Project" at the May Occupational Dean's meeting.

**X. Chancellor's Office Report**

Chuck Wiseley stated that the VTEA local applications should be posted on the web soon. He stated that the CCCCO are only requesting the signature pages and district budgets. All of the other documentation would be placed in the audit file. He stated that all eight requirements would need to be met this year for new programs. He suggested that colleges plan on using the same VTEA funds as last year. Chuck mentioned that they are looking at doing monitoring visits again to check that activities were completed.

Chuck mentioned that the House is moving forward with the bills we had last year. Career Technical Education is important. We may see a decrease but not sure what that may be, however 2005-2006 would not be impacted. He stated that Tech Prep looks like it is rolling over into the basic grant since these funds are no longer earmarked.

Kathy Pulse mentioned that they would have grant opportunities for 2005-2006. The Economic and Workforce Development Conference would be held on April 19-21 at the Hyatt Conference Center in Irvine. Kathy suggested going to the CCCEWD website for additional information and registration. She mentioned that the multimedia and entertainment initiatives would have their awards on April 15.

**XI. Old Business**

**XII. New Business**

**XIII. Announcements/Other Items/Adjournment**

***Next meeting: April 15, 2005 in room 272 at SDCCD. Southwestern Center/Initiative Director presentations.***