

**OCCUPATIONAL DEANS' MEETING
SAN DIEGO MIRAMAR COLLEGE - A-201
POLICE ACADEMY CONFERENCE ROOM
FRIDAY, SEPTEMBER 16, 2005
MINUTES**

I. Welcome/Introductions

Al Taccone

Al Taccone, Dean of Division II - Instruction, Cuyamaca College
Cassie Morton, Dean, Business, Information Technology and Cosmetology, SD City College
Fred Allen, Senior Dean of Business & Professional Studies, Grossmont College
Gail Prentiss, (for Eileen Kraskouskas) MiraCosta College
Gonzalo Huerta, Dean of Instruction for Applied Sciences, Imperial Valley College
Michelle Turner, Coordinator, SD/Imperial Counties Regional Consortium, Cuyamaca College
Otto Lee, Dean, School of Business, Computer Studies & Technologies, SD Mesa
Randy Barnes, Acting Manager, Economic & Career Development Services, SDCCD
Richard Bettendorf, Dean, Tech Career, SD Miramar
Stan Schroeder, Regional Consortia Chair, Cuyamaca College
Trish Axsom, Dean, Tech & Human Services, Southwestern College
Wilma Owens, Dean, Career Technical & Extended Education, Palomar College

II. Approval of Minutes from May 13, 2005

Al Taccone

Motion: That the Minutes from the May 13, 2005 meeting be approved. Motion made by: Gonzalo Huerta. Seconded by: Fred Allen. Voted on and approved.

III. Program Approvals

MiraCosta College

Gail Prentiss

- Early Intervention & Inclusion - Certificate - 1st Read

Gail Prentiss stated that this information was sent electronically for review.

Palomar College

Wilma Owens

- Alcohol and Other Drug Studies (AODS) - Verbal

Wilma Owens stated that this was a certificate in the Psychology program. Previously, students received certifications from other agencies. She would forward the program approval for review prior to next meeting.

SDCCD- City College

Randy Barnes

- Licensed Vocational Nursing, Certificate - 1st Read

Randy Barnes provided the program outline. He mentioned that LVN was through ROP and they currently hired a Director at City College. There was currently a faculty opening. This program would be presented to the Nursing Board in February. This program currently has a maximum of 30 students.

- Electrical Lineman, AS Degree - 1st Read

Randy Barnes provided the program outline. He stated that this was a program within SDG&E for an associate degree. They have had this as an apprenticeship program for many years. He stated that this is currently listed as a certificate in the San Diego City College catalog.

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San Diego City College

Cassie Morton

- Retail Management - AS Degree - Verbal

Cassie Morton stated that this was presented earlier as a certificate but would like to offer it as an associate degree.

San Diego Miramar College

Richard Bettendorf

- Diesel, Engine Repair, Cummins - Verbal
- Diesel, Engine Overhaul, Cummins - Verbal
- Aviation Maintenance Technology, Private Pilot Studies - Verbal

Richard Bettendorf stated that these programs were part of the clean-up process. Cummins was added in the interim with the Diesel Engine Repair focusing on diagnosis and repair that is not requiring overhaul. The Aviation Maintenance Technology program was being offered to private pilots who wanted to know more about aviation maintenance based on self-interest or wanting to become a better consumer. This program was not toward AP Certification.

IV. Election of Vice Chair for FY 05-06

Al Taccone

Al Taccone stated that we have a nomination of Otto Lee to become the incoming Chair. He opened the floor for further nominations. Fred Allen moved to close the floor and Randy Barnes seconded. Otto Lee is the Incoming Chair by unanimous vote.

V. CCCAOE Report

Wilma Owens

- CCCAOE Award Nominations
- SDIC Representatives for CCCAOE
 Charting the Course - Occupational Education Strategic Plan
- Registration
- Gifts
- Backup Hosts (we need two more)

Wilma Owens stated that for those who have not registered for the upcoming CCCAOE to please do so. She also provided flyers about the event for interested parties. She stated that the CCCAOE Award Nominations will be posted on the CCCAOE website and a reminder would be given during the October conference. She encouraged everyone to acknowledge those whose work should be recognized. Awards would be issued during the Spring CCCAOE conference. She requested to have two individuals attend the Charting the Course event at CCCAOE in October to look at the strategic plan. She distributed the workshop strand matrix, which lists dates, times, discussion, presenter and host information. Mary Wylie was appointed as one of the representatives. Richard Bettendorf volunteered to be the second volunteer to assist with the strategic focus. Wilma stated that she would contact Kim Holland with the names of the San Diego/Imperial Counties representatives. Wilma stated that Mollie Smith is requesting colleges to provide gifts for door prizes at the end of the conference. Michelle Turner will forward an email to the Occupational Deans requesting that they contact Mollie with information about their donation. Wilma requested to have two additional volunteers to be backup hosts during the CCCAOE conference. Al Taccone and Richard Bettendorf volunteered to have their names added to the list.

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VI. JSPAC

Wilma Owens

- Annual JSPAC Conference February 22-23, 2006

Wilma stated that Mollie Smith is the JSPAC Co-Chair. She distributed the JSPAC Conference flyer to those present and stated that the conference brochure would be distributed soon. The location is still in Sacramento at the Capital Plaza Holiday Inn.

Wilma distributed the Chancellor's Office Academic Affairs and Educational Services Statewide Leadership flyer about the noncredit adult education alignment project. According to Wilma, she is representing CCCAOE on this task force. She requested that if anyone on the Occupational Deans Committee has issues or questions that they would like presented to this task force to contact her with that information. The first meeting would take place on September 30.

VII. Workforce Leaders Institute - April 4-6, 2006

Stan Schroeder

Stan Schroeder stated that the Workforce Leaders Institute would take place in San Ramon this year instead of at Lake Arrowhead. He encouraged folks to attend this event if they were stepping into a leadership role. The actual brochures would be distributed soon.

VIII. Regional Consortium Report

Stan Schroeder

a. JSPAC - Regional Workshop

Stan Schroeder stated that Grossmont College has taken over as fiscal agent for the JSPAC Committee. He mentioned that every year the JSPAC holds two regional workshops to discuss special population issues. This year the presenter would be bringing a case of materials from the Serve Library. These workshops usually only last for 3 hours and he requested a volunteer college to host this event. Richard Bettendorf volunteered to check into facility support at San Diego Miramar College.

b. SLOAC Regional Workshops

Stan requested that the deans review the information provided by Chuck Wiseley regarding the SLO Workshops for 2005-2006. He requested feedback as to what type of activity this group feels would be more helpful in the region and when to have this workshop take place. After much discussion, the group decided to ask Norena Badway to conduct the "Advanced Workshop - Closing the Loop on Assessing and Improving Student Learning Outcomes" with one slight modification to link this information to the accreditation process on Friday, November 4, 2005. The location would be determined later. The group also decided that the fall workshop would focus on "Conduct a Departmental or Disciplinary Focus on Assessing and Improving Student Learning Outcomes".

c. FY 05-06 Professional Development activities

d. Out-of-State Travel with Region X Consortium Funds

Michelle Turner distributed the calendar of Professional Development activities for 2005-2006 and distributed the purchase orders for \$3,000 to each college representative. The funds are for faculty, counseling and deans to attend professional development activities. The final invoice and documentation must be sent to Michelle Turner by Friday, May 19, 2006. Stan Schroeder reminded everyone about the need to get Chancellor Office approval prior to any out of state travel to occur using Regional Consortium funds.

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e. Mini-grants RFP & Review Schedule

Stan Schroeder distributed the mini-grant RFP and requested the group to review and provide modifications and/or changes to the RFP. Al Taccone suggested removing the following "The Dean will forward to Michelle Turner via email . . ." since it might cause some confusion for those submitting the RFP. Michelle Turner would distribute the revised mini-grant electronically to the deans electronically.

f. Looking for a Career Brochure: Websites (Demo)

Michelle Turner conducted a slide presentation to show improvements to the San Diego/Imperial Counties Regional Consortium website for the dean's review and approval. She would forward a list of links for each college program to the deans for review prior to changing the Regional Consortium website.

IX. Old Business

Stan stated that Cheryl Mason would be doing a presentation on LMI information at the CCCAOE conference in October during the regional meeting. Additionally, Mark Cafferty from BIOCUM would be conducting a presentation on BIOCUM and Biotechnology Education and Training. He suggested postponing the Youth Mapping presentation until November.

X. New Business

Richard Bettendorf stated that Aviation Maintenance was located at San Diego Miramar campus and Montgomery Field. Montgomery Field is currently in the process of overhauling their facility, therefore the rent would increase. Richard was unsure whom to speak with regarding an idea to move this program to Gillespie Field. Fred Allen suggested having his college vice president contact Grossmont College vice president to discuss since the vice president from Grossmont has had many conversations with the head of Gillespie Field. According to Wilma, SDICCCA has language about this collaboration. Richard also mentioned that San Diego Miramar College is considering a program for Motorcycle Technician. Richard stated that they are currently reviewing LMI information.

Randy Barnes stated that San Diego Community College District has hired Sharon Rhodes as dean. She would be going to the governor's meeting today and the CCCAOE Conference in October.

Gail Prentiss stated that MiraCosta is currently applying for one of the WIA grants for nursing. Trish Axsom stated that Southwestern College was applying for one as well for High Growth in the Auto Services Technology area.

XI. Announcements/Other Items/Adjournment

Next meeting: October 19, 2005 at 3pm at the CCCAOE Fall Conference at the Four Points Sheraton San Diego