

**OCCUPATIONAL DEANS' MEETING  
CCCAOE REGIONAL MEETING  
FOUR POINTS SHERATON HOTEL - PALM A  
THURSDAY, OCTOBER 20, 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  
Charity Lazzari, Coordinator, JSPAC, Grossmont-Cuyamaca CCD  
Charlene Atkins, VTEA Coordinator, SD City College  
Cheryl Mason, Labor Market Analyst, EDD  
Chuck Wiseley, VE Specialist, CCCCCO  
Curtis M. Dowds, Industry Liaison, CACT, SD City College  
Dave Forsyth, Business Education Department Chair, Palomar 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  
Gracie Fowler, Professor-Dept Chair, Palomar College  
Jean Kaput, Coordinator, MiraCosta College  
Jennifer Lewis, Project Specialist, Cuyamaca College  
Judy Fish, Director, ROP, Palomar College  
Kathy Pulse, Econ Dev Specialist, CCCCCO  
Lynne Ornelas, Associate Dean, Tech Prep, San Diego CCD  
Margie Fritch, Dean, Health Science/Public Service, SD Mesa College  
Marie Ramos, Dean, Cuyamaca College  
Mark Cafferty, Director, Workforce Development, BIOCOM  
Mary Wylie, Dean, Economic Development, Southwestern College  
Michelle Turner, Coordinator, SD/Imperial Counties Regional Consortium, Cuyamaca College  
Mollie Smith, Director, Occupational and Noncredit, Palomar College  
Nancy Helt, Counselor, San Diego CCD  
Otto Lee, Dean, School of Business, Computer Studies & Technologies, SD Mesa College  
Pat Schwerdtfeger, Dean, Palomar College  
Randy Barnes, Acting Manager, Economic & Career Development Services, San Diego CCD  
Sharon Rhodes, Dean, San Diego CCD  
Stan Schroeder, Regional Consortia Chair, Cuyamaca College  
Teri Safranek, Director Workforce & Comm Dev, Palomar College  
Tom Plotts, Director, Public Safety, Palomar College  
Vivian Bogue, Director, REBRAC, Cuyamaca College  
Wheeler North, Academic Senate for CCC, SD Miramar College  
Wilma Owens, Dean, Career Technical & Extended Education, Palomar College  
Yvonne Bergland, Dean, SD Mesa College

**II. BIOCOM and Biotechnology Education and Training**

Mark Cafferty, BIOCOM

Mark Cafferty distributed and discussed BIOCOM. BIOCOM is the industry and trade association for Southern California's biotechnology and life sciences community and currently has 450 members. He discussed some labor market information for the San Diego area. San Diego is known as a work-class site for education and research. Skills of workers not a specific set of skills that we need because of being very specialized. High level of education and frequent education are necessary to continue in biotechnology. Opportunities for the community college system include manufacturing, which is offered

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at MiraCosta College; certifications for lab and technical skills; Associate degrees in biology and chemistry; and introduction to biotechnology courses. Mark stated that they received grant funds to create a website. He reviewed key areas of the BIOCOMM website as well as provided key contact information.

**III. Labor Market Information**

Cheryl Mason

Cheryl Mason stated that the Labor Market Information website, <http://www.labormarketinfo.edd.ca.gov/>, was recently revised. She reviewed the web pages that she felt were most useful for educators to include occupational profiles, area profiles, link to employers, licensure and training program information. California projections are the same as the national system from 2002-2012. There is also a data library available. It lists the occupation by type, soc code, based employment, forecast employment, employment change, average annual job openings, median hourly wage and education/training. She recommended using the excel format to download and sort this information by relevance. She warned that projections could be more optimistic than what is actually going to happen in the area. The local occupational information is available in PDF format but is only for a select list of careers. Cheryl stated that individuals could obtain additional information about an occupation by clicking on the occupation and following the link to the O-Net. Chuck Wiseley stated that he had already emailed to Michelle Turner for distribution the one page San Diego County snapshot. He also stated that CCCCCO has contracted with LMID to connect TOP Codes and map with the provided occupational information. Cheryl also stated that they are able to list jobs by gender and age using the LED and linking to IRS, SSA, and census data. Chuck mentioned that there is also a way to profile a geographic area to find out where individuals work and where they live when planning future college programs. Michelle Turner will forward the link to this website to all attendees.

**IV. Approval of Minutes from September 16, 2005**

Al Taccone

Motion: That the Minutes from the September 16, 2005 meeting be approved with corrections. Mary Wylie stated that under the CCCAOE section that the reference to Mary Wylie showed interest be removed because she was not at the meeting therefore could not have shown interest. Motion made by: Wilma Owens. Seconded by: Gail Prentiss. Voted on and approved unanimously.

**V. Program Approvals**

**New Programs**

Cuyamaca College

Al Taccone

- Business Database Management - Verbal

Al Taccone stated that this program was not in his division. This is an interdisciplinary degree for 35 to 40 units in Business and CIS to create a CMBA major. He stated that they could have to add one or two courses in CIS for this program.

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Palomar College

Wilma Owens

- Alcohol and Other Drug Studies (AODS) - 1st Read

Wilma Owens emailed this program approval to the deans for review. This program is in the Behavioral Sciences division and would be a certificate. Currently teaching in the psychology department and being credited by outside sources, now the college would offer as a certificate.

SDCCD- City College

Randy Barnes

- Licensed Vocational Nursing, Certificate - 2nd Read
- Electrical Lineman, AS Degree - 2nd Read

Motion: Programs Endorsed. Motion made by: Mary Wylie. Seconded by: Wilma Owens. Voted on and approved unanimously.

Southwestern College

Irma Alvarez

- Hospitality and Tourism Management Emphasis (AA/Transfer) - Verbal
- Hospitality and Tourism – Culinary Arts Baking and Pastry Emphasis (Cert/AS) - Verbal
- Hospitality and Tourism – Travel and Tourism Emphasis (Cert/AS) - Verbal
- General Insurance Emphasis (Cert/AS) - Verbal
- Advanced Electronic Communication Systems with Microwave Techniques Program (Cert/AS) - Verbal
- Medical Assistant - Clinical (Cert/AS) - Verbal

Mary Wylie stated that the Hospitality and Tourism programs were grouped with San Diego State University degree program. The Electronics program was meeting a need for businesses to provide training for new employees. The clinical program would be articulated with the high school but may not be able to teach a bilingual program. Margie Fritch stated that San Diego Mesa College had concerns about the medical program since they are currently working on 3 program that have new curriculum that is in direct conflict with the programs offered at Southwestern. According to Margie, the faculty at San Diego Mesa College has contacted Irma Alvarez to discuss low enrollment. She suggested that San Diego Mesa College and Southwestern have an impact meeting prior to providing these programs for a first read. Margie will work with Irma to arrange this meeting. Fred Allen requested that Grossmont be included in the discussion. Mary stated that she was not sure if the General Insurance program was related to BESAC. Otto Lee and Cassie Morton requested a meeting to discuss the relationship.

**New Option**

Palomar College

Wilma Owens

- Administration of Justice - Investigations (AA) - Verbal
- Administration of Justice General (AA) - Verbal
- Fire Technology General (AA) - Verbal

Wilma Owens stated that these program approvals were existing certificates but wanted to add a new option for an Associates degree. She stated that she also wanted to mention other verbals for certificates in BESAC Insurance and Dance.

San Diego City College

Cassie Morton

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- Retail Management - AS Degree - 1st Read

Motion: Program Endorsed. Motion made by: Wilma Owens. Seconded by: Mollie Smith. Voted on and approved unanimously.

San Diego Miramar College

Richard Bettendorf

- Diesel, Engine Repair, Cummins - 2nd Read
- Diesel, Engine Overhaul, Cummins - 2nd Read
- Aviation Maintenance Technology, Private Pilot Studies - 2nd Read
- Aviation Maintenance Technology, Professional Pilot - 2nd Read

Motion: Programs Endorsed. Motion made by: Fred Allen. Seconded by: Mollie Smith. Voted on and approved unanimously.

VI. CCCAOE Report

Mollie Smith

Mollie Smith stated that "Call for Presentations" would be available on October 24. Award Nominations would be available next week. The spring conference would be at the Sir Francis Drake Hotel in San Francisco. Registration and hotel information was located on the CCCAOE website. She recommended that individuals register early. Mollie stated that tomorrow morning they would again have roundtable discussions to include VTEA, Apprenticeship, Nursing, Non-credit, Program Review, Leadership, SB70, Programs and Special Populations. The CCCAOE By-Law Revisions were distributed. Mollie mentioned that they completed four strands of "Charting the Course" during the conference and they would present the ideas created out of these meetings at the spring conference.

VII. JSPAC Membership

Mollie Smith

Mollie Smith distributed the JSPAC Conference flyers and mentioned that this event would be February 22 and 23. Elizabeth Wallner mentioned that CDE, CCCCO, JSPAC and SCOE worked together to bring professional development opportunities throughout different regions around the state. This year's workshop focuses on two-way learning to include a primer on barriers that students from special populations face daily and a session on effective practice sharing. This year's workshop would be broken into two sessions 9am to noon and 1pm to 4pm. Participants include K-Adult, community colleges, ROP/ROCP, counselors and one-stops.

VIII. Chancellor's Office Report

Chuck Wiseley

Kathy Pulse distributed the Economic and Workforce Development newsletter via email. According to the newsletter, the centers received more funds. It also showed the draft of the augmentation and the three components of the Economic and Workforce Development plan.

Chuck Wiseley distributed the Career Technical Education update. This document lists upcoming due dates, information about SB70 RFA, VTEA IC 2005-2006 Augmentation and MIS Reporting as well as upcoming events.

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- IX. Regional Consortium Report
- a. SLOAC Workshop
  - b. Mini-grant reminder

Stan Schroeder

Stan Schroeder distributed the Workforce Leaders Institute flyer and stated that this event would be from April 5-7 at the San Ramon Valley Conference Center. He mentioned that this was a very popular event and recommended that individuals make their reservations early. He also reminded everyone about the upcoming SLOAC Workshop on November 4 at the Red Lion Hanalei Hotel.

X. New Business

Mary Wylie requested to add Fire In-service Classes to the agenda for November 18. Fred Allen requested to add Military programs.

- XI. Announcements/Other Items/Adjournment
- Next meeting: November 18, 2005*