

**OCCUPATIONAL DEANS' MEETING
CCC CONFER
NOVEMBER 17, 2006
MINUTES**

I. Welcome/Introductions

Otto Lee

Al Taccone, Dean of Division II - Instruction, Cuyamaca College
Daria Davis, Administrative Secretary, Vocational Education, MiraCosta College
Diana Avila, Counselor/Coordinator (CTECS), Southwestern College
Gonzalo Huerta, Dean of Instruction for Applied Sciences, Imperial Valley College
Kathy Pulse, Economic Development Specialist, CCCCCO
Lynne Ornelas, Associate Dean, Workforce and Economic Development, San Diego CCD
Mary Wylie, Dean, Continuing Education and Economic & Workforce Development, Southwestern College
Michelle Turner, Coordinator, SD/Imperial Counties Regional Consortium, Cuyamaca College
Otto Lee, Dean, School of Business, Computer Studies & Technologies, SD Mesa
Thomas Plotts, Director of Public Safety Programs, Palomar College
Wilma Owens, Dean of Career, Technical & Extended Education, Palomar College

II. Approval of Minutes from October 19, 2006

Otto Lee

Motion: That the Minutes from the October 19, 2006 meeting be approved as corrected. Motion made by: Wilma Owens. Seconded by: Mary Wylie. Voted on and approved unanimously.

III. Program Approvals

New Programs

MiraCosta College

Daria Davis

- The Business of Music Certificate - **Verbal**

Daria Davis stated that the Business of Music Certificate is for 18 units and requested by the National Association of Music Merchants (NAMM). NAMM is located in Carlsbad and is guiding this program to prepare individuals in careers such as music management; retail, and manufacturing and distribution.

- Video and Media Design - **Verbal**

Daria Davis stated that Video and Media Design is a 27 unit certificate of competency. MiraCosta College already has a similar program under IMT however the focus of this program would emphasize new media such as broadcasting through the internet, cable and DVD. This program would enable students to gain employment in areas as Video Editor, Camera Operator, Special Effects Artist or Corporate Broadcasting.

Imperial Valley College

Gonzalo Huerta

- Electrical Wiring Technology (AS degree) - **Verbal**
- Building and Construction Technology (AS degree) - **Verbal**
- HVAC Technology (AS degree) - **Verbal**

Gonzalo Huerta stated that these are currently certificates at Imperial Valley College which are being developed into AS degrees. Mary Wylie stated that she attended a wonderful presentation at Morse High School in San Diego about Construction and Engineering that Sweetwater High School wants to duplicate. She stated that it might be a good feeder for these programs. Michelle Turner stated that she had the contact information for Morse High School and would forward this information to Gonzalo. Otto Lee wanted to know if any of the programs would possibly become an apprenticeship program. Gonzalo stated that Electrical Wiring may as a possible program with Imperial Valley Irrigation.

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Southwestern College

Mary Wylie

- Medical Assistant – Clinical - Basic/Intermediate/A.S. degree - **Action**
- Medical Office Management- Basic/Advance/A.S. degree - **Action**

Mary Wylie requested feedback regarding these previously submitted programs. Wilma Owens stated that she sent this information to her medical staff within Palomar and received no questions or concerns. Otto Lee stated that Margie Fritch at SD Mesa thought it was needed in our region and had no questions.

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

IV. CCCAOE Report

Tom Plotts

Tom Plotts reminded everyone that the next CCCAOE Conference would be held at the Holiday Inn Capitol Plaza in Sacramento on March 14-16, 2007. Registration is now open for anyone interested in attending. Currently there is a "Call for Presentations" with a deadline date of December 7, 2006. The presentations focus on categories which include Teaching & Learning, Accountability & Accreditation, Economic and Workforce Development, Leadership & Collaboration, Strategic Planning & other issues as well as WIB Partnerships. Tom also mentioned about award nominations for Excellence in Teaching, Excellence in Leadership and Excellence in Partnerships. He stated that he would forward additional reminders to Michelle Turner for distribution and mentioned that additional information could be obtained at www.cccaoe.org.

V. JSPAC

Diana Avila

Diana Avila stated that the JSPAC Conference would be held in Sacramento on December 6 and 7. She mentioned that she received great resources and information from the Woman at Work organization that other committee members may find helpful and would forward that information to Michelle Turner for distribution.

VI. CCCCCO

Kathy Pulse

Kathy Pulse stated that she had nothing to report on for Career Technical Education and that Chuck Wiseley was currently in Phoenix regarding Perkins IV. Economic and Workforce Development is currently working on intent to award information for the SB 70 grant Faculty and Counselor Work Experience. Their department is also working on short term and regional initiative center grants. Kathy stated that they received information that the SB 70 funds allocated for the Teacher Preparation Pipeline RFA were to be used solely to address the need for additional K-16 Career Technical Education (CTE) instructors with strong math and science competencies. Therefore, they needed to rescind and then reissue this RFA to reflect the K-16 CTE instructor need only. Mary Wylie requested information on who to contact to obtain readers comments for submitted Strengthening Career Technical Education Programs proposals. Kathy Pulse would forward additional information about the Teacher Preparation Pipeline and who to contact about readers comments to Michelle Turner for distribution.

VII. Regional Consortium Report

Michelle Turner

Mary Wylie stated that the Tech Prep Regional Consortium Project is not competitive, however a RFP must be submitted by December 1, 2006 in order to receive the 15 month grant for \$415,000. Maureen Gevirtz would be the Project Director and the Regional Consortium would be the fiscal agent. The focus is on a regional process template for sequencing from high school, ROP, adult education, community colleges and 4 year institutions. They would work on creating a template for others to follow as well as best practices.

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Grossmont Cuyamaca Community College District - Multimedia
Imperial Valley College - Manufacturing
MiraCosta College - Biotechnology
Palomar College - Fashion and Interiors
San Diego Community College District - Public Safety

Michelle Turner stated that Kim Holland from Citrus College is bidding on a funding opportunity for Basic Skills: English as a Second Language Professional Development grant. She is working with Norena Badway and Norton Grubb regarding providing professional development throughout the state. The purpose of this program is to develop the areas of credit and non-credit basic skills and ESL instruction. It aims to improve curriculum, supply student support services and address professional development needs of administrators, faculty and staff. The Regional Consortium would assist with arranging a location for this workshop in Region 10.

Michelle Turner also mentioned that the promo clip that was shown at the last meeting would be sent to four television stations (CW, Fox, KFMB and KPBS) to be used as a public service announcement. Dana Quittner is reviewing the letter that would be sent along with a copy of the tape.

Otto Lee mentioned that Robin Carvajal and Phyllis from the San Diego Community College District are working on the Career Academy project. This proposal would provide an external view and framework about the Career Academy. He stated that if anyone was interested in participating to contact Robin Carvajal.

VIII. Old Business

IX. New Business

Career Training and Education (CTE) Administrator -
2008-2012 Perkins State Plan Resource Group

Mary Wylie

Mary Wylie suggested that we provide a regional representative to this group. Wilma Owens stated that she sent an email to request additional information if this was the same group that Chuck Wiseley mentioned at the last Occupational Deans meeting. She already volunteered to be the representative for our region. Otto Lee stated that he would take this request for action and find out more information.

X. Announcements/Other Items/Adjournment

Next meeting: December 15, 2006