

**OCCUPATIONAL DEANS' MEETING  
CCCAOE CONFERENCE – CATHEDRAL CITY  
THURSDAY, OCTOBER 11, 2007  
MINUTES**

I. Welcome/Introductions

Bruce McDonough, Palomar College  
Carrie Clay, Grossmont College ROP  
Charlene Atkins, San Diego City College  
Chuck Wiseley, CCCCCO  
Jane Signaigo-Cox, San Diego Continuing Education  
Fred Allen, Grossmont College  
Gonzalo Huerta, Imperial Valley College  
Jennifer Lewis, Cuyamaca College  
Lynne Ornelas, San Diego CCD  
Mary Wylie, Southwestern College  
Maureen Gevirtz, Grossmont-Cuyamaca CCD  
Mollie Smith, Palomar College  
Nancy Helt, San Diego City College  
Norma Bean, Palomar College  
Otto Lee, San Diego Mesa College  
Paul Kelly, Palomar College  
Randy Barnes, San Diego City College  
Richard Bettendorf, San Diego Miramar College  
Stan Schroeder, Grossmont-Cuyamaca CCD Auxiliary  
Trudy Gerald, San Diego City College  
Wilma Owens, Palomar College

II. Approval of Minutes from September 14, 2007

Motion: That the Minutes from the September 14, 2007 meeting be approved with corrections.

Motion made by: Fred Allen. Seconded by: Randy Barnes. Voted on and approved unanimously.

III. Program Approvals

*New Programs*

MiraCosta College

- Radiation Protection Technician (RPT) (Cert) – **1<sup>st</sup> Read**

Michelle Turner mentioned that Al Taccone requested to have this program move for approval to fulfill a grant obligation. Motion: Program Endorsed. Motion made by: Fred Allen.

Seconded by: Otto Lee. Voted on and approved unanimously.

Palomar College

- Early Intervention Assistant (Cert & AA) – **Verbal**
- Early Intervention Teach (Cert & AA) – **Verbal**
- Infant/Toddler Teacher (Cert & AA) – **Verbal**
- Working with Families (Cert & AA) - **Verbal**

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Wilma Owens mentioned that these verbals were part of the course clean-up from CCCCCO. Moved to first read for the November's meeting and implement in the fall.

San Diego Miramar College

- Motorcycle Maintenance Technician Program (Cert & AS) – **2<sup>nd</sup> Read**

Motion: Program Endorsed. Motion made by: Wilma Owens. Seconded by: Fred Allen.  
Voted on and approved unanimously

Southwestern College

- Transportation and Logistics Management (Basic/Intermediate/AS) – **1<sup>st</sup> Read**

Mary Wylie mentioned that this program was developed based on interest when doing a regional grant in logistics. This program has a GIS/GPS component.

*New Options*

Southwestern College

- Database Design and Programming (Cert & AS) – **1<sup>st</sup> Read**
- Virtual Office Professional (Basic/Intermediate/AS) – **1<sup>st</sup> Read**
- Legal Office Management (Basic/Intermediate/AS) – **1<sup>st</sup> Read**
- Legal Office Professional (Basic/Specialty/AS) – **1<sup>st</sup> Read**
- Legal Office Professional – Bilingual (Basic/Specialty/AS) – **1<sup>st</sup> Read**
- Culinary Arts – Culinary Skills (Cert/Advance/AS) – **1<sup>st</sup> Read**
- Mobile Electronics (Cert) – **1<sup>st</sup> Read**
- Payroll Clerk (Cert) – **1<sup>st</sup> Read**

Mary Wylie mentioned that these program approvals would be 1<sup>st</sup> reads at the next meeting in November.

IV. CCCCCO Report

a. CTE Update

Chuck Wiseley

Chuck Wiseley distributed the Career Technical Education newsletter. He mentioned that 1<sup>st</sup> quarter reports were due October 25 and the JACCTE will meet on October 16, 2007.

The Perkins IV workshops have been scheduled for each region with San Diego/Imperial Counties workshop taking place on February 8, 2008. Chuck suggested that college teams consist of CIO's, Occupational Education deans, researchers, MIS personnel and others associated with accountability of career technical education and Perkins funds. Mary Wylie suggested that CCCCCO send a letter to the CEO's about the Perkins training and/or Chancellor to urge them that the following individuals should attend the session. Stan Schroeder suggested contacting the CIOs to find out if they would like to have their meeting in the other room. Wilma Owens stated that Berta Cuaron was the Regional CIO and would talk with her about this upcoming event. Mary Wylie would talk with members of SDICCCA.

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He mentioned that the CTE Unit would like to remind everyone including faculty of the availability of reports on CCCCO website about the earnings of community college students. The wage reports for leavers and completers are available for statewide, district and college levels and complement the labor market information reports.

EWD and SB70 quarterly reports will be online by the 29. The passwords were emailed to the Project Director and Coordinators.

V. CCCAOE Report

Richard Bettendorf

Richard Bettendorf reminded the group that CCCAOE Award nominations would be due by December 7 for the spring conference. He also requested that each member contact their college IT department to ensure that the CCCAOE emails are not being blocked. The fall 2008 conference would be held in San Diego at the Holiday Inn by the Bay on October 22-24. The spring 2008 conference would be held at the Holiday Inn Capitol Plaza from Mary 12-14. The theme is Leadership and Collaboration with the North/Far North being the host region.

Richard requested regional input regarding the following two topics. The first topic was hiring a liaison to be our advocate on various committees as well as provide our message to various groups. Expect to pay \$25, 000 for the first year on as needed basis for travel costs and such to attend various meetings. Mollie Smith mentioned that under the 501C3 status the CCCAOE organization cannot have a lobbyist in accordance with the law. The consensus of the regional committee was the concept of such a person was a good idea, however would like to have more information and review an actual job description. The second topic concerned the new Perkins State Plan and concerns about the split of funds and methodology used to calculate funding. Richard asked how the landscape had changed since the split was developed. According to the lunch presentation, 67% are not coming to a community college. Mary Wylie and Wilma Owens agreed that the K-12 system needed CTE funds to improve what is not working as well as engage in career pathways starting at K-12 then continue to community colleges. A suggestion was made that there must be a career pathway in order to receive funding. Additionally, conjoint and capstone courses are more expensive that community colleges should receive higher level of support and possible additional funding. The group recommended funding high cost/high growth programs; continue to create career pathways; and creating a true collaboration between the high schools and community colleges.

VI. JSPAC

Stan Schroeder distributed the JSPAC postcards for the upcoming November 7-8 Conference at the Holiday Inn Capitol Plaza in Sacramento.

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VII. Regional Consortium Report

Stan Schroeder mentioned that the Workforce Leaders Institute would be April 8-10, 2008 at the PG&E Center, San Ramon. Ron Crossland would be the presenter and talk about Innovation.

He distributed information and flyers about the Bay/Interior Bay regional project to showcase their website bayareacareerguide.org for students to gain information about career options and college programs within the San Francisco Bay area.

Stan stated that CCCCCO has asked the consortiums to assist with providing information in support of certain areas of the Strategic Plan. The consortia would identify, collect and collate brief descriptions of activities that are in support of the following goal areas of the Strategic Plan: C1 – Coordination of Statewide Workforce Programs and Policies, C2 - Career Pathways, C4 - Regional Collaboration Through Multi-Agency Networks, and C5 - Defining and Addressing Long-Rang Economic and Workforce Trends. Two types of activities would be included - those of the consortium itself and those self reported out of colleges, districts or partnerships. These reports would be created and submitted to CCCCCO by January 19, 2008.

VIII. Old Business

a. Allied Health County wide meeting

Lynne Ornelas stated that the agenda for the Allied Health County wide meeting was sent via email. This initial meeting would allow faculty and chairs to talk about faculty recruitment and retention; clinical placement issues; workforce diversity; grant funding opportunities; legislation; and high school connections. Bob Yarris and Lynne Ornelas would provide more information and outcomes to the Occupational Deans Committee.

IX. Announcements/Other Items/Adjournment

*Next meeting: November 16, 2007 through CCC Confer*