

**OCCUPATIONAL DEANS' MEETING  
SAN DIEGO MESA COLLEGE - A-102  
FRIDAY, MAY 9, 2008  
9:00am to 12:00pm  
MINUTES**

I. Welcome/Introductions

Al Taccone, Dean, Career Technical Education, Mira Costa College  
Chuck Wiseley, Vocational Education Specialist, CCCCCO  
Diana Avila, Counselor/Coordinator, CTECS, Southwestern College  
Fred Allen, Senior Dean, Business & Professional Studies, Grossmont College  
Jane Signaigo-Cox, Dean, Career-Technical Education, SD Continuing ED  
Lynne Ornelas, Dean, Workforce & Development Program, SDCCD  
Mary Wylie, Dean, Continuing Education, EWD, Southwestern College  
Michelle Turner, Coordinator, SD/IC Regional Consortium, Cuyamaca College  
Otto Lee, Dean, School of Business, Computer Studies & Technologies, SD Mesa College  
Randy Barnes, Dean, Business, Info Tech, & Cosmetology, San Diego City College  
Stan Schroeder, Chair, SD/IC Regional Consortium, Cuyamaca College  
Thomas Plotts, Director of Public Safety Programs, Palomar College

II. Approval of Minutes from April 18, 2008

Motion: That the minutes from the April 18, 2008 meeting be approved. Motion made by: Al Taccone. Seconded by: Fred Allen. Voted on and approved unanimously.

III. Occupational Deans Committee Calendar 2008-2009

Michelle Turner distributed and reviewed the 2008-2009 Occupational Deans Calendar. Stan Schroeder suggested that he, the Chair of the Deans and Michelle contact the Economic Development Initiative Directors about conducting presentations about their centers during various deans meetings. Michelle was tasked with updating the Directors list with the appropriate contact and distribute to the deans upon completion.

IV. Program Approvals

*New Programs*

MiraCosta College

- Generic Registered Nursing – 1<sup>st</sup> Read
- Digital Photography – 1<sup>st</sup> Read

Al Taccone moved the above program requests to the next meeting.

Palomar College

- Computer Science (with emphasis in video gaming) – Action

Motion: Program Endorsed. Motion made by: Al Taccone. Seconded by: Lynne Ornelas. Voted on and approved unanimously.

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Southwestern College

- Community and Economic Development  
(Basic/Intermediate/A.S./A.A.) - 1<sup>st</sup> Read

Mary Wylie moved the above program request to the next meeting.

*New Options*

MiraCosta College

- Dance Instructor—Certificate of Achievement – Verbal (<18 units)
- CIS Programming Applications—Certificate of Achievement – Verbal (new options)
- Songwriting – Certificate of Achievement - Verbal

Al Taccone reviewed the list of the new courses being developed for these new options.

Southwestern College

- Legal Interpretation – Basic (English/Spanish) (Cert) – Action
- Legal Interpretation – Intermediate (English/Spanish) (Cert) – Action
- Computer Systems Intensive Certification Training - Basic (Cert) – Action

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

Mary Wylie stated that Southwestern College is working on a new program for Medical Lab Technician and more information would be forthcoming later in the year.

V. CCCCCO Report

Chuck Wiseley mentioned that Jack Scott is the new Chancellor. He stated that the TOP Code count by college had bad numbers due to a bug in the new code; therefore he stated that colleges should only include information from the district aggregate in their applications. Chuck stated that notifications of substantial approval or fully approved would be sent by June 30 for both the application and the five-year plan.

VI. CCCAOE Report

Michelle Turner mentioned that the next CCCAOE conference would be in San Diego in October. Stan Schroeder reminded everyone about bringing prizes for the upcoming conference. Michelle stated that the last conference presentations were on the website for downloading. If individuals have recommended changes to the CCCAOE website they should forward that information to Bobbie Edgin. Fred Allen mentioned that he is working with the Grossmont College MIS department to ensure that any certificate under 3 units be included in the count in order to show exactly how many students are gaining skills through Grossmont College for employment. According to Chuck, Stephanie Lowe wanted a waiver for these short term

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certificates especially if the law requires it for employment. Fred mentioned that a discussion needs to take place with the CCCAOE Board regarding a possible breakout session about short-term certificates required for employment.

**VII. JSPAC**

- a. Conference – December 3-4, Holiday Inn Capitol Plaza, Sacramento

Diana Avila stated that she is the new co-chair for the JSPAC Committee and suggested the region nominate another person to take over her previous duties as the regional representative. Fred mentioned that he would like to have Carl Fielden to become the JSPAC regional representative. The conference would be in Sacramento December 3-4 and as always attendees can request reimbursement by the JSPAC Committee. The committee is planning a pre-conference workshop about STEM by Mimi Lufkin; however this would have to be paid for by the participants. Mary Wylie and Fred Allen suggested notifying early and maybe tie this workshop to the Perkins Plan. Mary also suggested that they reserve 5 slots per college as an incentive to get individuals to attend. According to Diana, this pre-conference workshop would be archived.

Otto Lee suggested outreaching to other groups during their conferences about special populations and the JSPAC Committee. Michelle Turner suggested contacting Rita Jones and Susan Coleman about their experience with outreaching for the Career Development project.

**VIII. Regional Consortium Report**

- a. Looking for a Career brochure revisions

Michelle Turner stated that revisions are underway and suggested that if there were additional changes to send them to her via email. She would send out the final proof for review by the deans upon receipt. Michelle mentioned that she has been in contact with the Southern representative for Second Chance which is a legislative act that helps ex-offenders gain the necessary skills to obtain employment. He requested to have additional copies of the 'Looking for a Career' brochures. She also mentioned that she sent him the list that was created by San Diego Workforce Partnership which shows which occupations would hire ex-offenders.

- b. Website revisions

Michelle suggested that if there were any website revisions to send those to her for implementation.

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c. Final Reports (May 16)

Michelle mentioned that she has received many receipts for reimbursement for professional development and mini-grants. She suggested that for those who haven't turned in their request to do so immediately in order to ensure that our accounts clear. Additionally, she reminded everyone to send the information necessary for the Regional Consortium final report.

Stan Schroeder mentioned that Mollie Smith and Kim Schenk went to a legislative conference on Monday to engage in the legislative advocacy with CCCAOE. He mentioned that a new RFA for the Workplace Learning Resource Center due August 1 for \$205,000 focused on contract Ed with 5 projects linking after school programs to career technical education. Grossmont and City were interested in this project.

IX. Old Business

There was no Old Business for discussion.

X. New Business

a. Incoming Chair Elections

Motion: To elect Lynne Ornelas as the incoming Chair of the Occupational Deans Committee for 2009-2010. Motion made by: Al Taccone. Seconded by: Gonzalo Huerta. Voted on and approved unanimously.

b. Collaboratives

Stan Schroeder asked for an update regarding the SB70 Collaboratives where \$350,000 goes to the regions. Gonzalo Huerta mentioned that Imperial Valley has tried to set up a meeting with the other group but unsuccessful. COD is going to do medical and utilities and IVC is going to do utilities and something else. Al Taccone mentioned that Palomar and MiraCosta submitted a plan but not sure what were their clusters. Lynne Ornelas stated that San Diego submitted a plan and their clusters were manufacturing, solar energy, biotech, and GIS. They were also extending the middle school project with the San Diego area city schools. GCCCD submitted a plan with Southwestern, however Mary Wylie mentioned that Southwestern did not put any clusters into the plan instead her vision was setting up the structure to bring career pathways. However when she met with Natalie Ray, who was already working on Allied Health, they chose to continue with Allied Health for the collaborative.

XI. Announcements/Other Items/Adjournment

*Next meeting: September 19, 2008*