

**REGIONAL CONSORTIUM CHAIRS/SYSTEM OFFICE**

**RETREAT**

**Minutes**

**July 10, 2007 - 10:00 A.M. to 4:30 P.M.**

**Hilton Garden Inn  
Sacramento/South Natomas  
Pine Room A & B  
2540 Venture Oaks Way, Sacramento, CA**

I. Welcome – Stan Schroeder, Chair SD/IC Regional Consortium

Chuck Wiseley, CCCCCO  
Diane McKnight, North-Far North Region  
Donna Stearns, CCCCCO  
Gary Mendenhall, Central Region  
Jeanine Schoemer, CCCCCO  
Julie Pehkonen, Desert Region  
Kay Falconer-Boger, South Central Region  
Linda Zorn, North-Far North Region  
Lyla Eddington, LA/Orange County  
Michelle Turner, SD/IC Region  
Robin Harrington, CCCCCO  
Ron Selge, CCCCCO  
Ron Vito, Desert Region  
Sharon Wong, CCCCCO  
Stan Schroeder, SD/IC Region  
Teresa Parkison, CCCCCO

II. Future Occupational Deans

Lyla Eddington discussed how we could benefit deans in the future. Gary Mendenhall stated that we need to look at this statewide such as training of what managers need to know as well as networking with others. We need to look at the big picture instead of content focus. Lyla mentioned that CCCAOE did something but not enough instead must be an ongoing relationship. Gary mentioned that he provides resources on the CCCAOE website for new deans to get more information. Question raised was how one sends the right kind of individual to attend these types of events such as CCCAOE. Lyla suggested helping existing deans to reach out and recruit as well as gain strategies to find new deans. Robin Harrington suggested having a green dean's workshop at each of the various conferences. This would provide a global perspective once you have concluded who the players are that would attend. We could nominate individuals to attend these workshops.

**ACTIONS:**

- Identify strategies for recruiting potential deans – Kay Falconer-Boger
- Survey new CTE Deans in region to identify information they need/needed related to CTE– Julie Pehkonen/Ron Vito

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- Compile list of conferences/staff development activities available during 2007-08 year – Gary Mendenhall
- Compile various existing job descriptions for CTE Deans – Stan Schroeder & Lyla Eddington and anyone else who has one.
- Research CTE Training Programs in place currently – Lyla Eddington and anyone else who has information.

This information would be compiled and forwarded to Lyla Eddington no later than September 7<sup>th</sup>, 2007 for discussion at the September 17<sup>th</sup> meeting in Sacramento.

III. Perkins CTE Improvement Act - California's Plan Public Hearings in September (L.A., Fremont and Fresno)

Ron Selge stated that there is an open question around Tech Prep and other items in the state plan. Try to broaden the definition of CTE to include incumbent workers and drive policies to expand our scope instead of just being the link from high school to community college. He mentioned that they are trying to push CAL Pass and the Academic Senate piece on regional articulation.

The hearings will take place on September 7 in Los Angeles, September 14 for the Bay area and September 17 for Fresno. He requested that a regional chair attend one of the meetings. The meetings will begin at 9am, however Fresno is the afternoon. Los Angeles would also be a webcast where individuals could submit questions via email. Ron would provide additional information to the regions about these events. Linda Zorn requested to have more guidance regarding how to respond during these public hearings. Lyla Eddington stated that she would set up a conference call prior to the hearing in Los Angeles so that a small group could discuss the issues and get some guidance on how to respond during the hearings. She mentioned that Los Angeles plans on having a united front about these issues. She suggested that someone talk with Sandra Mellor about the Bay area hearing. Ron Selge will follow up with Sandra Mellor regarding a strong front from Bay/Interior Bay area at the Fremont meeting.

After these hearings the comments would go to the board for review. July 25 meeting of JAC-CTE would review the draft. Once that takes place then the item would be placed onto the website created by West Ed by August 1. Chuck Wiseley mentioned that we will have a full month to review the state plan once we receive notification from CCCCO. Early August is when individuals can view the state plan on the website. He suggested that individuals put these dates onto their calendars.

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IV. Joint Special Populations Advisory Committee Update – Stan Schroeder,  
Chair SD/IC Regional Consortium

Stan Schroeder stated that the JSPAC Conference would be on November 7-8 at the Holiday Inn Capitol Plaza. The title of the conference is "Paving the Road to a Better Tomorrow" with a gender equity focus. The speaker will be Jo Sanders. He stated that they are requesting a \$100 check from each attendee similar to the Workforce Leaders in order to subsidize attendance. They had almost 300 attend last year and would focus on getting 250 this year.

Regional workshops throughout the state would be conducted in 2007-2008. Linda Zorn and Lyla Eddington suggested having more focus on gender equity for the upcoming regional workshops. Michelle Turner stated that she attended a fabulous workshop during the past conference regarding the Portable Teacher project by Stacey Kayden. She is working with Stacey and Elizabeth to provide information about special populations but focus on student success through building on study skills, new language recognition, reading and comprehension for the English Language Learner and/or those entering into career technical education. She is using the Kurzweil software in the High Tech labs on campus and CCC Confer to conduct the workshop so many can participate within her region.

Ron Selge and Robin Harrington will review information and parameters within the state plan with regards to state leadership, professional development and technical assistance as well as provide definitions. They will provide additional information to the chairs and receive input during the September and/or October meeting.

V. Career Development Project Update – Susan Coleman, Coordinator LA/OC  
Regional Consortium

Lyla Eddington stated that Susan Coleman wanted to let us know that the missingmajor.org website was live. Geri Douglas attended the National Career Development Association conference in Seattle, Washington. She mentioned that there were 30 different workshops for each time slot to choice from during the conference as well as some valuable resources. One of the best workshops was teaching job seekers how to obtain free job search on the web. The Washington Post has a website with a game where you put in your resume and then obtain points based on the number of interviews you successfully complete. There were also a lot of technology regarding podcasting as well as a lot of workshops on multicultural career

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counseling competencies. Geri also mentioned that they used cinema to engage students with regards to career resources as well as provided the seven characteristics of a go-to counselor. The cost was \$1,500 for two days beginning at noon on Friday, until the afternoon on Sunday with registration included in this cost of \$300 to \$400.

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- VI. Workforce Leaders Institute Update – Susan Coleman and Lyla Eddington, LA/OC Regional Consortium

Lyla Eddington stated that Ron Crossland would be the speaker/facilitator for the upcoming Workforce Leaders Institute on April 8-10 in San Ramon and would focus on innovation. A suggestion was made to present the workshop dates to the academic senate as well as the CIOs. Additionally, it was suggested to add a blurb about this event onto the flyers at upcoming conferences. These suggestions may increase participation at the upcoming Workforce Leaders Institute.

- VII. Sharing of Projects/Events - Regional Consortia Chairs

Kay Falconer-Boger mentioned that they followed up with Diane Van Hook's presentation about "skill sets most educators aren't taught--but really need to know!". The skill sets included the following.

- raising money
- making deals
- mediating solutions
- advocacy
- representing the college in the community
- anticipating and dealing with change
- strategic planning
- research and analysis
- crisis management plan

Their region will focus on each of these skill sets. They are also working on identifying faculty within their region who should be honored for Excellence in Teaching at CCCAOE. They also had a presentation on serious gaming and technology at Santa Barbara City College. They want to do more focus on technology and uses. There is a lot of interest in the customer service academy in the service sector so they were thinking of sponsoring some kind of event to expand the credit, noncredit and not for credit programs.

Ron Vito stated that they received \$50,000 from CCCCO to work on an action plan for the Blythe/Palo Verde Valley Economic Development Partnership. These colleges serve nine hundred students who are not incarcerated and then more who are. Their first meeting was on October 10 to get the right people together to begin the process. Michael G Dolence and Associates were hired as consultants. The plan focused on developing and leveraging a strategic position; achieve critical mass and

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maintaining sustainable economic vitality. Bob Vistas who is an expert about this area provided a SWAT analysis. On April 23, the economic summit which had 60 to 70 individuals attend discussed what they were doing good, what they could do in the future and sustainability. Six strategies were developed which included:

- Organization
- Representation and Relationship
- Cohesive Regional Brand
- Cohesive Tourism
- Cohesive Desert Lifestyle
- Integration and Optimization

He provided the economic development action plan which is being used for future activities. Desert Alliance for Community Empowerment is taking the lead.

Linda Zorn stated that their region did a workshop initially for green deans but changed to CTE training. They reviewed the fire science programs in the region as well as industry to find out if there was a labor market need. Next, they will look into Human Services.

Lyla Eddington stated that they are focusing on the WIBs and scheduled two meetings for the fall as well as a meeting with those on the tech prep regional collaborative project. This would allow everyone to learn about each other and how better to serve students throughout their region. Will continue an environmental scan by area within their region to look at areas with potential growth and where they may not have too many programs. Public sector arena and environmental especially green issues is another arena where they need to work on getting programs for high growth areas as well as leverage dollars and sharing of information. They were contacted by CDC to create a pharmacy tech program. One college stepped forward and will develop an entry level aide for the pharmacy tech area.

Gary Mendenhall stated that in June their region met to discuss previous year activities as well as confirm who would host their six workshops. WIBs, Chambers and other sectors were involved in the work keys planning and each community college decided how they wanted to use the regional work keys curriculum for their college. College in the valley that applied for the Tech Prep Consortia grant did not get the funding, however decided that they could coordinate the following without funds. Each of the 14 colleges would provide information regarding model programs, forms used, and pathways. Additionally, the college in the valley would review what is being done statewide as well as adding and expanding their websites. Then, using

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COE and economic entities align with industry needs and look at national and state standards. Future is an inventory of programs within their region. Work Keys is paid by the Department of Labor in the San Joaquin Valley area.

Stan Schroeder stated that San Diego held their retreat on "Getting Things Done Together" with the regional occupational deans and economic development initiative directors and focused on Logistics and Allied Health. Looked at regional projects and collaborations as well as funding. Continue to work on their regional websites and working with individual colleges to create CTE focus websites. Stan mentioned that they are using CCC Confer for their meetings. Their calendar of events includes statewide events. San Diego/Imperial Counties still offer mini-grants that benefit the region.

VIII. Review of Meeting Schedule and Agendas for 2008 – Stan Schroeder, Chair  
SD/IC Regional Consortium

LA/Orange - September 17  
South Central - October 10  
Desert - January 7  
Bay/Interior Bay - March 12  
North/Far North - May 12  
San Diego/Imperial - Retreat

Discussion will take place in January regarding the need for a retreat.

IX. Other Items

Ron Selge mentioned that he would like to task the regional consortium and/or collaboratives to provide approximately two paragraphs on best practices or other information for the CTE newsletter. He will provide an email to the chairs regarding month assignments.

**CTE ADVISORY COMMITTEE  
July 10, 2007 - 2:00 P.M. to 3:30 P.M.**

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