

**OCCUPATIONAL DEANS' MEETING**  
**CCCAOE**  
**Thursday, October 23, 2008**  
**3:30 p.m. to 5:00 p.m.**  
**MINUTES**

I. Welcome/Introductions

Chuck Wisely, CCCCCO  
Fred Allen, Grossmont College  
Trish Axom, Southwestern College  
Margie Fritch, SD Mesa College  
Gonzalo Huerta, Imperial Valley College  
Lynne Ornelas, SDCCD  
Mollie Smith, Palomar College  
Al Taccone, MiraCosta College  
Madelaine Wolfe, Cuyamaca College  
Stan Schroeder, Grossmont College  
Maureen Gevirtz, Grossmont College  
Linda Kurokawa  
Jennifer Lewis, Cuyamaca College  
Greg Newhouse, SD Miramar College  
Jane Signaigo-Cox, SDCCD Continuing ED  
Nancy Helt, SD City College  
Charlene Atkins, SD City College  
Tammy Montgomery, Grossmont College

II. Schedule for Presentations by the EWD Initiative Directors

Discussion of ways to connect EWD Initiative Directors with the work of the Regional Consortium. One idea is that the Initiative Directors could meet either before or after the Occupational Dean's meeting. Stan/Michelle will follow up with Initiative Directors to let them know that there was a consensus to welcome them to the Occupational Dean's meetings. The list of Initiative Directors in Region 10 will be posted on the website, with contact information and website addresses. Two areas to explore for collaboration are Allied Health and Green Technology.

III. Approval of Minutes from September 23, 2008

Postpone to the next meeting.

IV. Program Approvals

*New Programs*

MiraCosta College

- Dance Instructor – **2nd Read**

Motion made by: Fred Allen. Seconded by: Trish Axom. Voted on and approved (Al Taccone abstained).

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S.D. City College

- Real Estate (CERT/A.S.) – **1st Read**  
Discussion of this proposal was postponed to another meeting.

Southwestern College

- Medical Laboratory Technician – **Action**

Motion made by: Fred Allen. Seconded by: Margie Fritch. Voted on and approved unanimously.

- Community, Economic and Urban Development - **1<sup>st</sup> Read**

*New Options*

Southwestern College

- Legal Office Assistant – Bilingual (English/Spanish) Intensive Training  
**Certificate of Achievement**
- Medical Assistant: Clinical – Intensive Training  
**Certificate of Achievement**
- Medical Assistant: Clinical – Basic  
**Certificate of Achievement**
- Medical Office Assistant – Bilingual (English/Spanish) Intensive Training  
**Certificate of Achievement**

Motion made by: Fred Allen. Seconded by: Madelaine Wolfe. Voted on and approved unanimously.

V. Mini-grants FY 08-09

Proposals are due October 27th from the Occupational Dean. There is money to fund four or five projects. There is still an opportunity to apply for funding.

VI. CCCAOE Report

Mollie Smith reported on survey results regarding CTE needs of colleges. There were 110+ responses divided into two areas. Top three areas: program funding, facility program space and CTE faculty recruitment/retention. Also of concern is marketing and promotion of CTE programs; colleges often market toward transfer vs. CTE. How do we as an organization work on these concerns? We need legislative advocates willing to market programs to local legislators. CCCAOE will come back in the spring with next steps.

Positions are opening up on the board: secretary, president elect, and three regional vice-presidents (Central, Bay, LA/Orange).

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There is a recommendation to raise the cost of the CCCAOE conference to at least \$395. Input from the group was requested and provided. Prices have gone up but CCCAOE has not raised the registration fee. CCCAOE is conducting research on how much to raise the fee. It's already been decided to make it \$100 more for the spring.

VII. Addition to the Agenda:

Report from the Chancellor's Office

Chuck Wisely provided a handout on core indicators. They have found problems again. Reminder about what is happening with Tech Prep services for high schools without an MOU with Cal-PASS. Without the Cal-PASS MOU, the colleges would not be able to provide services to the high school partners. Ron Selge strongly supports all high schools and colleges participating in Cal-PASS data sharing. The CCCCO Board of Governors may consider a December 30, 2008 deadline for the signed MOU with Cal-PASS. The deadline might be waived if a school has a signed MOU with Cal-PASS, but it still has to go to the school's board for approval. It's about having the data for March. If a partner does not sign the Cal-PASS MOU, the college district could not renew an articulation agreement the next year.

Chuck would be hosting three webinars on the subjects of core indicators, reports and how you use those, some version of the five step process, and what if you don't meet the requirements. They would be posted statewide and archived. For regions that request it, he will do regional workshops (3 hrs.) but it won't be the same as last time, negotiating targets, how to resolve some of the issues around district level planning.

Chuck would present at the Region 10 February 6<sup>th</sup> Annual Retreat at Humphrey's. The chief instructional officers and district research staff would also be invited.

VIII. JSPAC

a. Conference – December 3-4, 2008 Holiday Inn Capitol Plaza, Sacramento

Tammy Montgomery reported that the Special Population conference registration is full and a long wait list. Barbara Bitters and Mimi Lufkin are keynote speakers for the theme of Improving Opportunities using Career Pathways.

IX. Regional Consortium Report

a. Leadership Institute, April 22-24, 2009, Lake Arrowhead

Stan handed out the Save the Date card.

b. Looking for a Career brochure

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Stan brought copies and said they had been sent to the Dean's from the County Office of Education.

X. Old Business

Stan suggested that to facilitate future resource development, we should consider a regional focus on the community collaborative grants from the U.S. Department Labor. They are usually issued early each fall, so we need to be ready a year from now with a concept...how about a "green" proposal? This would be discussed at future meeting(s).

XI. New Business

Gonzalo Huerta reported that Ken Eve of Barstow is teaching a 4-hour workshop titled "How to Teach". He's looking for funding to provide it.

Mollie Smith offered to make a presentation at future meeting of the Occupational Deans on teaching adjuncts how to teach. The workshop is 4 hours.

XII. Announcements/Other Items/Adjournment

***Next meeting: Friday, November 14, 2008, Room 245, S.D. Community College District Office, Mission Valley***