

**OCCUPATIONAL DEANS' MEETING
SAN DIEGO DISTRICT OFFICE - 245
FRIDAY, SEPTEMBER 19, 2008
9:00am to 11:30am
MINUTES**

I. Welcome/Introductions

Al Taccone, Dean, Career Technical Education, Mira Costa College
Anita Martinez, Assistant to Fred Allen, Grossmont College
Bill Kinney, Dean, HEC at National City
Charlene Atkins, VTEA Coordinator, San Diego City College
Fred Allen, Senior Dean, CTE and WFD, Grossmont College
Gonzalo Huerta, Dean of Instruction, Applied Sciences, Imperial Valley College
Jane Signaigo-Cox, Dean, Career Technical Education, SDCCD Continuing Education
Jennifer Lewis, Manager Environmental Training Center, Cuyamaca College
Kathy Pulse, Specialist, Economic Development & Workforce Preparation, CCCCCO
Lynne Ornelas, Dean, Workforce & Development Program, SDCCD
Madelaine Wolfe, Dean, Division I Instruction, Cuyamaca College
Margie Fritch, Dean, School of Health Science and Public Service, San Diego Mesa College
Michelle Turner, Coordinator, SD/IC Regional Consortium, Cuyamaca College
Randy Barnes, Dean, Business, Info Tech, & Cosmetology, San Diego City College
Stan Schroeder, Chair, SD/IC Regional Consortium, Cuyamaca College
Trish Axsom, Dean, Applied Technology & Learning Assistance, Southwestern College
Trudy Gerald, Associate Dean/Director, (CACT), San Diego City College
Wilma Owens, Dean, Career, Technical & Extended Education, Palomar College

II. Schedule for presentations by the EWD Initiative Directors

Stan Schroeder mentioned that there are 11 EWD Initiative Centers and suggest that the directors come to a deans meeting and provide a presentation about the center and current projects. He congratulated Cuyamaca College for getting a Center of Excellence and suggested that the dean attend an upcoming meeting to provide information about the community learning as well as the Center of Excellence. Madelaine Wolfe stated that Darlene Spoor is the active dean for Community Learning and the Center for Environmental Technology however the lead for the Centers of Excellence project is still pending.

III. CCCCCO Strategic Plan Responses

Michelle Turner mentioned that she receives many requests from CCCCCO regarding strategic plan responses and requested feedback from this group regarding how to respond either through an individual college response or a regional response. After much discussion, Michelle would forward the responses to Al Taccone and Stan Schroeder regarding a regional response as well as to the respective dean for an individual college response prior to submitting to CCCCCO.

IV. Approval of Minutes from May 9, 2008

Motion: That the Minutes from the May 9, 2008 meeting be approved. Motion made by: Gonzalo Huerta. Seconded by: Fred Allen. Voted on and approved unanimously.

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V. Program Approvals

New Programs

MiraCosta College

- Computer Programming Applications – 1st Read
- Digital Photography – 1st Read
- Massage Therapy – Verbal
- Yoga Instructor – Verbal
- Registered Nursing-1st Read

SD City College

- Real Estate (CERT/A.S) – Verbal

Southwestern College

- Medical Laboratory Technician – 1st Read

Bill Kinney stated that this program was industry generated due to lab managers trying to solve a workforce problem with 25% of the workforce retiring there is a need for 60 lab techs within one year. He mentioned that the RHORC and advisory committee hired a consultant to handle the curriculum.

Al Taccone inquired about handling certificate of achievements. After much discussion, the committee concluded that certificates would be sent to Michelle Turner for distribution and moved for approval once on the agenda.

Motion: Move Certificate of Achievement to approval. Motion made by: Fred Allen.
Seconded by: Margie Fritch. Voted on and approved unanimously.

New Options

MiraCosta College

- Smog Check Technician – Verbal
Certificate of Achievement
- Auto Electronics – Verbal
Certificate of Achievement

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

SD Mesa College

- Computer Fashion Technology: Design - Action
- Computer Fashion Technology: Merchandising - Action

Margie Fritch stated that these two programs were industry generated but combined with the computer arena.

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

Southwestern College

- Child Development – Cert/Associate – Action
- Medical Assistant: Coding and Insurance – Basic - Verbal
- Travel and Tourism – Basic - Verbal

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

VI. CCCCCO Update

Kathy Pulse mentioned that those within the CTE Division were currently conducting Perkins review with the Feds. She reminded everyone that convening a meeting on October 2 and 3 regarding the CTE Pathways and Collaboratives. Budget was signed and awaiting approval for distribution of grant funds from the Department of Finance. Kathy mentioned that final reports were being completed to submit to the Governor. IDRC/JDIF grants would be released in December through a streamline process.

VII. Mini-grants FY08-09

Michelle Turner inquired who would participate on the Reading Committee to review mini-grants. It was determined that Al Taccone, Stan Schroeder, Fred Allen, Madelaine Wolfe and Wilma Owens would participate.

VIII. CCCAOE Report

- a. Conference – October 22-24, 2008 Holiday Inn on the Bay

Fred Allen reminded everyone about the upcoming CCCAOE Conference in San Diego. He suggested that those interested in selecting a project for one of the CCCAOE awards to review the CCCAOE website for more information as well as obtain the appropriate forms. The March conference would be held in San Francisco. The CCCAOE newsletter sent electronically saves the organization \$8,000/year. Fred reminded everyone to bring gifts for the final day. Michelle Turner mentioned who were on the list as hosts for the breakout sessions.

IX. JSPAC

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

Stan Schroeder reminded everyone about the JSPAC Conference details as well as mentioned about the preconference workshop to be held by NAPE. There would be workshops presented throughout the state with ours being held at the San Diego County Office of Education.

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X. Regional Consortium Report

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- a. Steering Committee - May 9
- b. Looking for a Career brochure

Stan Schroeder mentioned that the Steering Committee meeting was held on May 9 and the new Looking for a Career brochures would be distributed to each college dean.

XI. Old Business

There was no Old Business for discussion.

XII. New Business

Michelle Turner would be out of the office starting after October 7 due to having surgery. For matters concerning the regional consortium, please contact Stan Schroeder directly.

XIII. Announcements/Other Items/Adjournment

Next meeting: October 23, 2008 during the CCCAOE Conference