

**REGIONAL CONSORTIA CHAIRS MEETING  
CCCAOE Fall Conference – San Diego**

**MINUTES - Wednesday, October 22, 2008**

**PARTICIPANTS**

<b>NAME</b>	<b>TITLE</b>	<b>COLLEGE</b>
Lyla Eddington	Chair	LA/OC Regional Consortium
Julie Pehkonen	Coordinator	Desert Regional Consortium
Ron Vito	Chair	Desert Regional Consortium
Kitty O'Doherty	Director, Regional Partnerships	Bay/Interior Bay Regional Consortium
Linda Zorn	Co-Chair	NFN Regional Consortium
Diane Mc Knight	Co-Chair	NFN Regional Consortium
Kathy Pulse	Specialist	EWD / CCCCCO
Stan Schroeder	Chair	San Diego / Imperial Counties Regional Consortium
Gary Mendenhall	Chair	Central Region Consortium
Sue Clark	Coordinator	Central Region Consortium
Kay Falconer-Boger	Chair	South Central Regional Consortium
Luann Swanberg	Coordinator	South Central Regional Consortium
Rock Pfothenauer	Chair	Bay/Interior Bay Regional Consortium
Lucia Robles	Specialist	CTE / CCCO
Jerry Thompson	Coordinator	NFN Regional Consortium

**MINUTES**

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP</b>
Welcome and Self-Introductions Kay Falconer-Boger, Host for Meeting	Kay welcomed fifteen (15) participants to the meeting.	
Call for Approval of Minutes from Sept. 29, 2008	Motion by Linda Zorn Second by Stan Schroeder Discussion: None Approved: Unanimous	
Review/Revisions of Meeting Agenda		
CCCAOE Board Report  Lyla Eddington, LA/OC Chair	Lyla reported that she presented the Regional Consortia chairs' proposal that CCCAOE offer new dean training at conferences. CCCAOE Board members	Lyla to send out CCCAOE Board minutes (Friday following)

<p>Liaison to the CCCAOE Board</p>	<p>were very impressed and said, "Go for it!" Linda Zorn will work with Lyla to develop the idea.</p> <p>CCCAOE will offer an electronic newsletter that will feature the new dean training program.</p> <p>CCCAOE has begun planning for next year. Linda asked whether the chairs want to do a conference thread for new deans or offer a pre-conference session for new deans. Lyla responded that successful threads allow for a couple of electives so the new deans can attend other conference workshops.</p> <p>The bond of the "new dean" group is a plus. There is nothing generic to a dean. Stan supports a thread rather than a pre-conference session. He stated that a thread allows anyone to participate. Perhaps a pre-conference session could be set up with the CCCCCO staff. A rotation was suggested so that the format does not become repetitious.</p> <p>There are so many openings projected throughout the System. Kay suggested having a preconference session with new deans and System Office staff, and then offer a conference thread.</p> <p>Other Ideas:</p> <ul style="list-style-type: none"> <li>• Panel</li> <li>• Offer Regional workshops within each region.</li> <li>• Create a cadre of speakers. Perhaps each of us could create a list. Bring in someone from outside the region.</li> <li>• Possible model: Fall-Offer a pre-conference and a thread. Spring-Offer a thread. Survey fall participants to ask what they need.</li> </ul> <p>COMMENTS:</p> <ul style="list-style-type: none"> <li>• Lyla suggested creating a form to</li> </ul>	<p>conference) to Regional Chairs.</p> <p>Follow-up discussion at January 2009 meeting.</p>
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	<p>send out to the chairs for suggestions.</p> <ul style="list-style-type: none"> <li>• Stan: More and more, colleges have several deans assigned to CTE.</li> </ul> <p>It was recommended that we commence this idea in spring 2009. Lyla agreed to email Board responses out to keep the chairs in the loop following Friday's Board meeting.</p> <p>The Board is looking at legislative activity. They have hired a lobbyist. In addition, they are talking about marketing in and out of our programs. Two things they need to do are: 1) define the role of the CCCAOE presidents, 2) define the role of the regional vice presidents.</p> <p>The CCCAOE web site is under revision. If you know of national and regional events. Email workshop web sites to Bobbie Edgin at <a href="mailto:boedgin@cccao.org">boedgin@cccao.org</a>.</p>	
<p>Core Indicator Workshops</p>	<p>An email was received from Chuck Wiseley regarding Core Indicators. Chairs discussed different formats for the workshops that would include both a presentation from Chuck and possibly a panel of experienced deans to address related topics.</p> <p>Possible Strategies were discussed:</p> <ol style="list-style-type: none"> <li>1. Utilize Myrna from the MIS department. Scheduling Myrna and Chuck together would be good.</li> <li>2. Help us restructure with Chuck.</li> <li>3. People want to know what they are to do with the data. Julie suggested the Five Step Process being offered by Mimi Lufkin (NAPE STEM project) This process is a great tool for uncovering WHAT to do with data.</li> <li>4. Each region should contact Chuck and make arrangements for a workshop if desired.</li> <li>5. Chuck is afraid the data won't be out</li> </ol>	<p>Each region to contact Chuck if interested in workshop.</p> <p>Agenda topic for January – Core Indicator Data and Workshops</p>

	<p>in February 2009</p> <ol style="list-style-type: none"> <li>6. If any of the regions do not want a workshop that will be their decision.</li> <li>7. Have data people from each college attend.</li> <li>8. Have Chuck explain the process, where data comes from and how it is used. Have another expert (or panel) talk about what to do with the data.</li> <li>9. Bring up consequences for not achieving the goals.</li> <li>10. Utilize Webinar format.</li> <li>11. It was suggested that we may need to go back to Chuck and ask for a one hour Webinar that can be recorded and repeated with regional follow-up.</li> </ol> <p>Lyla will talk to Chuck. Plans will be due end of April 2009 Give Chuck an outline of content for Webinar. Some Regions may prefer to have Chuck attend in person.</p> <p>Lucia Robles: The consolidated annual report is due in December. Chuck does the data session. It is due to CDE the second week in December. It is due to the Feds on December 31, 2008.</p> <p>Lucia agreed to meet with Chuck and plan a timeline for the first part of January (tentative) Chuck will be at the CCCAOE conference in March.</p>	
<p>ACCJC Substantive Change Manual from ACCJC – Ron Vito</p>		
<p>Regional Roundtable</p> <p>What is happening in the regions?</p> <p>What do you see as your</p>	<p><b><i>CENTRAL REGION (14 colleges)</i></b> <b><i>Gary Mendenhall, Chair</i></b></p> <p>Our role is communication, collaboration, and facilitation. We don't do things that hurt anyone. We meet each June in Monterey to do our planning and set priorities that</p>	

<p>role in the Region?</p>	<p>meet the objectives of our work plan for the following year. In the last few years, region priorities have focused on professional development workshops. This year, the top priorities have included a workshop on Contextual Basic Skills, Marketing, Advocacy, Regional Collaboration on Grants, Math / English alternatives for CTE. We also plan activities by sub-region, as the Central Region covers approximately one-third of the state.</p> <p>We will bring I-BEST to the Contextual Basic Skills Workshop in November to present with three of our region colleges. As key issues come up for the colleges, we adjust and plan workshops to meet those needs.</p> <p><b>SAN DIEGO/IMPERIAL COUNTIES (9 colleges)</b>  <b>Stan Schroeder, Chair</b>  We focus on collaboration more than anything else. We identify opportunities for resources and partner colleges. Currently, we are developing a DOL project for wind turbine technician. All of the colleges are involved with the regional tech prep consortium. This consortium helped in bringing that together. There is a lot of overlap in terms of ideas.  Our focus on core indicators is to increase awareness, i.e., data and planning, especially special populations.  We fund some mini-grants that touch multiple colleges (\$2-4K) We try to connect CTE deans more closely with the Centers. We have directors come to meetings to present. We are trying to get the Centers to come together. Getting It Done vs. Getting it Done Together. We now have a COE.</p> <p><b>NORTH FAR NORTH REGION (15 colleges)</b>  <b>Diane McKnight, Co-Chair</b>  With such a large region, collaboration is</p>	
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difficult. We tend to do more networking. We offer a professional development conference in the fall and spring and try to get the Centers to participate. Meetings are sometimes done via video conference. The Region gives an allocation to each college for professional development. Our small colleges find this very helpful. Colleges that receive mini-grants report out on their outcomes. \$10K per college. Donna Stearns (System Office) asked them to pull together data on SB70 grants and what they are doing to try to collaborate a little bit more. Post SB70 abstracts. They do not approve reimbursements until they receive reporting out activities. Colleges are to report out on allocations in Jan., March, and May. They tell the Consortium what they have spent and what they intend to spend. This “check-in” provides information needed to make sure funds are fully utilized and not returned. Some of the smaller colleges ask for additional funds if available. Region Web site: [www.nfnrc.org](http://www.nfnrc.org)

***Bay/Interior Bay Region (26 colleges)  
Rock Pfothauer , Chair***

The Bay / Interior Bay Region is a regional economy that suffers from having 26 independent colleges in close proximity to one another. When we (Rock) proposed taking on consortia we wanted consortium agendas to be very focused. We have developed a market place strategy. Our community colleges have many resources, but they are not connected. We hosedt the “market place” by inviting people in the region to come together to find out about shared interests. As new energy began to take off, we put money into college industry discussions focused on green energy. People have

different resources to contribute and they do so during bi-monthly conference calls. We have a leadership team with CTE and EWD reps. We recently met at the Hewlett Foundation to develop a strategic plan. This plan was taken back to the group to decide on resources

The Region funded a Bay Area Career Guide Web site that targets high school students.

We are trying to pull together CTE collaboratives.

Also, we are approaching foundations and bringing colleges together with them to help them meet their goals.

We are trying to connect to growth foundations.

QUESTION: "How did this conversation come about?"

Response: They had funded projects with EDD and those ended. A lot of resources were funded by the CC. There were not a lot of resources for R&D.

Hewlett wants to try scholarship for CTE students.

Rock : We disseminate a lot of email. Stan has a newsletter with links to their region web site. They are posted by date, and they only post 2-3 times a month. There are too many emails, and some servers were bouncing the messages. Julie commented that their region replicated that concept.

Rock....People can sign up and identify their interests. Emails are sent based on particular interest

Lyla – their region has separate lists.

***Desert Region  
Ron Vito, Chair***

Ron stated that all activities for their Consortium are due to Julie's efforts as the coordinator

Julie stated that meetings have three breakouts that include CalWORKS,

	<p>Economic Development, and CTE Deans. There is a chair for each group's executive committee. During their meetings, there is an update from each breakout group. A local economist will be speaking at their next meeting.</p> <p>They have a local economist who will speak at their next meeting.</p> <p>The region struggles to increase participation. We don't have anything that will keep CIOs coming to their meetings. Of the 11 CTE deans, 7 have not been serving in that position for more than 3 years.</p> <p>We all have very good relationships with our ROPs. We are trying to bring them into the fold. We have good participation from them. They have convened two SB70 project director meetings.</p> <p>They are going to develop a marketing piece to identify all the programs to include ROP and to identify the programs they offer in the sequence.</p> <p>The challenge is that no one wants to do any of the work. The to do lists are long. They have to constantly try to get people to do things.</p> <p>Every other year they have a planning meeting.</p> <p>Ron stated that they are now looking at things more closely related to other colleges. We will try to act as a resource for them.</p> <p>Everybody has grand ideas, but it is hard to get them done.</p> <p><b><i>LA/OC Regional Consortium Lyla Eddington, Chair</i></b></p> <p>Their primary role is communication among the 28 colleges and the System Office. They facilitate CTE, staff development. A Steering Committee meets three times a</p>	
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year. They now have CTE and EWD reps on the Steering Committee. Lyla is still with the CIO group. A major challenge, personally, has been program approval. Lyla has always emphasized a very formalized program approval process. She takes the facilitation role very seriously. Their consortium has a program for the Ideal partnership. They are working with the WIBS and have recruited a faculty member to work on the project. They have looked at programs regionally, and they have a wonderful regional interior design program. Last June they invited all CTE leadership projects to meet. They focused on having people from their region serving on advisory groups and/or leadership projects. A challenge is with EWD. They ask EWD people which month they want to present in order to get their participation. The Region has put together a binder on articulation. The Region meets monthly except in July and August. Meeting locations are rotated among the colleges in the region.

***South Central Regional Consortium  
Kay Falconer-Boger, Chair***

A workshop on basic skills is scheduled. The region meetings are held on Friday mornings in Ventura. One of the hot topics is technology and wanting to know how they are to keep current and help faculty to keep current. They brought in an economist to identify enrollment trends and delve into strategies. They are trying to develop special topics and encourage each of the initiatives to present during their meetings. Kay invites them if they don't ask. They have so many new deans that they are looking for nuts and bolts.

QUESTION FROM ROCK to Chairs:

	<p>How do you select the chair?. Whoever submits the grant is chair in the Bay Region. We have someone who assists with program approval process.</p> <p>Stan: I am chair because I am fiscal agent. We elect chair each year. We have nine colleges, so each college gets to have someone serve as the chair every nine years.</p> <p>Michelle prepares the meeting paperwork. The chair runs the meeting.</p> <p>If you have a chair of CTE and a chair of EWD, you have two entities. We probably are able to leverage more dollars by having an integrated approach.</p> <p>Linda Zorn stated that she is one of the chairs and the fiscal agent. For the other chair, "We find a likely victim!"</p>	
<p>International Career Development Conference In November 2008</p>	<p>They have 15 spots with paid registrations. Information has been sent out to region counselors. Susan Coleman is point of contact. She has to let them know who will attend by the end of October.</p>	
<p>Fiscal Agent for part of SB70</p>	<p>Kay referenced an email from Ron Selge asking that the Regional Chairs consider serving as the fiscal agent for \$66K in SB 70 funding. Funding should relate to the 15 industry sectors and should have a regional or statewide focus;</p> <p>The chairs were asked to make recommendations:</p> <p>Lyla asked for more clarification from the System Office representatives. Lucia Robles stated that she does not work with SB70 funds. Kathy Pulse stated that SB70 reps were not at this meeting.</p> <p>It is difficult for either of them to speak on the topic.</p> <p>Linda Zorn asked if the funds were a "pass thru."</p> <p>Gary stated that there was a time when we were asked to be a pass thru. That is no way to inspire a person to do the work.</p> <p>Chairs asked that their responsibilities be</p>	

	<p>defined since as a “pass thru” they do not have responsibility for outcomes.  Ron Vito asked that the System Office define the task, activities and anticipated outcomes before he could respond.  Another chair asked that the System Office find a more appropriate group that already works with student organizations to take on the funds.  Chairs want more information from Ron Selge as to their role and responsibilities.  There was no enthusiasm for the idea.</p>	
<p>STRENGTHS conference  LA/OC Consortium</p>	<p>Susan Coleman shared postcard to promote this year’s Leadership Institute in April 2009. Postcards are available to the regions.</p>	
<p>Update from System Office    Kathy Pulse, EWD  Lucia Robles, CTE</p>	<p>Kathy provided a listing of grants by region and announced the listing of regional center grants that are up for competitive bid for 2009-10.</p> <p>Kathy said she would place the topic of attendance at Regional meetings on the Initiative Director’s meeting agenda.</p> <p>Lucia announced the CTE Statewide Leadership Subject Matter Collaboratives will go out for competitive bid for 2009-10. The last competitive RFA for these projects was in 2002. Since we had a budget crisis, we have been renewing them each year. A call for a letter of interest will go out soon. Interested colleges must submit a letter of intent to apply for the grants.</p>	.
<p>Substantial Change Manual  ACCJC    Ron Vito, Chair</p>	<p>Ron reported that one of their programs was sent to the state and approved by state. Their vice chancellor then received a call from ACCJC and was advised of changes in the 2008 Substantial Change Manual that are a departure from current practice.  There are new instructions that pertain to the addition of a new degree or certificate.</p>	<p>Ron Vito to contact Stephanie Low    Follow-up during January 12, 2009 meeting. Check with Ron Vito. Do we need to invite Stephanie Low to</p>

	<p>CTE deans need to know that this will impact their area.  The ACCJC believes that the CCCCCO is "under them."  Ron asked if any of the chairs had run into this type of issue. No.  Gary suggested that the CIO group contact ACCJC.  Ron stated that Stephanie Low needs to give us some direction.</p> <p>Ron will ask Stephanie Low if there is anything else we need to do with program approval.</p>	<p>address this topic during meeting?</p>
<p>Next meeting</p>	<p>January 12, 2009.in Sacramento with System Office Staff. Desert Region to host.</p>	