

**REGIONAL CONSORTIUM CHAIRS/OFFICE
QUARTERLY MEETING**

Monday, September 29, 2008

PARTICIPANTS:

Susan Coleman	Coordinator, LA/OC Regional Consortium, Citrus College
Lyla Eddington	Chair, LA/OC Regional Consortium, Citrus College
Kay Faulkner	Chair, South Central Regional Consortium, Ventura College
Stan Schroeder	Chair, San Diego / Imperial Counties Regional Consortium
Chuck Wiseley	Specialist, System Office
Julie Pehkonen	Coordinator,
Sharon Wong	Specialist, System Office
Ron Selge	Dean, CTE Unit, System Office
Rock Pfothenauer	Chair, Bay/Interior Bay Regional Consortium
Kathy Pulse	Specialist, EWD Unit, System Office
Linda Zorn	Co-Chair, North Far North Regional Consortium
Joe Darin	Specialist, EWD Unit, System Office
Donna Stearns	Specialist, CTE Unit, System Office
Lucia Robles	Specialist, CTE Unit, System Office
Elaine Gaertner	Statewide Director, Center of Excellence Initiative

MINUTES

TOPIC	DISCUSSION	FOLLOW-UP
Welcome Lyla Eddington	Activity from Career Clues Booklet presented by Susan Coleman	Sue to send out Chairs meeting date schedule to list serve.
Approval of Minutes May 12, 2008 Lyla Eddington	Correct the spelling of Joe Darin's last name (only one "r") M/S/A Approved	
Additions/Changes to Agenda	<ul style="list-style-type: none"> • CORE Indicator Workshops • Regional Chairs Meeting at CCCAOE • Construction Track - CCCAOE 	
Workforce Leaders' Institute	This year's Institute title is <i>Maximize Leadership</i>	Susan to send post card out electronically.

	<p><i>Effectiveness Through Strengths.</i> It will be held April 22-24, 2008 at the UCLA Conference Center at Lake Arrowhead. A save the date postcard was distributed that provides details for the Institute. Follow-up Webinars will be offered. The post card went out to CIOs and past participants. It will be distributed at CCCAOE. The full brochure will be available in January 2009. Linda Zorn asked that post card be sent out electronically and thanked Susan and Lyla for making the recommended changes the chairs requested. More than one person per college will be accepted to attend the Institute. Language that only one person per college may attend has been removed from promotional material. The Institute is FREE. Travel will be reimbursed, but schools will have to pay for substitutes.</p>	<p>Brochure will be sent out electronically. Brochure will be sent out in January 2009.</p>
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<p>New Dean Mentoring / Training for CCCAOE</p> <p>Lyla Eddington</p>	<p>Lyla was unable to attend the June CCCAOE Board meeting. Lyla is the liaison for the regional consortia chairs to this Board. She will attend the October Board meeting to propose that New Dean Training be a thread in future CCCAOE conferences. Linda Zorn will work with Lyla. Handout: List of Topics for New Deans</p> <p>Focus on Two Areas for New Deans:</p> <ol style="list-style-type: none"> 1. Conduct workshop and show participants what is on that web site. Have people speak to that topic. (Linda Zorn). The NFN Region had a panel of local experts to address new dean topics. Panel was representative of deans with varying years of experience (new, short-term, and long-term). This was very effective. <p>Personnel Issues is a topic for new deans that needs to be addressed. This is not on the current list.</p> <p>Stan suggested that Special Populations be added to area</p>	<p>Lyla to take topic of New Dean Mentoring to the CCCAOE Board to consider for future conference threads.</p> <p>Lyla to report back at October 2008 chairs meeting.</p> <p>Chairs to review New Deans list.</p>
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	<p>Number 3.</p> <p>Please review list one more time, and we will revisit and make edits at the October meeting.</p>	
<p>CORE Indicators for 2007-2008</p> <p>Chuck Wiseley</p>	<p>Core Indicators are back on the web site. "Last Friday, we had a problem with zero percent not showing up....blank Non-Traditional was not showing up. Child care, for one, wasn't in it. Other than that, we think they are okay. We will have core indicators in January and negotiation workbooks. The Research and Accountability Advisory Committee recommended that workshops be conducted in Feb/March 2009.</p> <p>Workshop would include: Core Indicators, Negotiating, Performance Targets, What do you do when don't reach targets? Special Populations</p> <p>The Research & Accountability Committee thought Chuck should do a repeat workshop at the Spring 2009</p>	<p>Put on Agenda for October 2008 chairs meeting.</p> <p>Chuck will send calendar for Feb and March</p> <p>Chuck will send System Office form to reimburse System Office for Chuck's travel to conduct Perkins Accountability workshops.</p>

CCCAOE conference.

Chuck reported that workshops will be scheduled for Bay/ Sac/ South in Jan-Feb, as the colleges are starting their local applications.

The other suggestion would be focus on core indicators and incorporate the big picture. Include strategies for developing the plan.

“Wrapping the Package” It is not just funding equipment.

It is about improving your program.

Sharon: Do you see it interconnecting Mimi Lufkin’s five step process?

Chuck: Yes, it is exactly that.

Rock....Workshops should include some time for people to approach how they do it. Offer a sharing of best practices.

Nuts and Bolts – How do they do it on their campus?

Lyla: We could allow time for the workshop after the regional meeting for LA/OC.

Sue Clark requested that Chuck schedule a workshop in Fresno for the Central Region.

She explained that the travel time to Sacramento, the Bay Area or LA could be over 3 hours for several of the region's colleges. She commented how effective a face-to-face meeting proved to be during last year's Perkins IV Accountability workshop.. Sue asked if Central Region could pay for Chuck's travel.
REPLY: from Ron, "YES."
Chuck stated that he could do a short session in San Diego also.

Comments: The workshops have been most effective when colleges have brought teams.
Problem last year was that there was not real data. We (Chuck) were hoping they would walk out with targets.
What is key is that information is available.
QUESTION TO CHUCK:
Is there an exemplary college you can share during your presentation?
Think about someone in your area that treats

	<p>Perkins funds in the way they were intended. Maybe we could put together a panel. Chuck stated that workshops will need to be in Feb and March 2009. Chuck will send form to have Regions pay his travel.</p>	
<p>Career Technical Education Ron Selge</p> <p>International Career Development Conference</p>	<p>One of the themes from the monitoring visit was that the feds are obsessed with us spending money. When the state has a carryover, it says the locals don't need the money. The Federal budget is going to be stretched. The Advisory committee on Work-Based Learning had a balance in June 2008. Rather than return the funds, the Committee elected to purchase conference registrations for the International Career Development Conference, November 7-9, 2008 conference in Los Angeles. 18 registrations have been paid for the conference. Ron asked that each region sponsor a person to go to this conference and pay for per diem and</p>	<p>Sue needs web site address for this conference to post.</p> <p>Susan to send list of interested conference attendees to Sue Clark to disseminate.</p> <p>Notify Susan Coleman by October 31, 2008 of the name of the person who will attend conference from your region.</p>

	<p>travel. Attendee must agree to make a presentation to the region upon his/her return.</p> <p>Ron asked if there is a way to make this equitable.</p> <p>Suggestion: Perhaps the college would be able to come up with funds for person chosen. We would like practitioners from the region to go, but a faculty person could go. This is a conference for counselors.</p> <p>. Susan Coleman inherited project. She shared the opportunity with the Career Dev Advisory Committee. Some of those committee members are interested in attending. Susan has list of those people.</p> <p>Susan Coleman needs a name from each region by Oct. 31, 2008.</p>	
<p>CTE Report Ron Selge</p>	<p>The Federal monitors loved Sacramento!</p>	

<p>Update on the Visit from the Federal Monitors</p>	<p>The CC side of Perkins had no sightings, only suggestions. Themes: Spend the money; don't have carryover. They seemed obsessed that what is in a local plan directly link to a core indicator. Ron...."Use funds to adapt to what is happening in the economy. Supporting the needs of special populations is a local decision. Statewide projects really saved the day. They liked our application and saw it as automated and reliable. They liked our follow-up on activities. At state level, they asked, "What are you doing that looks at the core indicators in aggregate?"</p> <p>They loved The Missing Major and were very positive about the subject area Advisory committees and collaboratives.</p> <p>They said, "Maybe you need to revisit the split of funds", but there was no solution that was implied. Chuck: There really are people who would</p>	
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	<p>like to see us adopting standardized testing across the institutions. They see accountability as a way to make things better. I see it as a tool. From their point of view, it is getting rid of those people who aren't doing a good job.</p> <p>They looked at hundreds of pieces of data we supplied. It was an incredible victory for community colleges that nothing surfaced. We don't expect them back soon. Last time they were here was 2002.</p>	
<p>CTE Report Ron Selge</p> <p>BCP CTE Augmentation Money</p>	<p>They were asked to submit a BCP to the 2009-2010 budget. This BCP made it thru the budget subcommittee. It included a \$48M augmentation to the SB 70 piece with a \$24M earmarked for green sustainability projects. The budget work group had mixed feelings about this. It may well be that they choose to ignore our priorities. \$58M – budget surprises midyear last year, anticipating 10% cut to SB70</p>	

	<p>All categoricals were funded 100%. The budget is held together tenuously. We are mindful that if money is encumbered, it will be safe.</p> <p>The System Office is building an online application for the CTE Community Collaborative grant. This will be offered as another 18 month cycle. Instead of long narratives, they will use reporter's mantra of who, what, when, where and how. Next round will focus on building by industry sector and across programs.</p> <p>MIS will have a data base for data entry by Dec. 15, 2008.</p> <p>CTE Community Collaborative Renewals to be issued in November for grant term of January 10, 2009 to June 2010. Same amounts and three supplemental grants will be available. If you have one of these grants, think of it as a renewal. The same application will be used for TECH PREP.</p>	
Economic &	WEDAC tentative	January 29,

<p>Workforce Development (EWD)</p>	<p>agenda:</p> <ul style="list-style-type: none"> • Update on monitoring • Value of leadership projects • Discussion around Cal Pass and system policy for local action <p>Getting K-12 involved in Cal PASS has been problematic.</p> <p>Some believe that grants should require 100% of partners signed on with Cal PASS. This is difficult. The next step to consider is, "Should we make CalPASS participation a requirement before you can partner. The problem is the k-12 participation. If we are spending money to help k-12, we believe in having a system policy.</p> <p>Should we require Cal PASS participation before we partner? Susan – Our biggest district is working on Cal PADS. They are not interested. Lyla: It has to be a discussion. We've got to help our students. Ron anticipates it would be student</p>	<p>2009 – CTE leadership groups to meet in Newport Beach.</p>
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services also not just CTE.

Chuck: The problem I see with this requirement is that we work with high schools and middle schools to see that they belong on a college campus. Otherwise some students would never see they could go to college.

Let's put the resources where we can track their resources. (Ron) That might be a good reason to take this to legislature.

Stan- His district is the fiscal agent for Cal PASS. We have hired attorneys to work with high schools and to work with districts on the MOU message. It is important to say WHY. It is about the students. It has brought instructional teams together and has yielded benefits of connections and pathways.

Value of CTE and course reductions:
There is difficulty in rebuilding programs.
Random – if someone retires or resigns, CTE positions are not filled.
With CalPASS, they will be more judicious

<p>about how they do cutbacks.</p> <p>AACC PRECONFERENCE SESSION (January 28, 2009) (Newport) The System Office will try to bring together all leadership groups for the pre-conference session. Regions may bring products for a resource table, to include sharing of resources electronically. They plan to have discussions that focus on some of our emerging issues and how we can work better together. Do gap analysis around green and returning vets. Also, What do we need to do to bring these people into the workforce.</p> <p>In the area of fiscal constraints, are there better ways to work together to get the most out of resources we have? Steinberg wants to focus on dropouts. Is there anything that can be done in our world?</p> <p>Centers of Excellence are working with EDD to crosswalk industries</p>	
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	<p>in green and clean. They want to avoid the “unity meeting” of a few years ago, i.e., show and tell.</p> <p>SYSTEM OFFICE improvement effort. We have been using an arduous process for grant agreements. We are looking at moving into doing the regular application internally. We would not send copies with multiple projects We are trying to avoid less paper going back and forth.</p> <p>CONVENING MEETING with SB70 projects scheduled for October 1-2. As of this morning, Vince Steward and Jack Scott are invited. The agenda will be available when you walk in the door. It is organized around industry sectors. Ron hopes that it becomes a catalyst for people to want to work together across the state.</p>	
<p>Career Development Susan Coleman</p>		
<p>Center of Excellence System Strategic Plan Goal Area C</p>	<p>Handout of Power Point Elaine sees the regional consortia taking the lead on</p>	

<p>Elaine Gaertner Presentation</p>	<p>Goal Area C4.</p> <p>Elaine asked participants to work in groups to respond to what exists in these four areas.</p> <p>Thinking ahead what would you like to do....more discussion about regional strategies. Seems there is a need for a model of regional collaboration. How do you see that discussion? Regional chairs group is a good place to start that discussion.</p> <p>Susan: suggest having one meeting a year ...panel from industry. Kay: they have someone from Ventura WIB attend their region meetings to talk to them about what is happening.</p> <p>Chuck: the diversity of the colleges in the North Far North requires a separation of industries for regional collaboration. Redwoods vs. Sierra have very different industries.</p> <p>Lyla: better integration with EWD.</p>	
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	<p>Need an established structure to share and partner. We have to be the aggressor. So many times we trip over each other and don't collaborate.</p> <p>Elaine: one of the things that came up was non-alignment between all of our internal groups.</p> <p>Susan: CTE collaboratives in the LA/OC region get together to share what they are doing. Knowing what others are doing is important. A Blog on the regional consortium web sites was suggested. Publish grants in each region on a list. We have to find some technology to link together. Regional collaboration with models for communicating. System office needs to focus on better collaboration before we go out to the WIBs.</p>	
<p>Statewide Marketing of Community Colleges and CTE</p> <p>Gary Mendenhall</p> <p>(In Gary's absence, Sue Clark, shared the Central Region's</p>	<p>Sue Clark shared a message that the participants from their June 2008 retreat had asked Gary to bring to the Regional Chairs and to the System Office staff. That message is the importance of statewide marketing of</p>	

message.)	<p>the System and of CTE that the colleges could adopt.</p> <p>Response: Counselors have brochures for marketing CTE for high school and middle school and</p>	
<p>Career Development</p> <p>Susan Coleman</p>	<p>Missing Major.com and Career Clues booklet introduced</p> <p>Your personal ad activity – helps students to start thinking about their areas of strengths</p> <p>Susan reported that this year there will be more collaboration with regional chairs regarding the regional counselors' workshops. We have made that very clear to the advisory committee. Susan provided a list of committee members to the Chairs. Regional reps were asked to contact regional chairs to help plan the regional workshops for the spring and to make a presentation to the region about the career development advisory committee. They are to share what they do.</p>	<p>Regional reps to contact chairs and present to region</p>

Susan reported that she has invoiced each region for \$10K, double region \$20K. They are continuing to develop Career Clues Kit, to include the Missing Major Posters, Career Clues, book marks, and resources on how to get a presence on Face Book. They did some pilots last year with students so they know how to get buy-in. Part of that project was to design and write the booklet. This is a marketing piece for career counselors and advisors. About 50% of these activities are work based learning. Work-based learning and career development advisory committees are joint. They have a new workshop agenda to design interactive and engaging workshops based on feedback. We'd like to ask you to see them target a growing industry and take the counselors to the growing industry, i.e., what kinds of skills, how are they recruiting.

Workshop theme is: Missing Major, Career Clues, and the work site.

	<p>Sharon: Is there any interest in reaching secondary counselors? Response: We found the needs are quite different between K-12 and CC.</p> <p>Counselors who participated in the state plan said career tech is part of their program. (Chuck) CDE received funds to bring counselor ratio to 2 to 1.</p>	
<p>Clusters of Opportunity Trainings</p> <p>Joe Darin System Office</p>	<p>Two trainings so far Oct. 6th at Ventura Will send updated list to Sue</p>	<p>Joe to send updated list to Sue Clark for dissemination.</p>
<p>How can we foster the development of programs on a regional level?</p> <p>Rock P.</p>	<p>Rock shared that he has been talking with three colleges about a regional construction program.</p> <p>Spring CCCAOE conference break out sessions will focus on: The Labor market, programs around the state, basic skills for construction, and brainstorming. Brainstorming will focus on the question of, "Are there reasons for us to work together?"</p>	

	<p>If you have construction programs in your region, let Rock know, so they can invite them to participate. They are looking for faculty.</p>	
<p>EWD Report Kathy Pulse</p>	<p>Two grant opportunities are coming up: Rural opportunities grant and Training for incumbent workers</p> <p>They may do a letter of intent for these.</p> <p>EWD wants to be more proactive and involved with their programs. The expenditure plan for 2009-2010 was passed</p> <p>They are trying to streamline the grant process that is submitted electronically.</p> <p>They are also working on the Annual Report to the Legislature. It will probably be a green theme.</p> <p>The EWD unit has a list of all grants, strategic priority areas, or subject areas.</p>	<p>Kathy Pulse List of funded grants for October regional chairs meeting.</p>
<p>Sharing of Regional Activities</p>	<p>This did not take place.</p>	<p>Sharing of regional</p>

ALL Regional Consortia Chairs		activities on October agenda. South Central Region to host October meeting.
1:30 p.m.	Adjourn	