

**OCCUPATIONAL DEANS' MEETING
RENAISSANCE INN LONG BEACH
THURSDAY, OCTOBER 29, 2009
MINUTES**

I. Welcome/Introductions

Al Taccone, MiraCosta College
Barbara Fanning,
Charlene Atkins, SD City College
Christine Perri, Southwestern College
Chuck Wiseley, CCCCCO
Darlene Spoor, Grossmont-Cuyamaca CCD
Efrain Silva, Imperial Valley College
Fred Allen, Grossmont College
Gonzalo Huerta, Imperial Valley College
Jacquie Wilvers, Long Beach City College
Jennifer Lewis, Cuyamaca College
Kathy Pulse, CCCCCO
Linda Waring, Cuyamaca College
Lori Graham, Palomar College
Luis Nunez, Southwestern College
Lynne Ornelas, San Diego CCD
Madelaine Wolfe, Cuyamaca College
Mara Sanft, San Diego CCD
Maureen Gevirtz, Grossmont-Cuyamaca CCD
Michael Reese, SD Mesa College
Michelle Turner, SD/IC Regional Consortium
Michelle Whitfield, Long Beach City College
Mink Stavenga, Southwestern College
Mollie Smith, Palomar College
Nancy Helt, San Diego CCD
Paul Kelly, Palomar College
Paulette Hopkins, SD Miramar College
Rhonda Honeycutt, Clarity Bio Sciences
Richard Bettendorf, SD Miramar College
Sandra Slivka, SD Miramar College
Stan Schroeder, Grossmont-Cuyamaca CCD
Steve Ford, San Diego CCD
Trish Axsom, Southwestern College
Trish Caldwell,
Trudy Gerald, SD City College
Victor Castillo, Southwestern College
Wilma Owens, Palomar College

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II. Regional Professional Development Training for new CTE faculty

Lynne Ornelas stated that working with San Diego State University interns in the Educational Technology Master's program in creating a blended format for the part time training module. Lynne mentioned that they are applying for mini-grant funds to support this activity and distributed a sampling of the current curriculum. For more information individuals may contact Victoria Hankins or Michelle Turner at Cuyamaca College.

III. Addressing Special Populations with Chaldean Assistance

Madelaine Wolfe stated that marketing CTE programs at Cuyamaca College by matching program brochures and websites. She distributed samples of the brochures. There is a focus on special populations especially with the English Language Learners. Madelaine mentioned that Cuyamaca College is serving hundreds of Chaldean refugees through ESL. Many of these students attend the BOT open entry/open exit lab. With the assistance of an Arabic speaking lab assistant, BOT staff were able to modify flex lab orientation packets and introduction documents for Arabic students. Additionally, videos were developed in English with Arabic subtitles as well as Arabic with English subtitles.

IV. Approval of Minutes from September 18, 2009

Motion: That the Minutes from the September 18, 2009 meeting be approved. Motion made by: Al Taccone. Seconded by: Fred Allen. Voted on and approved unanimously.

V. Program Approvals

New Programs

Cuyamaca College

- Sustainable Urban Landscape – **Action**

Motion: Program Endorsed. Motion made by: Wilma Owens. Seconded by: Al Taccone. Voted on and approved unanimously

MiraCosta College

- Energy Technology – (Cert/AS) **Action**

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

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SD City College

Computer Business Technology – Verbal

- Administrative Office Management - **Certificate of Achievement**
- Administrative Office Management - **Associate of Science**

Computer Business Technology – Action

- Records Information Management - **Certificate of Achievement**
- Records Information Management - **Associate of Science**

Motion: Programs Endorsed. Motion made by: Wilma Owens. Seconded by: Trish Axsom. Voted on and approved unanimously

Air Conditioning, Refrigeration, and Environmental Control Technology – Action

- Advanced Air Conditioning and Direct Digital Control - **Certificate of Achievement**
- Heating, Air Conditioning & Solar Energy Certificate - **Certificate of Achievement**

Motion: Programs Endorsed. Motion made by: Al Taccone. Seconded by: Fred Allen. Voted on and approved unanimously

SD Miramar College

- Medical Laboratory Technician (ARRA) – **Action**

Richard Bettendorf stated that those present today from SD Miramar College disagreed with Southwestern College regarding industry need. However, agree that there are few clinical sites. Sandra Slivka provided additional details about need for Clinical Laboratory Scientists (MLT/CLS) and lack of training providers. SD Miramar College was awarded \$400,000 ARRA grant through State Chancellor's Office (CCCCO) to address this need. This program was approved by the SD Miramar Curriculum Committee and brought here for regional support.

Fred Allen stated that RHORC went to Southwestern College to develop the MLT program since there was a problem with obtaining clinical sites. According to Southwestern College staff, it took two years to obtain clinical sites within the San Diego region including those in the North County. Mollie Smith suggested conducting a real needs assessment to ensure we are not duplicating efforts.

Motion: Program Endorsed. Motion made by: Richard Bettendorf. Seconded by: .

Chuck Wiseley stated that Richard would have to submit without regional approval. CCCCCO would review and determine the outcome. Richard inquired if he could predict the outcome. Chuck mentioned that in the past it has gone both ways. Lynne Ornelas closed this item for further discussion.

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New Options

MiraCosta College

- Dance – Pilates Instructor - **Certificate of Achievement Action**
- Massage Therapist – **Associate of Arts Action**

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

Southwestern College

- Administrative Office Assistant – Bilingual Program – **Action**

Motion: Program Endorsed. Motion made by: Wilma Owens. Seconded by: Madelaine Wolfe. Voted on and approved unanimously

VI. CCCCCO Report

Chuck Wisely mentioned that Michelle Turner distributed the most recent CTE Monthly Update. CCCCCO reviewed and certified all Perkins quarterly reports.

Kathy Pulse stated that she is replacing Barbara Whitney in the Nursing/Allied Health Office. EWD allocations were distributed this morning for 09-10 based on 08-09 grant amounts. The EWD office would work with districts to get ARRA funds. Kathy stated that reviewing EWD Centers performance. EWD may determine to consolidate or restructure Centers next year.

VII. CCCAOE Report

Fred Allen mentioned that his term of being the Regional Vice President for CCCAOE ends in June of next year but would like to find someone soon to allow for a turnover.

Motion: Madelaine Wolfe becomes Regional Vice President. Motion made by: Fred Allen. Seconded by: Trish Axsom. Voted on and approved unanimously

Mollie Smith mentioned that there are big issues within the state such as change of the minimum quals by the Academic Senate. This change would affect many CTE programs where experience and certifications are used for equivalent of associate degrees. CCCAOE Board has decided to write a position paper in opposition of this proposal. Additional details would be sent to Michelle Turner for further dissemination.

Mollie mentioned that the CCCAOE Advocacy determined that there were major revisions to the by-laws. These changes would be provided to the CCCAOE Board during the March meeting. Mollie stated that the CCCAOE Board is working with the Regional Consortium statewide to create a regional advisory committee as well as the possibility of a targeted needs assessment.

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VIII. JSPAC

Conference – December 2-3, 2009 Holiday Inn Capitol Plaza, Sacramento

Stan Schroeder reminded everyone about the upcoming JSPAC conference and mentioned that each attendee will receive a 2009 MVAC tool kit.

IX. Regional Consortium Report

a. Green Symposium – October 16

Stan Schroeder deferred to Darlene Spoor regarding the Green Symposium. Darlene distributed the 'Green Career Technical Education' brochures for final review by the committee. Changes should be sent to Alan Ridley at Cuyamaca College.

b. Looking for a Career brochure

Michelle Turner distributed a sample of the 'Looking for a Career' brochure and mentioned that everyone should have received their copies. Stan mentioned to send prior versions to Michelle.

c. Mini-grants FY09-10 (approx. \$19,000 available)

Michelle stated that mini-grant applications are due next week.

d. Professional Development

Stan mentioned that Michelle will forward the 'Save the Date' reminder to committee members regarding the upcoming Workforce Leaders Institute. This activity will be at the San Ramon Valley Conference Center on April 28-20, 2010.

X. Old Business

There was no Old Business.

XI. New Business

Michelle mentioned that Gary Moss sent an email regarding the 50+ Mature Worker Event at San Diego Continuing Education Educational Cultural Complex (ECC) off Ocean View Boulevard. Anyone interested in additional information to contact Gary directly.

XII. Announcements/Other Items/Adjournment

Next meeting: November 20, 2009 location San Diego Mesa College new Allied Health building.