

**CALIFORNIA COMMUNITY COLLEGE ASSOCIATION
FOR OCCUPATIONAL EDUCATION
(CCCAOE)
Board Meeting
Doral Desert Princess Resort, Cathedral City, California
Minutes – October 9 and 12, 2007**

<p>Members Present: Dick Bettendorf, Erika Endrijonas, Tricia Evans, Ray Geary, Queen Hamilton, Gary Mendenhall, Lin Marelick, Wayne Olson, Kim Schenk, Mollie Smith, Lynn Shaw, Stephanie Thompson</p> <p>Executive Secretary: Bobbie Edgin</p> <p>Representatives: Bob Cumming, Hazel Hill, Jane Patton</p>	
<p>Agenda Item/Discussion</p>	<p>Action/Person Responsible</p>
<p>Welcome/Introductions/ Review agenda</p>	
<p>Meeting called to order at 10:10 a.m. by President Mollie Smith</p>	
<p>Minutes of June 2007 Board Meeting reviewed and accepted as presented without additions/corrections M/S/P Mendenhall/Endrijonas</p>	
<p>Review of Action Items</p>	
<ul style="list-style-type: none"> • Legislative Liaison <p>L. Marelick presented a written summary of findings regarding a potential CCCAOE advocate or presence (consultant/contractor) in Sacramento. Discussion included: there is a need to investigate the level and type of activity allowed non-profit organizations; that a retired person tends to not have influence when representing organization to legislature/other organizations; CCCAOE constantly has a need for someone to attend meetings (often in Sacramento) to gather information as well as represent our interests; each issue can be so different it could be challenging for any one person to be conversant on all topics; also there are many views depending on what college/ district/</p>	<p>VPs assisted by all</p> <p>Regions will be consulted on their thoughts with regard to allocating \$25,000 for one year to fund a representative as described.</p>

<p>interest one represents; CDE is well represented and tends to be on top of hearings and providing input to legislature/funding sources; funding is a question and is possible now due to reserves that have built up over several years. Goal: to be up on the issues, have representatives at important meetings, advocate for CTE and our colleges/programs.</p>	
<ul style="list-style-type: none"> Recruitment - local level <p>No new recruits present.</p>	<p>Board members are encouraged to recruit, invite new potential members to conferences/board meetings.</p>
<ul style="list-style-type: none"> Disseminate CTE Research (R&A Committee) <p>M. Smith took the issue of how to disseminate CTE Research to the VTEA Statewide Research & Accountability Committee (Nick Kremer chair).</p> <p>J. Patton reports Career Pathways is embarking upon CTE program advertising targeted at high school students.</p>	<p>S. Thompson will investigate working with J. Patton/ Career Pathways regarding featuring exemplary program and hard data for distribution to community organizations, on campuses and beyond.</p>
<ul style="list-style-type: none"> Market CTE Resources w/System Office 	<p>S. Thompson will investigate with J. Patton</p>
<ul style="list-style-type: none"> Op-Ed Piece 	<p>S. Thompson will collaborate/explore with Career Pathways as above.</p>
<ul style="list-style-type: none"> “Breaking Through” type project in CA <p>No activity</p>	
<ul style="list-style-type: none"> AB900 Inmate/parole Education <p>(Legislation that directs community colleges to provide job training for inmates while incarcerated at centers to be built.)</p>	<p>K. Schenk will invite an AB900 representative to make a presentation at Spring 2008 conference.</p>
<ul style="list-style-type: none"> VP Orientation <p>L. Marelick oriented new CCCAOE Vice Presidents with a review of the Workplan (goals/objectives/activities/responsible party), monthly web page “splash,” etc.</p>	<p>VPs check the CCCAOE Workplan and dates of importance list, website; review web site at regional meeting.</p>
<ul style="list-style-type: none"> CIO’s Spring ’09 Conference <p>M. Smith attended recent CIO conference meeting.</p>	
<p>Treasurer’s Report – new budget reporting format was presented and explained. It will be presented at General Business Meeting.</p> <p>Accepted as presented with corrections M/S/A Mendenhall/Geary</p>	<p>W. Olson will present/distribute treasurer’s report at General Business Meeting.</p>

<ul style="list-style-type: none"> • Awards 2008 Review Nominations due December 7, a firm deadline. An incentive was discussed for the Region VP with the most nominations. 	<p>All members are encouraged to solicit and submit award nominations by the due date, December 7.</p>
<ul style="list-style-type: none"> • Executive Secretary Report A written report was submitted, including potential locations for Fall 2008 conference; a new, more professional-looking, newsletter-type format <i>CCCAOE Wed News</i> is being initiated for communicating via email with our listserv of 1200; potential future (2010 or 2011) joint conference with NCWE will be addressed during a meeting at this week's conference with NCWE officers; the website is up to date with awards announcements, etc.; election letters were sent to each region to solicit nominees for the 2008-09 Board. 	<p>VPs are requested to identify a representative at each college in his/her region to check who will work with individual IT Departments to ensure CCCAOE is not on spam list (black list) at each college/district but is a white list organization.</p>
<p>New Business</p>	
<ul style="list-style-type: none"> • Perkins State Plan – “The Big Split” M. Smith distributed several pages of notes/background. Discussion included approaches to address the current Perkins funds distribution between CDE and Community Colleges. 	<p>A “White paper” prepared by Ron Selge will be distributed at conference registration, feedback will be sought from regions with a question/issue list supplied.</p> <p>VPs will deliver to K. Schenk input from regional meetings using the highest technology available (email, flash, printed out)</p> <p>A Friday workshop at this conference will compile input from regional meetings.</p> <p>A representative group will meet during CCCAOE conference to strategize the development of a proposal for the October 16 JAC-CTE meeting in Sacramento.</p>
<ul style="list-style-type: none"> • Assignments <ul style="list-style-type: none"> ○ Consultation, third Thursday of the month in Sacramento ○ Backup for CIOs meeting (Monterey 10/31/07) 	<p>H.Hill will be the CCCAOE rep to Consultation Council.</p> <p>L. Marelick will check on attending her availability to attend the CIO board meeting October 31 as CCCAOE rep.</p>
<ul style="list-style-type: none"> • Mentor Program <ul style="list-style-type: none"> ○ Mentor>Topic Expert>Email contact 	

<p>To address retirements/replacements/growth and number of new administrators, should CCCAOE engage in a mentoring activity for new leaders? Tabled for future meeting.</p>	
<ul style="list-style-type: none"> • Polling Constituents <ul style="list-style-type: none"> ○ Solicitation by Region (i.e. AAS degree) ○ Regional listserv ○ Disseminate via regional listserv 	<p>VPs are requested, when responding to listserv poll, to use their local/regional listserv, synthesize the input and report back.</p>
<ul style="list-style-type: none"> • Partnering with CCLC “The League” (K.Holland email) Tabled for future meeting. 	<p>All</p>
<p>Conference Planning (separate agenda)</p> <p>Spring 2008 – March 12-14, location Sacramento, potential theme: Advocacy for CTE, Reach-out and Out-reach (variations), regional collaborations, inside the college campus collaborations/partnerships (or just collaborations), legislative advocacy, leadership and collaboration, effective (vs. “best”) practices -- others were mentioned. Keep leadership strand. Themes will be posted on the web site.</p> <p>Keynote suggestions: Diane Woodruff (Interim CCCCO Chancellor), Debbie Travis (Interim President at Sac City College), San Diego EWD hub (B. Cumming) commits funds for a faculty in-service speaker to address their Workplan as well as CCCAOE’s. A community college professor or leader, a speaker the leadership gap in California, Will Daget from New York speaks on the current “wired” technology of our students/workforce, among others.</p> <p>Thursday evening activity: Riverboat, Railroad/Train Museum</p> <p>Legislative award: suggest nominating the Governor</p> <p>Fall 2008 site selection: San Diego, Holiday Inn on the Bay</p> <p>Fall 2009 site: Long Beach, Renaissance Hotel (pending an updated proposal for 2009)</p> <p>Fall 2007 Conference notes:</p>	<p>K. Schenk, President-elect/Conference Chair announces conference theme/title:</p> <p>“Community college leadership: collaborating and making the difference.”</p> <p>Call for Presentations proposals are due December 13.</p> <p>Hosts North/Far North and Bay Region – each region needs to break-out session hosts.</p> <p>Legislative award: call for nominations from membership as back up. Gov A. Schwarzenegger will be nominated due to his support, leadership in funding, etc. availability is not yet known.</p>

<p>270 total attendees, 90 first time attendees</p> <ul style="list-style-type: none"> ■ First timers will be noted with a star so members can greet them. ■ A limo service will take people to downtown Palm Springs Thursday night Street Faire and return them. Signups requested at registration. ■ Late check out on Fri – 2:00 pm ■ Internet connection/valet parking is included in sleeping room fee 	
<p>Representative/Liaison Reports</p>	
<ul style="list-style-type: none"> • System Office (not present) 	<p>Millan</p>
<ul style="list-style-type: none"> • CCCCIO 	<p>Smith</p>
<ul style="list-style-type: none"> • EWD 	<p>Cumming</p>
<ul style="list-style-type: none"> • Academic Senate Faculty in-service event in Santa Cruz, March 6-8 	<p>Patton</p>
<ul style="list-style-type: none"> • CCLC Important bill to nursing programs distributed 	<p>Hill</p>
<ul style="list-style-type: none"> • Regional Consortia 	<p>Mendenhall</p>
<ul style="list-style-type: none"> • CTE Task Force/Consultation 	<p>Smith</p>
<ul style="list-style-type: none"> • EDPAC 	<p>Owens</p>
<ul style="list-style-type: none"> • Curriculum 	<p>Endrijonas</p>
<ul style="list-style-type: none"> • VTEA Research & Accountability 	<p>Smith</p>
<ul style="list-style-type: none"> • NCWE 	<p>Kremer</p>
<p>VP Reports – written reports submitted will be posted on www.cccaoc.org</p>	
<ul style="list-style-type: none"> • North/Far North 	<p>Geary</p>
<ul style="list-style-type: none"> • SF Bay 	<p>Thompson</p>
<ul style="list-style-type: none"> • Central 	<p>Mendenhall</p>
<ul style="list-style-type: none"> • South Central 	<p>Endrijonas</p>
<ul style="list-style-type: none"> • LA/Orange County 	<p>Shaw</p>
<ul style="list-style-type: none"> • Desert 	<p>Hamilton</p>
<ul style="list-style-type: none"> • San Diego/Imperial 	<p>Bettendorf</p>
<p>Meeting Recessed M/S/A Geary/Hamilton to October 12, 2007, 1:15 p.m.</p>	
<p>Oct 12, 2007 –</p>	
<p>Meeting reconvened by President Mollie Smith at 12:45 pm</p>	

<p>Fall 2007 Conference Recap</p> <p>There were 90 new or first time participants in attendance and close to 300 total with only 4 no shows.</p> <p>Everything went well, venue good, food good. All 3 keynote speakers were excellent and complimented each other, Leadership Series format and topics good, very well attended. Basic Skills (all 5) had 35-40 people at least in each session.</p> <p>With regard to leadership track: consider mock interviews with video-cam for spring, inviting districts to do recruitment for open jobs, have a nuts and bolts about funding/budgets, a green deans format, especially at the beginning of the conference.</p> <p>Title V changes needs to be addressed in Spring (S. Low and V. Warner).</p> <p>Lynn Shaw introduced Paul Creason, Rudy Besikof (LBCC) and Raine Hambly (OCCD) as visitors to the board meeting as future leaders with CCCAOE.</p>	<p>Schenk</p>
<p>Conference Planning – continuation from 10/09/07</p> <p>March in Sacramento: theme, consider continuation of Leadership and Basic Skills – both have relevance. NCWE is interested in collaboration with a pre-conference on Wednesday morning. With Basic Skills just funded with \$33 million. Make more effort to get faculty to conference? Invite those from basic skills departments to attend; offer break out sessions on what the colleges need to do, we'll have a national perspective/models with the pre-con with NCWE (they will not be back on the west coast until 2011 to consider a joint conference.)</p> <p>Basic Skills and Leadership: the sequel, the journey continues, other? Need to ensure people do not think they've "been there, done that"</p> <p>"Creating new solutions, building strength."</p> <p>Consider repeating break out sessions so people can attend if there is a conflict or for those who were really well attended.</p> <p>All photos of presenters with bios were men this conference (last was mostly/all females)</p>	

<p>Old Business</p> <p>Regional VPs were asked to address several topics:</p> <p>Legislative Liaison/Representative: Geary reports from North/Far North that there was interest, \$25,000 was acceptable, Scott Lay, Arnold Bray, Bert Arnold were mentioned as possible individuals.</p> <p>Thompson from Bay Area reports there was unanimous approval for the idea.</p> <p>Shaw reports LA/Orange County liked the idea, suggests retired President from Pierce College as a possible individual</p> <p>Endrijonas of South Central their agenda was too full to address, but an email will be sent out.</p> <p>Bettendorf of San Diego/Imperial is supportive of adding a legislative liaison.</p> <p>Next steps: research restrictions on an 5013-c and legislative/lobbying activity, employee vs. contractor, etc.</p> <p>Attend Sacramento and regional meetings/hearings/get information and funnel to exec committee, TBD is them representing us, testifying or speaking for us, a head's up on specific meetings, network with key CCCCCO personnel, understand the legislative process. Perhaps a retired person or currently engaged individual in this representation – they must have background in community college, CTE, etc. CCCAOE needs to develop a list of topics (workforce development, CTE, Perkins funds, etc.) Shaw and Kremer will work on it with others as requested.</p>	<p>Q. Hamilton of the Desert region will get the feedback and report back</p>
<p>New Business</p> <p>Tuesday, October 16 Smith will represent CCCAOE at the JAC-CTE hearing.</p> <p>Kremer reported on NCWE with regard to their interest in a more involved organizational relationship and to enhance their presence in California.</p> <p>Smith reports K. Holland reported that CCLC is interested in an enhanced role with CCCAOE. Smith will contact Scott Lay.</p>	<p>Smith to contact Lay re: CCCAOE involvement with CCLC.</p>

Adjourned at 2:10 pm M/S/A Shaw/Bettendorf

Next Meeting: Winter Board Meeting
January 9, 2008
Holiday Inn on the Bay, San Diego
2008 CCCAOE Fall Conference site