

CCCAOE BOARD OF DIRECTORS
January 30-31, 2003

Attendees: John Avakian, Dona Boatright (speaker phone), Susan Clifford, Susan Coleman, Bobbie Edgin, Erika Endrijonas, Kim Holland, Gary Mendenhall, Meryln Newlin, Wayne Olson, Bill O'Rafferty, Wilma Owens, Catherine Swenson, Shaaron Vogel.

AGENDA ITEM	DISCUSSION	FOLLOW UP
Call to Order Welcome Announcements	The meeting was called to order at 10:05 am. Susan opened the meeting by reading the CCCAOE mission statement.	
Spring 2003 Conference Planning	<p>Kim updated the group on the Spring Conference plans.</p> <p>Gus Koehler is leaving ED>Net this week. Catherine Swenson is the ED>Net representative at this meeting. Jeannie Freeman is heading up the conference planning for ED>Net.</p> <p>Attendance/Travel/Budgets: Some colleges are cutting off Travel and Conference funds. To date ten people have cancelled. The cancellation fee is \$50 for all cancellations received prior to February 25.</p> <p>Speakers for all breakouts are charged registration fees; however, the registration fee for a presenter coming only for the hour may be waived if requested. If presenters or others, if requested attend only one conference day, they will be charged the one-day conference fee of \$150.</p> <p>New Vendors: ED>Net has taken the leadership in getting sponsors. The added ballroom for sponsor exhibits is \$1700/2 days, but the sponsors will be covering the cost. The poster session will be held in the ballroom adjacent hallway space if needed. 15-18 Poster Sessions are expected.</p> <p>Two Keynotes: The Wednesday keynote will be Jose Perez,</p>	<p>John will get names to Bobbie before the Wednesday print deadline.</p> <p>Kim and Catherine will discuss which events CCCAOE and ED>Net will start.</p> <p>Susan will follow up with Jose Perez for biographical information, title.</p> <p>Bill will follow up with regional VPs re: forwarding names of retirees who are either present or who have been "active" members.</p> <p>Catherine will remind Jeannie that ED>Net is responsible for arranging the roundtables.</p> <p>Catherine also needs to get a title for the Luncheon panel discussion. Jeannie will provide that; Susan will provide a title for the keynote.</p> <p>Catherine will check with ED>Net about the</p>

	<p>publisher of the <i>Latino Journal</i>. Friday's keynote speaker is State Senator Jack Scott. The Thursday lunch discussion panel will be: Scott Lay (CCLC), Marchelle Fox (EDPAC), Diane Fuentes-Michel (CCCCO), Shaaron Vogel (Statewide Academic Senate and CCCAOE).</p> <p>Chancellor Evans from San Jose Evergreen Community College District will open the conference.</p> <p>CIO Forum: Kim reported a very good response from the CIOs. Kim and Susan will focus on the issues discussed at the CIO board meetings.</p> <p>Universidad Technologica: Gene Bohatch has invited Sergio Figueroa Balderas and other UT Rectors to attend the conference. They will host a breakout session on Wednesday and then a reception for interested people.</p> <p>Thursday Evening Activity: Discussion regarding whether to hold the traditional networking activity at the Entrepreneur Center or the Technology Museum was discussed. Kim and Bobbie will assess both sites and make a decision.</p> <p>Host region: John reported good responses in the SF Bay region for session facilitators and door prizes. He may need more facilitators. It was suggested that source of gift be listed on the prize. Sponsor door prizes will be given away on Wednesday night.</p> <p>Gary Mendenhall raised the issue of lowering the cost of the conference registration fee for the upcoming conference, especially in the context of budget issues. Reducing the cost might mean more faculty attendance.</p> <p>Chancellor's Office Participation: Merlyn asked the Board to make recommendations regarding whether to structure the Chancellor's Office sessions as one session or competing sessions.</p>	<p>meeting scheduled for Wednesday afternoon.</p> <p>Regional VPs will forward names for retirees to be honored.</p>
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	<p>Possible topics to include VTEA, Tech Prep, Economic Development. Updates, reauthorization, what's the future, grants. Dona's presentation will be on collaboration in hard times.</p> <p>Susan discussed a concern presented at the last EDPAC meeting about the fact that a non-union hotel was chosen for the conference. While the Board acknowledged that ED>Net needs to be sensitive to this issue since it works closely with business and labor, CCCAOE is not able to make decisions based solely on a hotel's union or non-union status due to its 501C3 status.</p> <p>The MOU between CCCAOE and ED>Net was reviewed. All of Kim's and Susan's issues have been addressed and changes made. The MOU was approved.</p> <p>Conference Agenda: The Board reviewed the conference agenda draft.</p> <p>Awards and Retiree Recognition: There was discussion regarding how the CCCAOE and ED>Net awards would be presented and it was agreed that awards would be given at the Wednesday luncheon; retirees will be recognized at the Wednesday reception. Bill asked the VPs from each region to forward names of retirees. Special recognition will be given to Ed Pearce as a retiring Charter Member of CCCAOE.</p> <p>The CCCAOE business meeting and installation of 2003-2004 officers will take place on Friday.</p> <p>Additional Stipend: Kim reported that this year there has been extra work to plan the conference, especially being a joint conference. Bobbie has handled tons of requests and worked many hours "off-line." An additional one-time stipend of \$500 for Bobbie was unanimously approved by the Board.</p>	<p>Susan will contact the concerned individual and explain CCCAOE's position.</p>
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	The grand prize will be a Palm Pilot.	
Minutes	The Minutes from the October 8, 2002 Board Meeting were approved.	
Treasurer's Report	<p>Wayne presented the budget report.</p> <p>Blue Sheets indicate the current balances and budget. Wayne reported that CCCAOE is in strong financial shape and that the last conference added to the reserves.</p> <p>The budget was approved unanimously.</p> <p>Wayne requested guidance regarding this report to the full membership. The Board suggested the following: Income; Expenses; Reserves; and, Current Budget Balance.</p> <p>Gary suggested that the \$500 per Regional Vice President be reinstated in next year's budget to help defray the cost of VPs attending Board meetings in these tough budget times.</p> <p>Susan requested that if she is asked a question at the conference Business Meeting, the most appropriate Board member should answer as part of their responsibility to the Board.</p> <p>See Action Items from Officers & Regions for discussion regarding Signatures on Bank Account.</p>	Wayne will produce double-sided budget reports to conserve paper.
Action Items from October Board Meeting	History of Accounts/Audit Responses: Wayne had a discussion with the auditor. He explained what was feasible for the organization and the auditor explained his own business-based perspectives. The auditor did not indicate that the same issues would be raised next year; these were suggestions. After some consideration, it was determined that bonding of the Treasurer is unnecessary because CCCAOE has a liability insurance policy, which can be revisited when considering insurance renewal before June Board meeting. It was also agreed that dual signature for checks over \$1000 was unnecessary because CCCAOE is covered by insurance. Expediency is more important given the geographical separation of officers.	<p>Bill and Bobbie will get an e-mail out to VPs for Retiree List. Bill and Bobbie will get a plaque for Ed.</p> <p>Susan will get the name of Ken Meehan's website.</p>

	<p>Ed Pearce Recognition: Ed will be at the Conference on Wednesday night and Bill will receive a plaque.</p> <p>Policy on Unpaid Registrations: Kim and Bobbie have not talked specifically about it since last conference. A letter was sent to the No-Shows at the end of the last conference requesting the entire fee, of which CCCAOE will keep \$50 and \$270 will be put towards the Spring conference. The process went smoothly and No-Shows/No-Pays do not exceed 12.</p> <p>Website Review: No specific progress to report. John noted that the new website has been virtually unchanged for the past 6 months. If the intent is for the website to be dynamic and/or a portal, it needs to be refreshed. John suggested that all of the board members need to feed "what's new" content to the website. In addition to regional news, other sources of information could be what happened at WEDAC, the CIO's meeting. Rotate monthly; one person responsible.</p> <p>Monthly Breakdown:</p> <p>President: Fall, Spring Conference (2) Awards/Elections (1) President-Elect Conference Highlight (2) 7 VPs – 1 each month 1 Chancellor's Office</p>	
<p>Chancellor's Office Reports</p>	<p>Dona Boatright delivered the Chancellor's Office report via the speaker phone. She reported that there was a lot of activity happening around the midyear budget cuts and the 2003-2004 budget. The focus will be different between the two discussions.</p> <p>Midyear cuts: The governor gave his budget speech on January 10th, which included severe budget cuts to the community colleges.</p> <p>On top of across the board cuts, is \$80 million he's trying to get back</p>	

	<p>because of his claim that community colleges have double-dipped. Chancellor's Office position is twofold: they are pursuing investigation of any questions of the illicit claims for apportionment for P.E. while at the same time pointing out the legitimate classes we hold, i.e. the middle college. There is agreement that the community colleges should only have their "fair" share of cuts. Secondly, a consultation workgroup was configured to consider the Governor's proposal. The workgroup developed a proposal that was taken to the Board of Governors, including guiding principles for making the budget cuts and in an effort to craft something that the CCC's can live with. There are efforts to keep the total reductions proportionate and to protect categoricals and apportionment. The BOG approved the consultation proposal. Robert Turnage and others are meeting with legislators. Biggest hit for this midyear cut is to economic & workforce development.</p> <p>The Chancellor's Office participated in a 20% cut drill process. The Governor's response included naming positions that should be eliminated to help reach the budget cut goals. CCCCCO said that they should have the right to name their own positions and what they need. They have a variety of positions that they've lost through hiring freezes and hiring sweeps. They are hoping to find true places for people doing work, but who are not in positions.</p> <p>WIA, Tech Prep, and School to Career: The Chancellor's Office is still waiting for signed agreements. Cuts will affect FII grant money and many innovation dollars are being cut along with PFE.</p> <p>Politics: We have to stand together and give consistent messages to the legislators and the governor. At the local level, it's very important that we, through CEOs, CIOs, etc., contact the local representatives to discuss the impact on our college in their district. They need to be educated about the local implications.</p> <p>MerylIn also stressed the importance of system unity. She has</p>	
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	<p>received the greatest number of questions regarding the equipment grants. Applications are due February 19th but the likelihood is not high that the money will be there.</p> <p>VTEA and the CCCCCO: Even though it's federally-funded, a portion of VTEA money comes in as administrative, but it requires a State match. However, there is no state match, so no money has been allowed to be spent. Meryln sent a memo out to spell out the difference between VTEA and other state funds so that districts will know what they can cut and cannot cut. She has also created a VTEA ListServ on their website. It is a self-subscribing listserv and Meryln is the only one who can send out information. It was included in the VEST update in January.</p> <p>Budget cuts within the agency may have an impact on VTEA. Since the hiring freeze began, 4 people have left the VTEA unit and have not been replaced.</p> <p>2002-2003 Funding for Perkins at the Federal Level is still uncertain. The Senate passed a 2.9% cut to the State grants, but it will not have an impact due to the administration-allocated money that couldn't be spent because of no State match. There is enough money to cover the 2.9% cut. 2002-03 money is secure. Reauthorization has gone through several iterations. It's difficult to know if it will get wrapped up with Workforce Investment act and TANF. Pell Grant is off the table, as is VTEA being under WIA. Tech Prep was given an augmentation but there are no signed grant documents yet. The augmentation may have been as a result of the carryover funds from 2001-2002. Higher Education Act is up for reauthorization.</p> <p>E-Grant projects for I-C grants: one vendor can meet the CCCCCO needs. Contract didn't get cut in 2001-2002. It's caught up in the spending freeze. Hope to move forward in the future. This year's grants might be on-line.</p>	
Standing	Awards: Susan Coleman disseminated the Award Nominations	Catherine and Susan will have the award

<p>Committee/Appointee Reports</p>	<p>spreadsheet. There was discussion regarding the appropriate placement of nominations in categories. There was only one nominee for outstanding faculty. Several in the Program category could be Faculty nominees. Partnership was most common category. It was agreed that Bob Pile's nomination could be a leadership award as there were no other nominees in the Leadership category. There will be two Outstanding Program awards due to a tie. Nominee Recognition will be given to all nominees by listing them in the Awards program. The letters to winners and nominees will go to CEOs, CIOs, PIO's...-and nominator signed by the President. Letters also go to the industry partners. The winners will be invited to the Wednesday luncheon and then the afternoon session. The winners are CCCAOE guests for lunch and are invited to stay for the evening reception.</p> <p>Wilma volunteered to be a 2003-04 Awards Co-Chair and the other will be selected at the June Board meeting.</p> <p>Nominations & Elections: Bill passed out the list of candidates for the 2003-04 Board elections. Candidates are: John Means and Kimberly Perry (President-Elect); Carole Delgado, Steve Donley, Erika Endrijonas (Secretary); Lyn Marelick (VP-SF Bay); Carol Shearer (VP South Central); Susan Coleman and Stanley Viltz (VP/LA/Orange County). Bill encouraged Bay Area and South Central to submit second regional Vice President candidates. The election has to take place 30 days ahead of the Spring Conference or by May 15, whichever occurs first. Will go out by February 7th with a return date of March 5.</p> <p>Liaison Organizations:</p> <p>Academic Senate: Shaaron Vogel, Chair of the Occ Ed Committee of the Statewide Academic Senate puts on a yearly Voc Ed Leadership Conference; this year it is March 14/15 in Santa Cruz at the Chaminade. It's funded for participants except for \$50. Each year, the agenda changes; this year's agenda emphasizes New Challenges;</p>	<p>winners send in their pictures and synopses.</p> <p>Susan, Catherine, Bobbie will review more catalogs and discuss the type of Award to be given to the four winners.</p> <p>Shaaron will follow up regarding a supply of Academic Senate publications for the conference.</p>
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	<p>Focus on the budget; Funding methods. Specific discussions will be on TOPS codes, VTEA funds; How to calculate FTE; Breakout on Vocational Issues; Regional Consortia; Role of Advisory Committees; Marketing; New Accreditation, student learning outcomes; Grant writing; and, Learning styles for vocational students. Information competency discussion will be held on Saturday.</p> <p>Occupational Education Committee: Shaaron shared two publications: <u>Toward an Understanding of Workforce Development</u> and <u>CalWorks and California Community College</u>. She reported that there are many publications to share information for faculty in all areas. She would like all new Senate Presidents to attend the Leadership conference. Susan suggested having the publications available at the conference. Shaaron will follow up.</p> <p>Shaaron also discussed the trend towards limited shared governance and the efforts to update disciplines for Minimum Quals for faculty teaching in all programs.</p> <p>NCWE: Lyla Eddington is no longer going to the NCWE Board meetings; June Yamamoto is on the NCWE Board. No Board report has been submitted during this transition period.</p> <p>ED>Net/EDPAC: Catherine reported on ED>Net. The program is transitioning from the ED>Net logo; it's new name is Economic and Workforce Development Program. They are coming together as a team of directors under Kay's leadership. There is no plan to replace Gus at Los Rios because they no longer want to hold the leadership grant. Several competitive grant applications will come out soon for MIS duties, conferences/websites to begin in July. The JDIF and IRDC grants are out with a 90-day turn around. The process has to be done whether ED>Net knows about the money now.</p> <p>The coordinating network is being run by Jeannie Freeman and a couple of staff members. The Initiative Directors and Kay have been</p>	
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	<p>providing leadership. They are working on Budget information/advocacy and are supporting system's proposal of a 3.66% cut across the board, plus a deferral of the grant of 16% deferred for next year.</p> <p>Economic and Workforce Development Advisory Committee (EDPAC) meeting: The system has developed an advocacy workgroup. The Academic Senate and the CIOs are working on an advocacy piece. The committee is hoping to address inequities in community college funding. Richard Holden, chief of LMID for EDD, gave a presentation on what they're doing related to Career Ladders.</p> <p>CCLC: The written report from Nick Kremer was noted. He would like guidance on budget advocacy. He would like a unified approach and to avoid the practice of offering up programs in place of other programs.</p>	
<p>Executive Secretary Report</p>	<p>Bobbie reported that there were 312 Fall 02 conference attendees, 12 of whom have not yet paid their fees. All major bills are paid.</p> <p>Bobbie reported that the fees for 12 Spring 03 Joint Conference registrations have been collected using the credit cards with the PayPal system. Each registration costs the Conference an \$8.50 transaction fee, but it is immediate income. PayPal forgave the set up fee, and because the account was set up under CCCAOE, CCCAOE can continue to use service for future conferences at the Board's direction.</p> <p>Future Conference Sites: Bobbie has visited several Long Beach hotels for the Fall 2004 conference. It was agreed to wait until the March Board Meeting to both review proposals from Long Beach and to further discuss whether CCCAOE will hold two conferences per year given the current budget crunch.</p> <p>Joint CCCAOE/CIO Conference Spring 2004: Bobbie visited three San Francisco hotels in November and narrowed the choice between the Holiday Inn (financial district) and Cathedral Hill. The</p>	

	<p>Board accepted Bobbie's recommendation to choose the Cathedral Hill hotel; she and a CIO group member will revisit the hotel. The conference dates will be March 3-5, 2004, with the CCCAOE Board meeting on March 2nd. No contract can be signed with a hotel until the CIOs review the proposals and give their approval which is delayed until at least April at the CIO Conference/Board Meeting.</p> <p>Website: Good comments are coming in, but she's concerned with the lack of updates. All PowerPoint presentations from Fall 02 conference were put on the website when they were received. Bobbie has asked for disk copies from all presenters for the upcoming conference. The West Valley Design Group has been cut by West Valley College, but the web designer CCCAOE worked with has taken over the contract for maintenance at the same contract fee set up with WVDG.</p> <p>LapTop: Bobbie thanked the board for the new laptop that has made her work much easier. The total expenditure was \$1900.</p> <p>ListServ: CCCAOE is dependent upon ED>Net to keep the CCCAOE ListServ updated and functioning; however, there have been problems due to heavy turnover at ED>Net. Bobbie checked with Hostway, the website host, and they can provide multiple listservs at no additional cost. It is possible to break members down into several listservs; or it is possible have 1000-person listserv for an added fee of \$15/month. Further information will be gathered and brought to the Board before a decision is made.</p> <p>The Fall 2002 Newsletter was printed and mailed to 1700 recipients.</p>	
<p>Action Items from Officers & Regions</p>	<p>Future Conferences: See Executive Secretary's report regarding the 2004 conference plans.</p> <p>Listservs: ED>Net is working on changing the website to a different host and off campus. They are moving so that ED>Net can update it themselves and keep up with it themselves. It was agreed that</p>	<p>Agenda items for March Board meeting: Discussion regarding whether to hold two conferences per year; location of Fall 2004; whether to have Spring 2004 with the CIOs.</p>

	<p>Bobbie will continue to investigate the listserv issue and make a recommendation to the Board.</p> <p>Signatures on Bank Account: It was agreed to have the President-Elect, President, and Treasurer on the bank signature card. As a new President-Elect is added, the Past President's name will be removed.</p> <p>Budget Issues: As a point of clarification regarding the use of grant funds, as long as the full cost of instruction is not borne out of a grant, then FTES can be claimed. The cost of instruction includes facilities, benefits, salary, and utilities. If a college can demonstrate that the grant is contributing only a portion of the total cost of instruction, then it is acceptable to collect FTES.</p>	
<p>Key Issues/Future Action Items</p>	<p>Executive Secretary Contract: The three presidents met to discuss renewing the Executive Secretary's contract. It was recommended and approved that Bobbie's contract be extended for one year with a 5% increase for a total of \$21,000. Susan offered \$1,000 of the President's travel funds to cover the increase. It was agreed that CCCAOE would offer a one-year contract extension, rather than the usual 2-year contract, due to financial uncertainties.</p>	<p>Discuss the Retiree Recognition policy at the March Board meeting. Bobbie and Bill will forward copies of the existing policy to the Board prior to the meeting.</p> <p>Agendize the ratification of Executive Secretary contract for March Board Meeting.</p>
<p>President's Report</p>	<p>CIO & BOG Meetings: Kim and Susan alternate attending the CIO meetings. Susan summarized the two meetings she attended and the discussion of stand-alone courses and proposed fee increase to \$24. The CVC has been suspended. Susan also indicated that both the CIOs and CCCAOE will hold off finalizing plans for Spring 2004 until both organizations assess the budget situation and their Spring conference attendance.</p> <p>Stand-Alone Criteria Draft: The draft language comes from the Curriculum Handbook and Title V. The CIOs are open to feedback, especially regarding the possible addition of "accreditation standards would supercede the requirements." It was agreed that the criteria should be helpful so that things that come forward to the Chancellor's Office are in good shape. Recommended that this is the guideline,</p>	<p>Susan will contact Randy Lawson to forward the Stand-Alone Course Approval form electronically to the Board to be sent out to the Regional Chairs.</p> <p>Gary will discuss the Stand-Alone Course issue at the Regional Chairs meeting on Monday.</p>

	<p>but it was also pointed out that this is nothing new and the question was raised about why the Chancellor's Office is involved in this process. These guidelines come from Title V and colleges already monitor Stand Alone courses. Curriculum is the faculty purview, and it was questioned why it should be monitored elsewhere. Shaaran indicated that this issue will be on the State Academic Senate agenda by next week. Susan reported that she discussed Charlie Klein's involvement with Dona Boatright, noting that competition can be worked out at the regional level.</p> <p>As Susan's written report indicates, the CPEC process will be changing and the Chancellor's Office will screen program approvals, based on established criteria, to decide what goes forward to OPEC.</p> <p>EDPAC/ED>Net: John Avakian made a presentation on his Initiative to EDPAC as part of its standard evaluation process. EDPAC can recommend changes or initiatives could be downsized or expanded as compared to other initiatives depending on what type of progress is being made.</p> <p>BOG Meetings: Susan tries to attend the BOG meetings, but she emphasized the need for CCCAOE to maintain its connection to the CIOs because they represent CCCAOE to the BOG.</p>	
President-Elect's Report	<p>CIO's Meeting: Kim e-mailed her CIO report in November.</p> <p>WEDAC: No meeting was scheduled between last April and last January. Kim had difficulty getting there due to fog. Jan Swinton was there and gave Kim her notes. Kim stressed the importance of CCCAOE involvement with this Advisory Committee. The first meeting was more of a one-direction meeting where WEDAC gave information rather than having a dialogue. It was Dona's first meeting and more of foundation meeting. The next meeting will be in April.</p>	Board Members will bring issues to the March Board meeting for Kim to bring to WEDAC in April.
Past President's Report	Bill appreciates the work of Kim and Susan.	
Regional Vice-	North/Far North: Catherine reported that her region had a	VPs should make sure to list for the CCAOE

<p>President's Reports</p>	<p>videoconference on Dec. 10th with good participation. Seven sites stayed connected throughout the entire event. The group reviewed a proposed mini-grant process for consortia funds; the region needs to replace some members on the Statewide advisory committees. Newly endorsed programs were included in Catherine's written report.</p> <p>San Francisco Bay: John reported that the focus of the region is the program approval process. The Region is evolving with a new Regional consortia structure. Co-Chairs were just elected from the region. Videoconferencing is working well; there was no face-to-face meeting in December but 20-25 people met via web conferencing through CCC Confer.</p> <p>Central: Gary reported that a work plan was created in June. The region is focusing on orienting new managers, faculty, and counselors. Since October, they have also focused on Healthcare programs. They have also been meeting about career cluster initiatives, and they will have a session on challenges facing vocational counselors. They want to fund faculty to attend events. The Center for Excellence in Bakersfield is putting together a booth to present the "train your brain" materials and opportunities in the region.</p> <p>South Central: Erika read highlights from Vicki's report, including the recent presentations at the regional meetings and program endorsements.</p> <p>LA/Orange County: Susan is busy with the Workforce Leaders Institute. It is funded from the Regional Consortia and is targeted to administrators or emerging leaders. The conference dates this year are April 30-May 2 at Lake Arrowhead UCLA Conference Center and it is free. The focus is on leading Student Success. There will be a Nursing Faculty Collaborative in February and the Cooperative Work Experience group met as a tri-region with LA/Orange and San Diego. It is a faculty-based group with many Career Center/Employment Services people. The regional interior design program is going well,</p>	<p>newsletter and website the new courses, programs endorsed. CC Presidents really like to see what has been approved.</p> <p>Regional VPs will provide a quarterly list of courses/programs endorsed.</p>
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	<p>which includes a joint-advisory committee for five colleges for one program. WBL on-line course has been going well, and the high school participants have been great in the course. It will be offered again in March/April.</p> <p>San Diego/Imperial: Wilma reported that the regional deans do a 2-day retreat each year, which includes in-depth discussion and updating each other. They also have an active regional steering committee with wide participation, including members from the State Advisory Committees.</p> <p>Desert: A Dental Hygiene Technician program is being put together, despite evidence that the program will be very expensive. Mt. San Jacinto has moved forward on AJ, Fire Science, and Turf Management. Chaffee College has a lot of IT curriculum and is building a tech center in downtown Chino to do training. They have been successful with their Community Services Curriculum that trains perspective employees for local retail outlets. The physical education concurrent enrollment issue is also happening in the Desert region. Every college in the region is over cap and there are several open Presidencies.</p>	
<p>Complete Spring 2003 Conference Planning/ Fall Conference Planning</p>	<p>Spring Conference Planning is complete, no further discussion.</p> <p>Title and direction for the Panel Presentation at the Thursday lunch meeting will be the following, posed as questions:</p> <ol style="list-style-type: none"> 1. Succeeding with Less: A question related to "Strength and Collaboration on a Shoestring" 2. Changing Expectations: How can this be managed in the vocational area where technology plays such a large role? Information sharing should be stressed as a tool for success. 3. How do we collaborate? 4. What are the opportunities within their areas of responsibility for collaboration: How can programs succeed with limited budgets? 	<p>Susan will ask Michael Ward to be the Panel Moderator.</p> <p>Bobbie will make sure there are cards on the tables for audience members to write down questions for the panel members</p> <p>The three presidents will discuss the Board Workplan between March and June and bring to June Board meeting.</p>

	<p>Kay Ferrier will introduce the panel, and cards will be distributed to the audience to submit written questions to the panel.</p> <p>Board Workplan: It was recommended that the three presidents meet between the March and June board meeting to suggest changes to the Board Workplan and then bring those suggestions to the June board meeting for discussion.</p> <p>Awards Follow-Up: Susan reported that Award winners would receive star-shaped awards. The recognition for those who were nominated but who did not win will say: Award Nominee incategory. Their names will be listed in the program and then a letter will be sent to their CEO, CIO, PIO, and to the person.</p>																									
<p>Carryover Items from Thursday/ Board Meeting Schedule for 3/11; 3/14</p>	<p>Bill called for additional nominations for officers and regional Vice-Presidents to be forwarded to him immediately.</p> <p>John revisited the schedule for providing updated information for the website:</p> <table data-bbox="516 852 1285 1234"> <tr> <td>LA/Orange Co. VP</td> <td>January</td> </tr> <tr> <td>President-Elect</td> <td>February (Conference Preview)</td> </tr> <tr> <td>S. F. Bay VP</td> <td>March</td> </tr> <tr> <td>Past President</td> <td>April (Awards/New Board)</td> </tr> <tr> <td>North-Far North VP</td> <td>May</td> </tr> <tr> <td>San Diego/Imperial VP</td> <td>June</td> </tr> <tr> <td>President</td> <td>July</td> </tr> <tr> <td>Chancellor's Office</td> <td>August</td> </tr> <tr> <td>President-Elect</td> <td>September (Conference Preview)</td> </tr> <tr> <td>Desert VP</td> <td>October</td> </tr> <tr> <td>South Central VP</td> <td>November</td> </tr> <tr> <td>Central VP</td> <td>December</td> </tr> </table> <p>The Board Meeting scheduled for March 11th will begin at 10:00 am Reception and packet stuffing will occur after the meeting, prior to dinner at La Pastia. The post-conference Board meeting is scheduled</p>	LA/Orange Co. VP	January	President-Elect	February (Conference Preview)	S. F. Bay VP	March	Past President	April (Awards/New Board)	North-Far North VP	May	San Diego/Imperial VP	June	President	July	Chancellor's Office	August	President-Elect	September (Conference Preview)	Desert VP	October	South Central VP	November	Central VP	December	<p>Board will follow-up with Website updates.</p>
LA/Orange Co. VP	January																									
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South Central VP	November																									
Central VP	December																									

	for March 14, 12:30 p.m. at the Double Tree.	
Adjournment	Meeting adjourned at 11:45 am.	