

CCCAOE BOARD OF DIRECTORS
June 11, 2001 Meeting

Attendees: John Avakian, George Blanc, Kay Bruce, Tom Clark, Susan Clifford, Susan Coleman, Lyla Eddington, Bobbie Edgin, Jim Edgin, Kim Holland, Gary Mendenhall, Eileen Kraskouskas, Victoria Morrow, Bill O'Rafferty, Kim Perry, Catherine Swenson, Kathy Werle.

AGENDA ITEM	DISCUSSION	FOLLOW UP
Fall Conference Planning	<p>Susan Clifford began the discussion with a review of the spring conference summary. Bill O'Rafferty disseminated a worksheet from past ideas for the next conference. Chuck Nathanson from San Diego Dialogue will speak on the global economy and dealing with educational issues across borders. Follow-up workshops will address the four conference strands, staffing & demographics, funding, curriculum, and collaboratives. Each group will have a recorder and identify barriers in the strand.</p> <p>Kim Perry suggested that the Regional Consortium meetings follow the CCCCCO reports for the spring conference so that regions will have a chance to respond to issues brought up by the Chancellor's Office.</p>	<p>*Tom Clark and Lyla Eddington will take responsibility for the discussion on staffing and demographics; *Eileen and Susan Coleman will take funding; *Catherine Swenson and Kay Bruce will take curriculum; *Kim Holland and Gary Mendenhall will take responsibility for the discussion on collaboratives. *The Executive Board will review the proposals for workshops for the second breakout at Fullerton College on June 20 at 1:15. *Lyla, Kim Holland and Eileen will prepare the CIO Forum *John Avakian will explore the possibility of having internet access for the fall conference *Eileen will get a local speaker for the Thursday lunch and a welcome President for Wednesday *Susan Clifford will book a bay cruise or other event for Thursday night *Bobbie will change the CCCAOE membership to be paid in 6-month increments at each conference</p>
Call to Order	The meeting was called to order by Kay Bruce at 1:45	
Additions to Agenda	Workforce Investment Act - 8.2	
Minutes	The minutes were approved as submitted	
Treasurer's Report	George distributed his report, including the proposed budget for the next fiscal year. A request was made to change the planned budget for next year to a zero balance. Kim Perry pointed out that cash-on-hand as of July 1 would cover that issues. The report was tabled until tomorrow's meeting.	<p>*George will explore the parameters of a reserve account and will report back at the October meeting. *George will adjust the conference costs for next year to reflect a balance of zero on the proposed budget for 2001-2002.</p>

		*The budget will be revisited at tomorrow's meeting.
President's Report	Kay Bruce referred to her report in the binder. She thanked Board members for their contributions toward the goals of the group. CCCAOE has been invited to present at the NCOE conference in October. Victoria Morrow and the Presidents of CCCAOE will present. CCCAOE has also been requested to speak at the Public Relations conference in April.	
President Elect's Report	Bill referred to his article in the CCCAOE newsletter.	
Past President's Report	Mike Moyers was not in attendance.	
Regional VPs' Reports	<p>North/Far North: Catherine Swenson reported that the region is hosting Core Indicator workshops and a Snow Camp for faculty development in January.</p> <p>San Francisco Bay: Kathy Werle referred to her report in the binder. This region is hosting an information technology conference today. A major focus was hiring salaries within the colleges for technical staff. John Avakian will be the new VP for this region.</p> <p>Central: Gary Mendenhall referred to his report in the binder. Core Measures workshops will target faculty involvement.</p> <p>South Central: Victoria Bortolussi was not in attendance, but sent in fliers on learning communities to be shared with other regions.</p> <p>L.A./Orange: Susan Clifford referred to her report in the binder. She distributed an article by Lin Marelick from the Statewide Academic Senate regarding Occupational Education, recommending subcommittees for vocational education on local Academic Senates. Susan Coleman will be the new VP for this region.</p> <p>San Diego/Imperial: Eileen Kraskouskas distributed her report. She asked that other VPs include new programs in their reports so that all could be informed.</p> <p>Desert: Tom Clark distributed his report. He recommended industrial marketing through CCCAOE to support functions. Membership demographics are an important step in this direction. There was a discussion about the granting of college credit for coursework done at the high school via credit by exam. This region</p>	<p>*VPs are asked to include new programs in their reports.</p> <p>*At the October Board meeting, the group will discuss membership demographic data collection for the purpose of industry support.</p> <p>*Tom will communicate with Susan Coleman about the concerns of his region regarding granting college credit for coursework done at the high schools via credit by exam.</p>

	interprets the drafted Ed Code changes as more restrictive.	
Standing Committee and Appointee Reports	<p>NCOE: Lyla stated that NCOE is looking for a more appropriate title for its organization.</p> <p>Ed>Net: No rep in attendance. Gus Koehler, new Director, begins later this week.</p> <p>Chancellor's Office: An input request document, deadline late August, went to the CIOs and Occ Ed Deans recently regarding the Board of Governor's Initiative. A supplemental document is coming soon. "What would you like to do with the innovation fund and how much would it cost?" Faculty input would be optimum.</p> <p>Career Certificate questions with the Senate have not been resolved. It remains to be determined what constitutes "full career preparation." This issue will need to be looked at with the BOG Initiative.</p> <p>Kim Perry distributed a VEST (Vocational Education Services Team) report and a draft of the VTEA State Leadership Funds Workgroup. The state advisory committees were discussed. Kay stated that having the committees scheduled for the day prior to the conference in San Diego is a positive opportunity to connect and communicate. Kim stated that reps from each statewide advisory committee will attend each Regional Consortium meeting.</p> <p>Core Indicator performance measures are being renegotiated. The deadline is June 22. Economic issues which impact enrollment, retention, and completion will be considered. Core Indicator data may be changed and performance levels lowered, but colleges will not be asked to amend applications.</p> <p>San Joaquin Delta College will be working on a digital signature project to determine its effectiveness in the VTEA IC application procedure.</p> <p>New Program Approval Process: Kim Holland reported that the changes to the Handbook are being finalized. Communication regarding the ratio of units and hours was distributed. Input from the field needs to be in by June 30. Lyla stressed the need for staff development.</p>	<p>*Members with suggestions for a name change for NCOE can email NCOE directly or to Lyla by June 30.</p> <p>*The fall NCOE conference is October 21-23 in Fort Lauderdale.</p> <p>*Help to CIOs is requested to respond in a timely manner to the BOG Initiative input document.</p> <p>*Bobbie will email the membership regarding response to the Chancellor's Office request.</p> <p>*Kay will represent CCCAOE at WEDAC where the recommendations will be discussed and action will be taken.</p> <p>*Input for the New Program Approval Process Handbook needs to be in to Kim Holland or Lyla Eddington by June 30.</p> <p>*Kim Perry will request a commitment for staff development from CCCCO regarding the new Program Approval Process Handbook.</p>
Executive	Bobbie referred to her report in the binder. The	*Bobbie will make arrangements

<p>Secretary's Report</p>	<p>group approved the split of membership fee into 6-month segments. The group approved the use of credit cards for conference registration. The group approved the planning of a joint and simultaneous conference with Ed>Net for the spring of 2003.</p>	<p>to accept credit cards for the fall conference and report back to the Board on the success of this move.</p> <p>*Bobbie will book the Doral Hotel in Palm Springs for the Fall 2002 conference.</p> <p>*Bobbie will include a map of regions with colleges in California so that conference attendees can identify their area.</p> <p>*Use of the listserv will be through the office of the Executive Secretary. When appropriate, she will consult with the President. Jim will work with Mike Moyers to develop a policy for this.</p>
<p>Action Items from March Board Meeting</p>	<p>Bill talked about several follow-up issues from the March meeting including Bylaw changes.</p>	<p>*Susan Coleman will serve as rep to Family Consumer's Studies Statewide Advisory Committee.</p> <p>*Bill and Bobbie will draft the changes of the Bylaws and disseminate to the Board in October.</p>
<p>Action Items</p>	<p>White paper on tax waiver: Kathy reported that she consulted with Christopher Cabaldon. A white paper is available and Christopher will try to get it through on this budget proposal.</p>	<p>*Kathy will send info to Bobbie on the tax waiver for posting on the web.</p>
<p>Key Issues</p>	<p>Bill disseminated the draft of the new contract for the Executive Secretary. Non-members were asked to leave the room. Changes from last contract included "Coordinating with the President, conduct the business of the Association" and the term of this contract is two years.</p> <p>Workforce Investment Act: Kathy lead a discussion about WIA accountability.</p>	<p>*Future contract reviews for the Executive Secretary will be annually in January.</p> <p>*The Board will vote on the contract tomorrow.</p>
<p>Adjournment</p>	<p>The meeting was adjourned at 5:20 p.m.</p>	