

MINUTES

TOPIC	DISCUSSION	FOLLOW-UP
Information from Julie Preston-Smith regarding the training and the April workshop	<p>Sue reported that Julie talked to her on Jan. 18th to report the following:</p> <ul style="list-style-type: none"> • 22 people representing the 12 of the 14 colleges in the Central Region will participate in the San Ramon training next week. • Julie will confirm the April 8th date for our workshop w/ this group. Sherrean stated that she hesitates changing the date. • Julie suggest beginning at 9 or 9:30 a.m. and concluding by 2 pm • Those trained next week will share best practices during April workshop • Sue told group that Julie voiced concern about including high school counselors in the April workshop. The tool kit that will be shared has been developed for community college counseling personnel. Perhaps high school is a next step. Sherrean stated that we need to support Julie's recommendation. 	<p>Sue to confirm seating capacity of the Madera Center.</p> <p>Sue to confirm April 8th date w/ Julie and send follow-up information to our planning team.</p>
Tech Prep Tool Kit Don Borges	<p>Don will order 50 kits for the April workshop. This kit is designed for use by high school and college personnel.</p> <p>Don has secured a high school counselor, Laurie Marchy of Turlock High School, to present the Tech Prep Tool Kit.</p>	
Sam Aunai – Industry person for panel	<p>Clarification: Richard Larson was to contact Jim Chin. It had been decided during November call that it would be difficult for Sam to find an industry person to drive all the way to Madera.</p>	
Panel Members	<p>Sue will contact Richard Larson to ask about progress on securing industry panel people.</p> <p>Don has secured a student intern from Hilmar Cheese. Her supervisor will participate in the panel</p>	<p>Sue to provide feedback to group regarding conversation w/ Richard. (Jim Chin for panel person and panelists from manufacturing/industrial/electrical?)</p>
Themes and Promotional Materials	<p>Sue to develop email communication to promote this event. CRC will cover morning beverage service and lunch. Participants must cover own travel expenses.</p>	<p>Sue to prepare promotional materials for workshop and share w/ group.</p>
Next Call	<p>March 16, 2010 at 9:30 a.m. via CCCconfer to finalize workshop details. Will also announce during region meeting at CCCAOE.</p>	<p>Sue to set up call and notify planning team.</p>