Minutes
Central/Mother Lode Regional Consortium
Steering Committee Meeting
August 5, 2015
SCCCD-Herndon Campus, Clovis

1. Welcome and Introductions- Meeting Attendees (9:39 A.M.):
Steering Committee: David Clark (Reedley College), Salvador Vargas (San Joaquin Delta), Louann Waldner (COS), Charles Francis (Clovis), Pedro Mendez (Modesto JC), James Preston (West Hills Lemoore), Jim Andersen (Merced College), Roy Vasquez (for Natalie Culver-Dockins, Fresno City), Karri Hammerstrom (Regional Chair (RC)/SCCCD)

DSNs: Dennis Mohle (DSN) , Gurminder Sangna (DSN), David Teasdale (DSN), Don Borges (DSN), Valerie Fisher (DSN), Shelly Attix (DSN)

Guests: Marilyn Behringer (SCCCD), Stephanie Robinson (Fresno CC), Chrissie Stroud (CRC Student Aide), and Shelly Conner (CTE EF consultant via Scopia).

6 CRC Steering Committee Members (or proxy) Absent: Cindy Collier (Bakersfield), Mike McNair (Cerro Coso), Sam Anuai (Porterville), Robert Pimentel (West Hills Coalinga), Mark Williams (Taft), and Klaus Tenbergen (Columbia).

2. Receive and File: Program Endorsement Approvals, FY 2015-16 y.t.d.

Program name	College name	Approval Due Date
AST degree in AgriBusiness	Porterville College	7/9/2015
Certificate in Chemical Dependency Counseling	Modesto Junior College	7/15/2015
Basic Peace Officer's Academy Certificate of Achievement	Cerro Coso	7/27/2015
Data Analyst I Certificate of Achievement	Cerro Coso	7/27/2015
Industrial Technology Associate in Science (A.S.) Degree	Cerro Coso	7/27/2015
Industrial Technology- Certificate of Achievement	Cerro Coso	7/27/2015
Web Fundamentals Certificate of Achievement	Cerro Coso	7/27/2015

3. Chair Updates
    a. Interim Vice Chancellor: Dr. Barbara Hioco
    b. Administrative Aide: Still to be filled. Student Assistant C. Stroud is assisting in the interim.
    c. CRC Campus Visits: RC met with MJC (Memdez) on 8/3/15. Visits scheduled with MC and WH-Lemoore; move visits to be scheduled.
    d. Program Approval Contacts: Contact list verified and updated.

4. CTE Enhancement Funding

a. Regional Share Proposals Due: The deadline is this Friday, August 7, 2015.
b. Contract amendments for Regional Share monies; will be processed as regional share project applications are completed.
c. Contract Contacts: list distributed and updated
d. Reporting Schedule & Instructional Webinar: Shelly Conner via Scopia conducted training on how to use the CTE Online Quarterly Reporting for Grants; handout with instructions and deadlines distributed; 4Q14 reports due.

Important Notes/ Dates:
   ❖ Update Contact Information.
   ❖ Form needs to be **COMPLETED** August 15, 2015.
   ❖ Must be expended by June 30, 2016.
   ❖ Must have all Regional money spent/encumbered by October 2016.
   ❖ Closeout is in December 2016.
   ❖ Assist your collaborative, regional project colleges get things accomplished.
   ❖ If there is money budgeted that you do not plan to spend, contact Chair for reallocation.

FAQs:
   ❖ **Can monies be moved within regional projects?** Yes, if you would like to join a regional project you can contribute some unspent monies.
   ❖ **If they have not spent planned monies by the 1st quarter, do they need to describe their plans with the money?** Yes, explain that there is plans to be used at a later date. **Do they need to include it in the ledger?** No, because the ledger will read zero.

e. Reallocation of Funding Strategies (discussion only): The deadline for funds to be spent is November 2016. If there is any funds left over, it is important to notify the RC. Report any noteworthy accomplishments to RC to pass the message along to the Chancellor's office.

Strategic Plan – Status Report of Strategic Area Updates
   a. Communication & Leadership (Champions: S. Vargas, K. Hammerstrom): This goal has been articulated to communicate important dates, duties and events such as through the website, electronic newsletters; and with continued discussions with Consultant Eric Ryan. Reminder of 8/5 Champion conference call. Vargas explained his vision of a "CTE Academy". The academy would be designed to train/mentor the regions'

new(er) CTE deans (and eventually those interested in becoming CTE deans) to provide for CTE leadership succession. Some potential advantages of this academy could be the development of a "regional CRC 101" go-to resource, regional engagement, regional resources, a succession plan, internships, apprenticeships, and mentors.

b. Curriculum, Programs & Pathways (Champions: P. Mendez, K. Costa): Mendez stressed the importance of keeping communication between the DSN's and SN's to determine if the industry information is accurate and that the curriculum needs to be reviewed/correspond with similar classes relate throughout the districts. May or may not need to be formal articulated between colleges. The goal is to create pathways between the colleges to help better prepare the students for the industry. As materials are gathered, they can be directed to the CRC Chair as a depository.

c. CTE Student Support Services (Champions: J. Andersen, R. Pimentel): The Workplace Internship program has partnered up with 8 out the 13 colleges within the region. The first meeting is planned for mid-September to get everyone together and discuss logistics. The goal is to create soft skills curriculum. This committee wants to place CTE counselors in the colleges to bridge the gap between school and the workplace. This will help students take the correct pathway.

d. Research & Data (Champions: M. McNair, J. Abbott): This committee wants to create resources based from some research that is considered time consuming. With the new Center of Excellence to soon be onboard, CRC Chair will work with them on how CRC can leverage resources/data.

5. Regional Participation in Key Talent Hires – Updates and Best Practices
   a. Regional Chair: The job posting has closed as of July 29th; the interview committee is in process.

   b. Center of Excellence Director: They had their first meeting for the hiring committee on August 3rd. Interview is scheduled two weeks from today (8/19/15).

6. Steering Committee Updates: The CCCAOE is focusing on the Taskforce recommendations. CCCAOE Registration is filling up quick; it is 2/3 full. The Group Discount has been discontinued and replaced with the Early Bird Special. It is highly recommended for the Steering Committee members to attend this conference. Steering Committee members are required to attend all

meetings; bylaws state that 2 missed meetings may result in termination of your position.

7. DSN Updates
    a. The "It's Raining Jobs" Counselor Conference will take place September 11, 2015 at the Visalia Convention Center. 25 tables have been reserved; 14 of these tables have been reserved for colleges (1 table per college). This event needs to be promoted; it is recommended to invite local high schools, industry professionals, advisors or any type of student support faculty. It was recommended to add a "framework introduction" segment to the agenda at the beginning of the day.
    b. SJV Partnership Kudos Award – M/S/A CRC to nominate CCCCO's Doing What Matters for Jobs and the Economy

8. Old Business/Other: DSN Attix talked about the "Guest Service GOLD Certification", an industry test recognized statewide in the hospitality field. DSN Gurminder talked about a manufacturing program he recently encountered; it costs $5000 per cite for unlimited students, he explained that it was easy to use and suggested to potentially partner with some high schools.

9. 2015-16 Meeting Schedule

Steering Committee Meetings
· October 19, 2015, CCCAOE Fall Conference San Diego (tentatively 4:30-7:30pm)
· December 15, 2015, West Hills Lemoore, 9:30am-12:30pm
· January 29, 2016, Merced College, 9:30am-12:30pm
· April 19, 2016, at CCCAOE Spring Conference
· June 6-8, 2016, Monterey, CRC Planning Retreat

Additional Meetings/ CEOs & Steering Committee
· September 25, 2015, CVHEC Fall Board Meeting, Fresno location *TBD*
· March/April 2016 *TBD*, CVHEC Spring Board Meeting

10.   Adjourn at 12:42 P.M.

Next Meeting: October 19, 2015
San Diego (CCCAOE Fall Conference) (tentatively 4:30-7:30pm)