

Desert Regional Consortium  
**CTE Deans Meeting**



**October 6, 2014, 1:00 p.m.**

**MINUTES**

Meeting was called to order by Joyce Johnson at 1:00 p.m.

**Present**

Barstow – Sandi Thomas	MSJC – Joyce Johnson, Crystal Anthony
Chaffey – Joy Haerens	Norco – Kevin Fleming
COD – John Jaramillo	Palo Verde -
COE – Lori Sanchez	RCCD – Sheryl Plumley, Julie Pehkonen
Copper Mountain – Pam Kersey (online)	Riverside – Patricia Avila
Crafton Hills – June Yamamoto	San Bernardino Valley – Albert Maniaol, Jeff Klug
Moreno Valley – Ann Yoshinaga	Victor Valley College -

Minutes of the September 8, 2014 Meeting were approved. M/S/C Thomas/Maniaol

**Program Proposals – 1<sup>st</sup> Read:**

**Norco College**

- Medical Office Assistant Certificate (16.5 units). Introduction by Kevin Fleming-This is a medical secretary. Faculty are still working with the title. Working with DSN and COE for labor market info. Questions: How is this different from what MVC offers? Kevin-it is a medical office secretary and does not include any clinical like the MVC and other Medical Assisting programs. The TOPS for medical secretary is different than the TOPS for Medical Assistant. Discussion ensued using secretary vs. technology vs. medical office support vs. healthcare office assistant. Motion to approve for first read with the recommendation to rename Healthcare Office Assistant so that it is clear to students and industry what the intent of this program is. M/S/C Jaramillo/Avila
- Entrepreneurship: Getting Started Certificate (9 units). Introduction by Kevin Fleming-This proposal is a result of work done by Norco faculty on a mini-grant from the small business DSN. It includes four classes. Examined content of many existing curriculum in this area, like that found available through the Kauffman Foundation and vetted it with Cal State San Bernardino. No significant comments or discussion. M/S/C Yamamoto/Jaramillo

**Mt. San Jacinto College**

- Engineering Technology Certificate (18 units). Introduction by Joyce Johnson and Crystal Anthony-Consists of six courses leads to employment as engineering technologist. Aligns with Project Lead the Way curriculum. Question: TOPS is drafting; Answer: Selected this TOPS because the engineering TOPS includes calculus. Discussion: Norco College is eliminating their Engineering Technology in favor of drafting, mechanical drawing, and a transfer pathway in engineering. Discussion on the use of technician vs. technology. Motion to approve with recommendation to rename Engineering Support Technician so that it is clear to students and industry what the intent of this program is. M/S/C Fleming/Thomas

**Program Proposals – Second Read**

**College of the Desert**

- Field Ranger Certificate of Achievement (24 units). Presented by John Jaramillo. No significant comments or questions. M/S/C Fleming/Yamamoto
- Energy Systems Technology Certificate (23-25 units). Presented by John Jaramillo. Question: Which course is the contextualized math? Answer: ES004. M/S/C Avila/Fleming

## San Bernardino Valley College

- Basic Peace Officer Certificate of Achievement (39.75 units). Presented by Albert Manioal and Jeff Klug. Previous concerns regarding pre-screening and assessment were addressed. M/S/C Yamamoto/Fleming

Question to group on whether draft minutes on website are sufficient for inclusion in program approval packets. Consensus that minutes are sufficient.

### CCCAOE Conference Update

Conference Update: Presented by John Jaramillo-Reminder that we have until Oct. 9<sup>th</sup> to register. Over 20 breakout sessions. Fireside chat should be a really good session with the two Vice Chancellors, academic senate president, and CCC-CIO representative to discuss regionalization. Region breakout will return to an afternoon session. Julie asked for clarification from CCCAOE regarding low unit certificates not being counted as completers if program is not approved by CCCCCO. John/Joyce to get clarification on where this is going?

### CTE Enhancement Fund

Reminder about CCCConfer meeting scheduled for tomorrow (Tuesday, October 7<sup>th</sup>). Information went out via e-mail last Thursday.

### General Updates

- Albert reported a very successful Manufacturing Day held last Friday, October 3.
- Congratulations to Chaffey on leading the TAACCCCT grant. Kathy will be setting up meeting on Wednesday morning before the start of CCCAOE for TAACCCCT partners.
- 7<sup>th</sup> Annual Counselor Conclave is scheduled for Thursday, October 9 – 325 counselors will be in attendance.

Meeting concluded at 2:10 p.m.

### 2014/2015 Meeting Schedule:

November 3, 2014	*1:00 p.m. – 3:00 p.m.	February 9, 2015	8:30 a.m. – 10:00 a.m.
December 8, 2014	8:30 a.m. – 10:00 a.m.	March 2, 2015	*1:00 p.m. – 3:00 p.m.
January 12, 2015	*1:00 p.m. – 3:00 p.m.	April 6, 2015	*1:00 p.m. – 3:00 p.m.
		May 4, 2015	8:30 a.m. – 10:00 a.m.

\*Meetings with a 1:00 p.m. start time are held via CCCConfer.

The call-in number and passcode is the same for each meeting.

Telephone conference line: **1-913-312-3202** (Toll free number: 1-888-886-3951)

Go to [www.cccconfer.org](http://www.cccconfer.org) - Click Meet & Confer Participant Log In - Locate your meeting and click Go

**Passcode: 137486**