

Desert Regional Consortium

CTE Deans Meeting

April 4, 2016, 1:00 p.m.

Location: CCCConfer



MINUTES-Final (approved 05/09/2016)

TOPIC	PRESENTER
<ul style="list-style-type: none"> Welcome & Call to Order – Meeting called to order at 1:04 p.m. by Joyce Johnson 	Joyce Johnson
<ul style="list-style-type: none"> Roll Call: <p>CTE Deans (Voting): Barstow-Sandi Thomas, Chaffey-Joy Haerens, College of the Desert-Zerryl Becker, Crafton Hills-June Yamamoto, Moreno Valley-Art Turnier, Mt. San Jacinto-Joyce Johnson, Norco-Kevin Fleming, Riverside-Patricia Avila, and San Bernardino Valley-Albert Maniaol.</p> <p>Guest: Sheryl Plumley (IE/DRC), David George (College of the Desert), and Marie Boyd (Chaffey College) Diann Thursby (Recorder)</p>	
<ul style="list-style-type: none"> CCCAOE Updates: – Approximately 1,200 attendees registered for the Spring Conference. CIO, CSSO, and Academic Faculty will likely attend our Regional Consortium break out session. Program is forthcoming. 	Kevin Fleming
APPROVAL OF MINUTES	
Review and Approval of Minutes -March 7, 2016 Meeting <i>Albert Maniaol moved to approve the Minutes from the March 7, 2016 CTE Dean’s Meeting as presented. The motion was seconded by Joy Haerens. Motion carried with two abstentions.</i>	All
PROGRAM APPROVAL – FIRST READ	
<ul style="list-style-type: none"> Chaffey College Professional Office Skills Certificate of Achievement (19.5 units) <p>Entry level stackable certificate with a focused on soft skills. The courses required for this certificate will transfer to other certificates.</p> <p>Questions/Comments: Administrative Office Assistant and Administrative Office Professional certificates did not show up in the inventory. Zerryl Becker will research curriculum inventory.</p> <p><i>June Yamamoto moved to approve Professional Office Skills Certificate of Achievement for the first read. The motion was seconded by Kevin Fleming. Motion carried.</i></p>	Marie Boyd and Joy Haerens
<ul style="list-style-type: none"> Riverside City College Computer Information Systems Certificate of Proficiency – Information Security (20 units) <p>James Cregg worked on mapping curriculum so that it aligned with industry standards. Goal is for student to earning the certificate will lead directly to employment. TAACCT grant</p>	Patricia Avila

<p>funding will pay for a faculty to teach the program. Department has started the recruitment process. The certificate aligns nicely with the program at CSUSB.</p> <p>Comments/questions: Suggestion was make sure your data matches the narrative and not mention the Bachelor's degree.</p> <p><i>Kevin Fleming moved to approve Computer Information Systems Certificate of Proficiency – Information Security for the first read. The motion was seconded by Art Turnier. Motion carried.</i></p>	
<ul style="list-style-type: none"> San Bernardino Valley College **PENDING REQUEST FROM SBV** Digital Forensics Certificate (19 units) <p><i>Albert Maniaol requested above item be pulled from agenda.</i></p>	Albert Maniaol
PROGRAM APPROVAL – SECOND READ/ENDORSEMENT	
<ul style="list-style-type: none"> San Bernardino Valley College **PENDING REQUEST FROM SBV** Computer Management Information System (MIS) Certificate (25-26 units) (1st read 3/7/16) <p><i>Albert Maniaol requested above item be pulled from agenda.</i></p>	Albert Maniaol
<ul style="list-style-type: none"> College of the Desert AS in Hospitality Management for Employment Preparation (60-64 units) (1st read on 9/8/14) <p>Hospitality Industry is the number one economic driver in the local area. Expanding existing AA degree for students that are not currently transferring to four year college or university. Able to access employment in a one year period.</p> <p>Comments/questions: Possible information was missing from the application packet. Zerryl will research and report back to group.</p> <p><i>June Yamamoto moved to have full application presented prior to endorsement.</i></p> <p>Second read only asks for seven items from the Program and Course Approval Handbook that must be complete and presented to the CTE Deans for consideration of a regional recommendation for new program approval. It was mention that the group should review this requirement in the future.</p> <p><i>Albert Maniaol moved to endorse the AS in Hospitality Management for Employment Preparation with the caveat a full application will be sent to the group to review and provide feedback if necessary before the submitting to the Chancellor's office. Kevin Fleming seconds. Motion Carried.</i></p>	Zerryl Becker and David Gerorge
<ul style="list-style-type: none"> College of the Desert Hospitality Management Certificate (24-28 units) (1st read on 9/8/14) <p>The goal of the certificate is to meet the needs of students for quicker access to the labor market.</p> <p>Comments/questions: David and Zerryl will email the full proposal.</p>	Zerryl Becker

Patricia Avila moved to endorse the Hospitality Management Certificate with the caveat a full application will be sent to the group to review and provide feedback if necessary before the submitting to the Chancellor's office. Art Turnier seconds. Motion Carried.

PROGRAM APPROVAL – ENDORSEMENT

- Review additional San Bernardino Valley legacy programs. These programs were listed on the Chancellor's Office inventory previously reviewed by the CTE Deans but they have since been identified by the CCCCO during a site visit the week of February 22nd, as having a different name than what was shown at the college. Further, the program goal of these programs in the current inventory shows Transfer.
Recommend action: Endorse San Bernardino Valley College's request to change the name and the program goal of the following two programs:

Albert Maniaol

Control #	Program Title	TOP Code	Program Goal	Program Award	Year Approved	Cert Units	Major Units	Total Units
22747	RTVF (Television)	060420	Transfer	Certificate of Achievement:18 or greater semester (or 27 or greater quarter) units	1997	21		
09255	RTVF (Television)	060420	Transfer	A.A. Degree	1997		21	60

Comments/questions:

Name change to RTVF (from Television) and program goal (add CTE) to match curriculum inventory to align college and Chancellor's office.

- 1) Television (AA), PCN 09255, name change to RTVF (Television)
- 2) Television (Certificate), PCN 22747, name change to RTVF Television

June Yamamoto moved to endorse San Bernardino Valley College's request to change the name and the program goal of the two programs. Kevin Fleming seconds. Motion carried.

OTHER

- Review and adopt new language on regional program approval process and Announcement of Intent template. *Item tabled to May 9, 2016 meeting.*

Julie Pehkonen

Good of the Order:

Kevin Fleming encouraged all to attend CTE Data Unlocked training on May 6, 2016 in Fontana. The invite was sent via email. The state has set a 50,000 allocation for all 113 community colleges to help with CTE Data tracking and analysis. The requirement to receive the allocation is to have a "team" attend one of the training sessions.

Meeting Adjourned @1:48 p.m.

- Next Meeting: **May 9, 2016, 8:00 a.m.** (CCCConfer)

***Meeting held via CCCConfer. The call-in number and passcode is the same for each meeting. Telephone conference line: 1- 888-450-4821 Passcode: 773702**