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# **CAREER TECHNICAL EDUCATION COMMITTEE MINUTES**

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## **Coast Community College District**

### **Regular Meeting of the Career Technical Education Committee**

**Date: April 23, 2009 10:00 a.m.**

**Board of Trustees Office Conference Room**

**1370 Adams Avenue, Costa Mesa, CA 92626**

#### **Procedural Matters**

**1. Call to Order – Meeting was called to order at 10:05 a.m.**

**2. Roll Call**

Members in Attendance: Trustee Jim Moreno, Trustee Walt Howald, Acting Chancellor Dr. Ding-Jo Currie, Interim Associate Vice Chancellor John M Breihan, Coastline Community College Vice President of Instruction Cheryl Babler, Golden West College Dean Doug Larson, Coastline College Dean Joumana McGowan, Orange Coast College CTE Director Corine Doughty, and Secretary of the Board of Trustees Christian Teeter.

**3. Public Comment**

There were no requests from the Public to Address the Committee.

**4. Approval of Minutes: Meeting of March 12, 2009**

The Committee reviewed the Minutes of March 12, 2009.

It was moved by Mr. Howald and second by Mr. Moreno to approve the Minutes. The Committee approved the Minutes for meetings of March 12, 2009.

**5. Review of Board of Trustees' Policy: Career Technical Education Committee**

The Committee discussed a draft policy concerning the Career Technical Education Committee. Mr. Howald asked if there were any comments or suggestions on the proposed policy from members of the audience. Mr. Howald noted that via the policy, Trustees can coordinate with the college campuses on these issues. Mr. Doug Larson of Golden West College discussed collaboration among the colleges, which can provide a valuable experience. Mr. Howald emphasized the Board's commitment to coordination and integration. Mr. Breihan emphasized the importance of collaboration in managing Career Technical Education programs. Mr. Howald thanked Mr. Breihan for his input and emphasized the importance of Mr. Breihan's role in career technical education issues.

In reviewing the proposed policy, Dr. Currie provided input on the importance of advanced notice to the committee regarding career technical education programs at each college campus. Ms. Doughty and Mr. Howald discussed the difference between the operations of

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the campus committees and the Board's committee on Career Technical Education. Trustee Howald reaffirmed the importance of advance notice, and provided examples of when the Board had not been briefed on various issues at the campuses.

It was moved by Mr. Moreno and seconded by Mr. Howald to approve the Policy and refer it to the May 6, 2009 Board Meeting. The Committee approved the Board of Trustees' Career Technical Education Committee Policy.

## **6. Coast Community College District CTE programs overview**

Coastline Community College held a job fair, with the Garden Grove Chamber of Commerce. There were more than 2,000 attendees and the crowd spanned around the building. Members of the Chamber of Commerce were present, as well as staff of the Garden Grove police department. There were 195 people hired and over seventy employers at the event. The Orange County Register and Los Angeles Times were there taking pictures. Resume and interview skills workshops were provided.

Ms. Doughty discussed the college's internship academy. They had 130 students attend the orientation, and the program has taken off. This year, the academy has been revamped so students are helped to build portfolios, and assisted with resumes and interview building skills. It has been very successful, and has received positive feedback.

Ms. Doughty mentioned that the college recently held a job fair conference. This year's event had 40 employers who paid a \$100.00 fee to participate. The fee included lunch, a tent, table and chairs. She noted that the college also offered a workshop for prospective employees on how to make the most of a job search. Ms. Doughty also commented that the college had partnered with the One-Stop Centers to offer resume training programs, and these had been very well attended. She further noted that the RFA would be released, pertaining to the Federal stimulus package.

Dr. Currie wanted to provide Trustees with updates on career technical education programs at Orange Coast College and Coastline Community College.

Ms. Doughty provided the committee with an update on career technical education currently taking place at the Orange Coast College. She also noted that the college was going to be updating and revising its technical writing program to "technical communication" and that some fabulous recommendations have been received. She noted that there should be items ready to go to the curriculum committee in the Fall of 2009. Ms. Doughty noted that the marketability of technical writing skills has increased.

Ms. Doughty provided additional updates to the Committee. She discussed the college's architecture program and a recent competition that took place in San Luis Obispo. She noted that the college won two awards.

Ms. Doughty provided an update on the college's program for solar energy. She noted that the college has built a solid team of collaborators. Ms. Doughty noted that there are two courses approved, one related to photovoltaic installation, and the other is solar water and pool heating installation. In addition, an online course was developed for sustainability, and this course would be applied to the solar energy program. Ms. Doughty noted that funds had been expended to build a new photovoltaic lab. Faculty have conducted research for best practices in this area.

There will be a community education day scheduled, and a lab and classroom will be prepared for the Fall 2009 semester.

Ms. Doughty noted that the Consumer and Health Sciences department was awarded \$125,000 to provide a respiratory health program. The benefit is that this will increase the clinical to student ratio from 28 to 40, helping to produce more respiratory care therapists.

Ms. Doughty discussed challenges in working with the Workforce Investment Board and in securing funds. The Committee asked for more information from Ms. Doughty, and asked for talking points to be provided to them so the information could be provided to the State Chancellor's Office. Mr. Howald indicated that he would contact Jose Millan of the State Chancellor's Office to receive more information. Mr. Howald asked for the basic requirements of the WIB, and what are the biggest obstacles in order to be able to work with that entity.

Mr. Howald requested a short note drafted to legislators Furutani, Bloch and Fong, including program brochures, advising these individuals of the District's efforts.

Mr. Moreno and Ms. Doughty discussed an individual brochure for the solar energy programs. The committee also discussed energy programs and when they are published in the colleges' course catalogs. Mr. Breihan noted that not all students obtain the catalogs, but that it could be made available to students via the college's website. Mr. Howald emphasized the importance of outreach efforts to promote these programs to students, and that the programs could at the minimum be advertised, even if the courses are not "scheduled" yet through the catalog.

## **7. Orange County Emerging CTE needs**

The committee discussed the development of curricula for solar programs, and members suggested that the colleges utilize the expertise of industry partners to build the curriculum for these projects. Dr. Currie emphasized the importance of this coordination and noted that efforts are currently taking place on the campuses to leverage these opportunities. Dr. Currie also indicated that industry partners would be solicited to provide better advice to develop curriculum. This would assist in not having a mis-match of resources between what jobs are available and what programs are being emphasized.

Ms. Doughty discussed a program for aviation piloting and a new program being offered at the college. Mr. Howald offered assistance in terms of locating aircraft for the program, and asked Ms. Doughty to work with him.

Mr. Howald emphasized the importance of architecture programs, and the role that these individuals provide in the development of green technologies. Mr. Moreno stated that architects have to provide those sciences. Dr. Currie emphasized that sustainability could be taught across a variety of courses and disciplines – and that career technical education would be the first program where this is emphasized.

Mr. Moreno discussed a meeting he had with Assembly Member Furutani, and also briefed on the issues of the budgets as indicated by State Chancellor Dr. Jack Scott. Mr. Moreno noted that Federal stimulus funds are going to be distributed to the Workforce Investment Boards. Dr. Scott encouraged additional collaboration between community colleges and the Workforce Investment Board. Mr. Moreno described his meeting with Assembly Member Furutani, and reminded the committee of Furutani's previous experience as a community college trustee. Mr. Moreno emphasized the importance of career technical education programs in rebuilding the middle class.

Mr. Howald discussed his work on the Community College Trustees Board and meetings with state legislators such as Paul Fong who has experience with community college issues. Mr. Howald also commented on a recent visit he had with Dr. Scott as well. Mr. Howald

noted that the Community College League of California and Chief Executives group supports all the state ballot initiatives set for May 19.

Mr. Howald discussed the Federal stimulus funds that are coming to California, and noted that much of the money is being used to backfill K-12, California State, and University of California systems. Mr. Howald noted that the State Chancellor's Office is very aware of the work of the Coast District.

#### **8. Report on meeting with City of Huntington Beach Regarding Energy**

The committee discussed an update on the City of Huntington Beach, regarding energy programs. Aaron Klemm, City Project Manager, could assist on energy programs with a focus on district wide use. Dr. Currie wanted the District to be a model in the way that energy is used. There is an opportunity for the colleges to have significant savings in energy usage. Dr. Currie has asked Vice Chancellor of Administrative Services, C.M. Brahmbhatt, to research ways that energy can be saved.

Dr. Currie emphasized that the stimulus money is very urgent in terms of its requirements – and how can the needs of the students balance with it. Dr. Currie noted that the Orange County Business Council is working with the colleges to build gaps between the colleges and businesses.

#### **9. Set Future Meeting Dates**

The Committee set the next meeting at May 19, 2009 at 10:00 a.m.

#### **10. Adjourn**

There being no further business, it was moved by Mr. Moreno and seconded by Mr. Howald that the meeting be adjourned. Chair Howald adjourned the meeting at 11:31 a.m.