

**Inland Empire Desert Regional Consortium
CTE Deans Meeting**

Location: Online via Zoom

August 24, 2020

Minutes

Roll Call (Quorum = 8 colleges; 7 votes required to carry any motion). Called to order at: 1pm

Present: James Lee, Lisa Holmes (Barstow College), Yolanda Friday, Vanessa Thomas (Chaffey College), Douglas Benoit (College of the Desert), Matt Barboza (Copper Mountain College), Dan Word (Crafton Hills College), Melody Graveen (Moreno Valley College), Joyce Johnson, Marilyn Harvey, Von Lawson (Mt. San Jacinto College), Jason Parks, Deb Mustain (Norco College), Biju Raman (Palo Verde College), Tammy Vant Hul (Riverside City College), Patty Quach (San Bernardino Valley), Todd Scott (Victor Valley College), Michael Goss (Center of Excellence), Julie Pehkonen (IEDRC), Diann Thursby (recorder)

Guests: Alan Braggins, Advanced Manufacturing Statewide Director; Susanne Mata, RDEE ICT/DM; Wendy Deras, RDEE, Health; Harry Bennett VVC Faculty.

Regional Recommendation Process:

The Inland Empire/Desert Regional Consortium is comprised of the 12 community colleges in Riverside and San Bernardino counties. The California Community College Chancellor's Office requires that all requests for new CTE program approvals include a recommendation from the "appropriate CTE Regional Consortium" (PCAH 7th Edition, page 22). This recommendation ensures program offerings meet regional labor market needs and do not unnecessarily duplicate programs.

The IE/DRC vested responsibility for recommending new programs, program revisions, and other program matters with its CTE Deans subcommittee (click here to see [IE/DRC Governance](#)).

Regional recommendation should occur at the beginning of new program development. Colleges seeking regional recommendation must submit their request online at [RegionalCTE.org](#).

Program Recommendation

College: Palo Verde College

Program Name: [Solar Technician](#)

Motion: Benoit moved to recommend Solar Technician Certificate of Achievement

Seconded by: Graveen

Comments/discussion: Brief overview of certificate. New program with existing courses. The certificate is part of an A.S. Degree.

Motion carried.

College: Victor Valley College

Program Name: [Automotive Dealership Technician](#)

Motion: Benoit moved to recommend Automotive Dealership Technician Certificate of Achievement

Seconded by: Friday

Comments/discussion: Written to support dealerships in the local area. Representative of the nine ASE areas. All of the classes are existing courses. The certificate is part of a two year cohort. Are you considering some sort of LAUNCH Apprenticeship opportunity? No. They will do a one year unpaid internship and then be part of a two year paid internship

Motion carried.

College: Crafton Hills College

Program Name: [Associate Teacher](#)

Motion: Raman moved to recommend Associate Teacher Certificate of Achievement

Seconded by: Benoit

Comments/discussion: The certificate has been offered in the past. The committee had no questions.

Motion carried.

College: Moreno Valley College

Program Name: [Project Management](#)

Motion: Benoti moved to recommend Project Management Certificate of Achievement

Seconded by: Raman

Comments/discussion: Project Management certificate. It is a piece of the Facilities Management Certificate. There is a need with all the logistic/warehouse companies. How will this prepare them for the PMP exam. The test is challenging. The certificate will prepare them for the PMP and they will also do some more "prep" courses in the future.

Motion carried.

Other action items

- **Action Item: Update/clarify the language on voting.**

Voting: A vote to recommend a new program will occur at the CTE Deans meeting. Each college present at the meeting will receive one vote. The college's CTE dean (or their designated representative) will place the vote for their college. A minimum of eight colleges must participate in any meeting where a vote is to be taken. Seven votes are required to pass any action. The college requesting recommendation **must** ~~should~~ be present at the CTE Deans meeting in order to discuss their request, **otherwise the item will be tabled until the next meeting when the proposing college can be present. (Note: colleges may ask another college to represent them on the program matter if they are unable to attend.)** College faculty responsible for the development or revision of the program are also encouraged to attend the meeting.

Action Item: Update/clarify the language on voting.

Motion by: Raman

Seconded by: Graveen

Motion carried.

Other

- CCCAOE Updates with Debra Mustain
 - Registration opened last Monday for Fall CCCAOE 9/30-10/2/2020.
 - Leadership Academy I and II. There is still space to attend.
 - Academy I - is entry level to get folks familiar with CTE
 - Academy II - for Deans with more experience and familiar with CTE
- Updates Regional Marketing Update with Ashley Etchison
 - Conversion Campaign Highlights
 - All of the search numbers are up. Will send more updates in a few weeks.
 - Media Prefs updates
 - Interact is offering to the entire state.
 - New Business & Entrepreneurship Videos
 - Highlights of Year 3 July 2019 to June 2020
 - 270,886 uniques visits
 - 3,592 click on apply now

- Going to share a PowerPoint this afternoon with all the statistics.
 - Regional Marketing Committee Meeting 9/10 1-2:30 pm
 - Fall 2020 Plan:
 - Focus on Employer Marketing
 - Collateral Refresh
 - Be sure to reach out to Ashley if you have questions or need more information.
- Center of Excellence and LMI Process/Regional Recommendation - Michael Goss
 - Michael shared highlights:
 - Labor Market - 13.4% Unemployment Rate
 - Loss of 8K Jobs of the month.
 - Increase in retail trade, food services, and manufacturing.
- Alla Braggins, Statewide Director Advanced Manufacturing
 - Money to spend on training. The [Advanced Manufacturing Sector Team](#) has collaborated with [Klein Educational Systems](#) and they are graciously offering to supply interested faculty four months of free access to the [Amatrol Learning Center](#) including all courses. Reach out if you are interested Alan.Braggins@chaffey.edu
- Susanne Mata, RDEE ICT/DM
 - Workin on Round 5 Proposals. Working on a Cybersecurity and Business Information worker. If you are interested please reach out to smata@sbccd.edu.
- Wendy Deras, RDEE Health
 - Updates on the Health Sector. Shared about the YouTube channel and Canvas shell she created.
 - New Educator and Advanced Health Educator Bootcamp is starting soon. Please reach out to wederas@collegeofthedesert.edu.
- Good of the Order
 - Deans shared information on the start of the Fall 2020 semester.

Review and Approval of Minutes: August 24, 2020 Meeting

Motion to approve the minutes from the August 24, 2020 Inland Empire Desert Regional Consortium CTE Deans meeting.

Motion by: Graveen

Seconded by: Benoit

Motion carried.

Meeting adjourned at: 1:53 pm

Next meeting: September 14, 2020, 1pm (online via Zoom)