



K-14 Education Consortium

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| MINUTES FOR Friday, June 2, 2017 | | 8:30 a.m. | Public Safety Academy, PSA 18 |
| Members Present: | <p>Beth Allan-Bentley, Director of Research, OneFuture Coachella Valley Christyann Anderson, CTE Transition Specialist, COD Sal Becerra, Counselor, Desert Hot Springs High School, PSUSD Zerryl Becker, Dean, Applied Sciences & Business, COD Michelle Bleza, Manager, Career & College Access Planning, COD Mari Buck, CTE Tech, Indio High School, DSUSD Jon Caffery, Director, TAACCCT Grant, COD Denise Cox, Adult Transition Specialist, DSUSD Carl Farmer, Director, MESA Program, COD Jessica Enders, Director, Education Centers, COD Brenda Gunderson, Counselor, Desert Learning Academy, PSUSD David Gustafson, Principal, Amistad High School, DSUSD Teresa Haga, Vice Principal, Rancho Mirage High School, PSUSD Kelly Hall, Dean, Social Sciences and Arts, COD Robert Hicks, Principal, Palm Desert High School, DSUSD Anne Kalisek, Director of Curriculum & Instruction, PSUSD Deanna Keuilian, CTE Administrator, DSUSD Derrick Lawson, Principal, Indio High School, DSUSD Cesar Lopez-Barreras, CTE Department Chair, Indio High School, DSUSD Rosalia Mendoza, Adult Education Counselor, District Parent Center, PSUSD John Mesicek, Work Based Learning Coordinator, Desert Hot Springs HS, PSUSD Monica Rodriguez, Assistant Principal, Indio High School, DSUSD Dean Papas, Dean, Communication & Humanities, COD Diliaana Peregrina-Kretz, Director, Talent Search Grant Programs, COD Marie Perotti, CTE Coordinator, CVUSD Amanda Phillips, Dean, Counseling Services, COD Steve Pinning, Director of Linked Learning, CTE, PSUSD Brad Seiple, Assistant Principal, Cathedral City High School, PSUSD Amy Spears, Assistant Principal, Palm Desert High School, DSUSD Karen Tabor, Dean, Math and Science, COD Adrian Torres, Curriculum, Xavier College Prep Leslie Wells, Vice Principal-CTE, Shadow Hills High School, DSUSD Ryan Woll, Principal, Palm Springs High School, PSUSD Leslie Young, Dean, Health Science and Education, COD</p> | | |
| Recorder: | Mary Lou Marrujo | | |

AGENDA

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| 1. Call to Order (8:35 a.m.) Zerryl Becker will Chair today's meeting. |
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| 2. Action Items | | | |
| 2.1 Approval of Agenda | | | |
| DISCUSSION | Agenda approved as submitted. | | |
| CONCLUSION | | | |
| FOLLOW-UP ITEMS | | PERSON RESPONSIBLE | DEADLINE |
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| 2.2 Approval of May 5, 2017 Minutes | | | |
| DISCUSSION | Minutes approved as submitted. | | |
| CONCLUSION | | | |
| FOLLOW-UP ITEMS | | PERSON RESPONSIBLE | DEADLINE |
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| 3. Group Discussion | | | |
| 3.1 Procedures for Dual Enrollment | | | |
| DISCUSSION | <p>Zerryl Becker affirmed that COD is committed to the dual enrollment program and has hired a new team member, Michelle Bleza, Ed.D. to work specifically towards this effort. She will be the point of contact between the high schools and COD.</p> <p>The following has been determined:</p> <ul style="list-style-type: none"> • COD will validate the minimum qualifications for instructors identified by the high schools for dual enrollment. <ul style="list-style-type: none"> ○ Candidates will need to submit a resume and transcripts. ○ CTE candidates will also need to submit a list of appropriate work experience. ○ A candidate with any two-year degree will require six years of work experience that is non-teaching, i.e., they will actually have to have been in the industry or related industry for six years. ○ A candidate with a four-year degree or Masters in any subject will require two years of experience outside of teaching in that area. ○ Candidates will also have to meet the K-12 credentialing requirements. <p>Below is a link to, "<i>Minimum Qualifications for Faculty and Administrators in California Community Colleges</i>," where you can find the discipline lists and requirements:</p> <p>http://californiacommunitycolleges.cccco.edu/Portals/0/Reports/2016-Minimum-Qualifications-Report-ADA.pdf</p> <p>All questions should be directed to Dr. Michelle Bleza, Manager, Career & College Access Pathways, at: mbleza@collegeofthedesert.edu</p> <ul style="list-style-type: none"> • Determining classes that are appropriate for dual enrollment will require faculty to faculty communication with Dr. Bleza. | | |

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| | <ul style="list-style-type: none"> ○ When proposing new courses, contact Dr. Bleza. She will then contact the appropriate COD dean and faculty for consideration. • Dr. Bleza will be the point person to work out the details of scheduling, facilities, textbooks, etc. She will also coordinate the Memorandums of Understanding (MOU) and College and Career Access Pathways Partnership Agreements (CCAPs) between the districts to confirm they are executed and approved by the appropriate Board of Trustees. • COD's course of record outlines (COR) have student learning outcomes (SLOs), and each semester there is an assessment by which we measure whether or not the students have accomplished those SLOs. The final assessment can be a final exam, a final project, any number of things. <ul style="list-style-type: none"> ○ In order to assure that we are following SLOs, for accreditation purposes, we are going to have to have an assessment for dual enrollment classes that is approved by COD. One suggestion is to somehow incorporate our assessment into the high school's curriculum. ○ It was pointed out that not all SLOs are tested every semester; you may choose just one which can be added to a final exam. This is something that is generally determined amongst the faculty. • Although technically dual enrollment teachers are not COD employees, we need to enter them into our system so they can enter grades and submit a census. • COD has legal restrictions on our class syllabus, so we will need to review and approve them, as well as, keep them on file. We have a template that can be a good resource. • COD will offer help registering students. It was pointed out that in order to be assessed, the student has to be registered. | | |
| CONCLUSION | | | |
| FOLLOW-UP ITEMS | | PERSON RESPONSIBLE | DEADLINE |
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| 3.2 Current List of Planned Courses | | | |
| DISCUSSION | <p>COD schedules were available for each district to take back with them.</p> <p>Dr. Bleza provided a current list of concurrent/dual enrollment class sections.</p> | | |
| CONCLUSION | | | |
| FOLLOW-UP ITEMS | | PERSON RESPONSIBLE | DEADLINE |
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| 3.3 Discussion of CATEMA training and articulation | | | |
| DISCUSSION | <p>Ms. Christyann Anderson thanked those that attended the Career and Technology Education Management Application (CATEMA) training. All high schools have been uploaded into the system. There are currently 32 users.</p> | | |
| CONCLUSION | | | |
| FOLLOW-UP ITEMS | | PERSON RESPONSIBLE | DEADLINE |
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| 3.4 Good of the Order | | |
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| DISCUSSION | <p>Julie Pehkonen is the Inland Empire Regional contact who is enthusiastic about supporting high School districts in communicating the importance of articulated course credits being “counted” as a measure for the Career/College Readiness Indicator. Her contact information is:</p> <p>Julie Pehkonen Chair, Inland Empire/Desert Regional Consortium Director CTE Projects, Riverside Community College District 4800 Magnolia Avenue Riverside, CA 92506 951.222.8026 951.682.5914 (FAX) Julie.pehkonen@rcc.edu</p> | |
| CONCLUSION | | |
| FOLLOW-UP ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| 4. Adjournment: The meeting adjourned at 10:03 a.m. | | |
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NEXT MEETING:

Friday, September 1, 2017 – 8:30 a.m.

Location College of the Desert – Room PSA 18