**Career and Technical Education (CTE) Deans Meeting**  
**Wednesday, February 22, 2006**  
**Honolulu Community College**

In attendance: John Carroll (HawCC), Bernadette Howard (HonCC), Mona Lee (KapCC), Earl Nishiguchi (KauCC), Mike Tagawa (LeeCC), Suzette Robinson (MauCC), Sandy Okazaki (WinCC)

Guests: Jerry Cerny, Cheryl Chappell-Long, Ramsey Pedersen

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<th>Agenda Item</th>
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<td>1. Review of January 19, 2006 minutes</td>
<td>The January minutes were accepted with corrections.</td>
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<td>2. November 14 &amp; 15, 2006 CTE Conference</td>
<td>Distributed Bill Daggett CD, reminded Deans of November 14 and 15, 2006 CTE Conference and to send names and addresses of community leaders to Karla to invite them to a special November 14 breakfast meeting with Bill Daggett.</td>
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| 4. EXCEL Committee Report – Jerry Cerny      | a) Jerry presented EXCEL Committee proposal to bring Donna Milgram to Hawai‘i to conduct trainer training on Women in Technology on May 15 and 16, 2006. The two-day training will be jointly funded by UHCC Perkins, Barbara Tavares’ non-trad funds, and Wo Learning Champions funds. Space will be available for 21 UHCC participants (3 per campus) and 10 DOE participants. The CTE Deans approved the proposal.  
b) Jerry shared information on the Great Teachers Seminar. The EXCEL group is asking for about $10,000 to help send faculty to this seminar. Perkins funds are used as for CTE faculty only and only to match what the campuses put in. Carol explained that we have been giving them whatever lapsing Leadership funds are available; it looks as though there may be about $8,000 available this year.  
c) Suzette asked about travel funds for the CTE Committee members. Possibly the PCC travel funds could be used for this committee. | Earl (Kaua‘i) and Suzette (Maui) will identify representatives from their respective campuses to serve on the EXCEL Committee. They will notify Jerry. |
| 5. The New Academy Model - Ramsey Pedersen | a) Ramsey shared a PowerPoint presentation on the New Academy Model that brings together the UH, DOE, and industry. Designed to address the workforce needs of the State (nurses, construction workers, and teachers) and the unpreparedness of the HS graduates, this model incorporates industry standards, and standards-based curriculum that may be developed by a 3rd party. 
   b) For the Building and Construction Academy, the standards-based curriculum is taught at the high schools… and when completed, students may receive free UHCC credit; no application fees, no tuition. 
   c) The next project involves an Information Technology (IT) Academy. 
   d) Deans asked how this all impacts the Perkins Plans. | For next meeting:
How will these academies and other initiatives affect the campus’ Perkins plans?
Should we look at:
- Appropriate English and Math prerequisites for CTE programs? 
- More integrated academics curricula? |
| --- | --- | --- |
| 6. 2006-07 Performance Goals and other related items – Cheryl Chappell-Long | a) Cheryl shared the OVAE-proposed performance goals for 2006-07, and our recommended counterproposals and rationale. The Deans agreed with the recommendations. 
   b) Cheryl reported that employer-validated national standards and high skill, high wage program requirement may be included in next authorization of Perkins. 
   c) Cheryl will share system PHI report with the CTE Deans. It will be posted on the web. 
   d) There was discussion on setting benchmark/minimum levels of performance in PHIs. It was suggested that a 5-year average should be considered. | Cheryl will share system PHI report with the CTE Deans. It will be posted on the web. 
For next meeting: Setting benchmark/minimum levels of performance in PHIs – the role of the CTE Deans. |
| 7. 2006-07 Achieving Standards, Program Improvement, and Leadership Guidelines and Forms | The following edits should be made to the guidelines and forms. 
   - Add fringe information for personnel categories. 
   - Keep outcomes on Leadership form (but line out to show that the campus may keep it or rewrite it) 
   - On Leadership form bold “upon receipt of funding” (page 2, item #2. | Carol needs to make requested edits to guidelines and forms. (Done, guidelines and forms sent to Chancellors with a cover memo, w/c: to CTE Deans) |
| 8. Budget | Carol reviewed budget spreadsheets, with special attention to those accounts where no funds have been expended. Lapsing Funds Requests are due to Carol by **March 6, 2006.** | Bernadette will come in with disability funds request. 
(March 9, 2006 Update: HonCC will cover disability costs with other funds) |
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<td><strong>9. Statewide Workforce Development Plan – Vaughn Baker</strong></td>
<td>Tabled. Vaughn was unable to attend this meeting.</td>
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| **11. Next Meeting** | Tentative Agenda items:  
- Developing the 2006-07 Perkins Plan  
  - Incentives  
  - Workforce Development priorities (High Skill/High Wage) (3P1?)  
  - Integrated Academics (1P1, 1P2, 3P2)  
  - Appropriate English and Math Prerequisites for CTE programs (1P1 & 3P2)  
  - Credentialing Costs Across the system (2P1)  
  - Improving Job Placement (3P1)  
  - Non-traditional Student Recruitment and Retention (4P1 & 4P2)  
- Prioritizing Lapsing Fund requests  
- Report on Career Pathways meeting with Steering Committee  
- Tour of Perkins-funded campus programs |
|   | Thursday, March 9, 2006  
Kaua‘i Community College |