Senate President’s Report
February 17, 2011

ACADEMIC AFFAIRS COMMITTEE
February 16, 2011

- Adopted the minutes from December 15, 2010
- Educational Master Plan Review
  1. Eliminate page three of the draft
  2. Mr. Stanbery suggests that we leave page 4 as it is, but Sally Fasteau thinks that page four, the Strategic Directions for the College, is insufficient. Dr. Tomlinson sent Stanbery a suggested insert based on Chabot’s master plan, but since this is a last minute substitute, the feeling is that these suggestions can be incorporated later since this is a living document.
  3. There is nothing in the document towards student goals and philosophy. We also need to make sure that the FACT Book items are incorporated into the Educational Master Plan.
  4. It was suggested and agreed that we hot-link the Fact Book data that supports the master plan’s conclusions.
  5. Susan McMurray supplied the replacement paragraph on page six re embedding essential skills throughout the curriculum.
  6. The District Planning and Budgeting electronic version will be supplied by the District so that our plan accurately reflects the District format.
- Templates
  1. Sally Fasteau distributed a draft template for planning purposes that includes: description; class title; P 100; Basic Skills; VTEA; Title V; HTPA; Work Study
  2. Ms. Fasteau emphasized that the form needs to be simple enough to use
- Division Council Recommendations for prioritizing College budgeting
  - Maintaining FTES by retaining full time and part time faculty
  - Reorganization of divisions and departments, not just in the academic area
  - Redundancy should be eliminated in all areas
  - Cross training might be possible to reduce staffing
  - The Sheriff’s contract might be renegotiated for the College
  - All prioritization for the entire college based on student needs primarily

CORE
February 8, 2011
Tommy Johns’ Report
✓ SAILS
  - Astronomy: ready to pick colors. Ready to start abatement next week. Then they will begin the renovation.
  - Bret Leavitt:
    - keep the design simple.
    - Vinyl flooring in three colors which will represent the rings of the planets, a yellow sun in the center. Interior will be gray, neutral and dark.
  - Old Administration outside work almost done
- CDC work review is almost completed and about ready to go to DSA. Try to get an over the counter and get the work done in April.

✓ Student Center Users Group is meeting. Looking at the master-plan landscaping.

✓ Brad Young raised the question of warranties on roofing because there are leaks in the NEA. Bill Englert said it depends on what is defective: is it the work or the product?

✓ Design-build team is meeting Friday morning to give the users’ group the final design.

✓ Tech building enhancements are almost ready for bid.

✓ AV in NEA and Tech is almost done.

✓ Parking Structure should be open mid-April. Brick veneer is almost up, interior is being painted, and the landscaping is going forward. DWP switch is scheduled for April 20-23, spring vacation.

✓ Science complex is about 45 days behind schedule because of the rains. Some of the time can be made up, and the contractors expect to be back on schedule by the end of April.

✓ PE/Wellness: locks have been taken care of. Demolition of the old PE building should be this week.

✓ Library steel is about half up. Installation of storm water sewer is on hold until mud clears up. The contractors will start on the second floor to help make up time. The contractors are asking for damage monies from their insurance company.

✓ Marquee will have a huge video screen and it is out to bid. We’ll get bids in on 2/24 and lots of people have shown interest.

✓ TV Studio on hold; negotiations with the people who want to use it, a radio contract. We don’t have a program for it, yet, so it is not going forward at this time. President Martinez said we need to move forward.

✓ Athletic Field will have its certificate of substantial completion which will transfer ownership back to the campus. A punch-list then will be developed. There are still some Campus rest-rooms building bids are coming in today at 2 p.m.

✓ Community Services programming will start next week.

✓ ADA transition plan: revised plan takes out work for the Nursing and Science buildings because of the new buildings. Request for qualifications will be issued soon. There are about 40 things that the campus will have to correct without funds from the District, some of them minor. Brad Young asked for the list from Tommy Johns.

✓ HTPA plans are coming back today for review.

✓ Nursing and Data Center users’ group has almost completed its review.

✓ In a design-build contract, we are not limited as to the amount of change orders we do, so we have more flexibility in how much we can change. In design-bid-build, change orders are limited to 10%. Problems with the contract arose in the demolition of the old PE building because of so many utility lines running through the building and the decision to not build the new DSPS/Health Building.

✓ Health/Career Academy at the County/USC Medical Center might involve us or EAST or Trade. $15 million was set aside in Measure J for such a project. So, we will have to have discussions about whether or not we want to be a part of this project; our students would have a direct route into internships. This raises the issue of regionalization in the District and how this connection can help our students. Will this cost us money? The Senate needs to look at the regionalization issue. Are we interested in being a part of the LAX/West hospitality Center project?

✓ Harbor College Bond Steering Committee met yesterday, and their concern was that no money is being taken away from current projects. We need a student representative on
that committee. President Martinez said we just got a $ half-million from interest on Prop A and AA; more will be coming in for Measure J.

☑ Solar payback, $164,000 has been taken out of our budget for the lease, and President Martinez is working with the Chancellor to see how this can be addressed. The $164,000 comes out of Program 100, and President Martinez thinks it unconscionable that we reduce classes/staff because of this added expense. The payback can't come out of the bond money. One option is to use District reserves; another is to work with Chevron for redress.

☑ Student Union revision will go out for design/pricing after Steinberg has given Arcadis the configuration needs.

☑ Parking garage striping: first row, first floor, on east side will be assigned to staff, 26 stalls at least. The Facilities Committee needs to make sure the numbers needed square with the number of stalls supplied for faculty, staff and students.

☑ Bill Englert said he is working on making sure that the storm water drainage system is complete.

NURSING USERS’ GROUP, workshop #4
February 16, 2011

Finalizing the program

1. Updated Test-Fit Diagram
   - Showed an alternative plan for offices and the study area, giving the offices a little more space

2. Updated Space Matrix showing changes from the last workshop
   - Office suites, classrooms, labs, and student support
   - Reoriented the classrooms so that the entrance in and out will not disrupt the teacher
   - Each lab and classroom needs 5% of its seats dedicated to the handicapped
   - The space between seats in the labs will be three feet
   - There was a great deal of discussion about access to storage spaces and legal requirements for passageways.

3. Office Suites
   - The new diagrams show enough clearance for wheelchairs in conference rooms
   - Faculty Prep room will include data ports and outlets

4. Student Support
   - There were several schemes to choose from for the student study area, one with 16 carrels and the other with 12, and another that allowed more space for student study rather than the offices. Some nurses thought that 12 carrels were enough.

CPC
February 14, 2011

- The Basketball team won the regional championship
- President Martinez is in Washington, D.C. for the community college league conference
- East is trying to get a program going with China that encompasses the District because East can’t accommodate all the foreign students who want to participate. Paul Grady is forming a task force to see what kind of services we need to help these students. Housing is one of the problems with foreign students. East uses an agency and so do we.
- Harbor College is advertising for a Dean of Economic Development. This is in place of Acting Vice President Bobby McNeel.
• The parking lot space allocations came up in CORE, and the item was referred to the Facilities Committee. Faculty parking will be on the ground level on the east side of the facility: 78 spaces. Signage will be included in the budget.

**ACTIONS**
- CPC appointed Susan McMurray to the Harbor Regional Recreations and Parks
- Two people have been appointed to the ad hoc governance oversight committee: Son Nguyen and Claudette Youins. We need an administrator and a student.
- We are analyzing our savings on the energy equipment we leased from Chevron to see what we can pay for the next six years. We aren’t saving enough, $380,000 approximately per year, to pay this lease. We need help from the District because all that money will have to come out of the Program 100 budget. The College is working on battery storage so we can use the excess energy at night time. Marvin Martinez asked LACCD about helping us, but there is no response from the District, yet. The contract to buy excess energy from DWP has never been finalized. During spring break, the power will be shut down so that DWP can install a switch that will allow us to use the second megawatt of energy. We need to show the CORE minutes from that time to verify the way this program was pushed onto the campus.
  “CPC asks the Chancellor to investigate the use of federal energy credits and rebates at the District level and also what happened to internships. What distribution to the colleges has been made?

**CURRICULUM COMMITTEE**
February 15, 2011

**SB 1440**
List A, List B, and List C
- AAT or AST will be the letters for the new transfer degrees.
- Kinesiology is about ready to go with CSUDH according to Brenda Guertin.
- Psychology will be ready provided that English 101 is accepted under GE area A2. Our catalogue shows that it does correlate.
- No go on Mass Communication with CSUDH
- No match in Criminal Justice Administration
- No match in sociology
- No match in math; we need one more three unit course in Foundations of Higher Mathematics
- Input for transfer degrees can begin on March 14 and be approved by March 28.
- We need to check on business to see if that would be ready for fall of 2011

**Electronic Curriculum Development**
- Mr. McKenzie passed out the completion rates of the ECD inventory as of February 15. The highest completion rate is 56% and the lowest is 15%. We need to complete all of these by the end of the spring semester.
- Part of the problem is that some of the courses still need to be archived.
- Also, many of the courses are taught by part-timers.
- We went from 21% to 31% since December.
- The question arose as to whether or not we still have clerical help to expedite the input.
- We may have to fill out addendums to make sure the course outline accurately reflects either face to face or on-line teaching. There is only one course outline.
• Curriculum committee members need to take the list back to their Division Chairs and make sure that the listed courses are either put on ECD or archived.
• An archived course needs to be rearticulated if the department wants to teach it again. That process can take about a year to do.

Workshops
• Winter session workshops not very successful because of miscommunication
• We need to set up a lab for workshops because of password problems.
• May need to do the workshops division by division, not just generally

Graduation Plan A and Plan B
• Board Rule 6201: Plan A is 30 units and Plan B is only 18. Students either don't get the GE courses or they don't get the major courses. This is being discussed at the District level.

Assessment
• Trying to find out an appropriate time for meetings, either 12:30 or 2 on the fourth Tuesdays.
• Lora Lane doesn’t have all the results from the ISLO readings tabulated. There are still some essays that need to be read. There were 767 essays, and it took more time to assess them than the leaders expected.
• From a preliminary scanning of the results, Lora Lane indicates that definite patterns are emerging for us to discuss campus-wide. There were 18 individual categories, so the computations are complex.
• We now have Turn-it-In.com through accreditation, but use of it will be restricted.

District Learning Manual
• The draft is ready to review. There was supposed to be a new chair of the committee, but it will be the same group as in the past: Dr. Bob Richards and Joan Thomas-Spiegel.
• It’s online, so everyone can review it before the next meeting.

Speech 14
• Four hour course and only nine hours are in speech.
• Right now, it’s only being used as a back-up for cinema one.
• We will need to have something for radio because we are developing a radio program curriculum.

Learning Outcomes and Learning Objectives Difference
• There is a lot of confusion about the difference between the two is. People are putting outcomes in the objectives’ slot. Division Chairs need to be clear with faculty about the differences. People are writing SLOs and calling them objectives.
• Objectives are very specific, discreet units of knowledge and skill
• Outcomes describe the broad aspects of behavior which incorporate a wide range of knowledge and skill.

DISTRICT ACADEMIC SENATE
February 10, 2011
• Bylaws change proposal
  ❖ Handout giving the current DAS work areas: 18 listed. Professional Development needs to be added.
  ❖ The Exec is proposing a second vice president or some other appellation, and the division of duties needs to be detailed
  ❖ The secretary’s job has been reduced to half time, so that gives the DAS some funds to hire faculty for the work that needs to be done
Any additional officer position would require a vote of the entire LACCD faculty because the constitution requires this.

The timeline dictates that a decision be made early this spring in order to get the voting done. There will be an election for DAS this spring.

- **Minutes**
  - Line 46: Maury Pearl replaces Gary Colombo and George Prather for now
  - Line 163: add substantial
  - Line 217: add the word college before presidents
  - Line 219: David Beaulieu changed the language
  - Line 233: add fall ‘11
  - Line 101: strike administrative and put in faculty
  - Line 103: replace “she” with Brent
  - Line 192: replace asked with questioned
  - Line 246: remove “and there may be additional funds.”

- **President’s Report**
  1. Administrative Hiring Policy
  2. Trade Tech has proceeded with a new hire (VP) that goes against the new administrative policy. David Beaulieu will bring this situation to consultation with the Chancellor and will not meet with the President of Trade Tech at this time.
  3. Human Resources wants a single faculty hiring policy for the District
  4. Question of faculty hiring and AFT references to Article 32 and 33 (which are a violation of the Education Code).

- **Cash Transactions with Students**
  - Tried to craft language to address the issue of cash transactions about six years ago, but there was never a formal adoption of a policy. Camille Goulet has drafted proposed language for a policy under 9700.1. We will notice this language for the March DAS meeting.
  - 9700 language proposed by Goulet would prohibit contract education, so it needs to be revised, and the draft language seems overly proscriptive.
  - 9700.1 doesn’t seem to be a subset to 9700; Cash Transactions are not related to Private Instruction for Compensation. It needs to be a separate rule.

- **Bond Update**
  1. Audit: Performance part is questionable. Are the auditors looking at the whole of the bond issues or only part of them. Moss Adams only does Prop 99 compliance, nothing else. The claim is that Moss Adams is looking at the entire range of issues. The College Presidents don’t seem to get involved except for one or two.
  2. The Board members agreed that Moss Adams is looking at everything when in truth they are not. In fact, the Board wanted to post the audit on line to show how the District is complying. The Chancellor backed the Board’s interpretation much to David Beaulieu’s consternation.

- **Contract Concerns: Faculty Hiring and the AFT Contract.**
  1. Beaulieu said it is a pleasure to work with Joanne Waddell on these issues.
  2. There is supposed to be a task force on faculty hiring

- **DVD/FPRC Reorganization Discussions**
  1. Chancellor tried to create a 10% reserve earlier, but that was not adopted
  2. Chancellor proposed that we drop the FPRC and have fewer DBC meetings with a reduced membership, and that suggestion has been dropped.
3. Have a reserve of $87 million (with the $6 million going to GASPE). We picked up $22 million last year from workforce (class) reductions. We will probably pick up another $22 million this year. This figure includes the restricted funds as well as unrestricted.
4. Why are we being asked to cut 5, 10, or 15% when the District has this large a reserve?
5. Latest Board report shows a reserve of $73 million. $45 million is from East and Pierce and untouchable.
6. The $12 million in growth money will be coming and needs to be dispersed, but Jeannette Gordon wants to hold it until the end of the year to help reduce the deficits at the colleges.
7. How much of the cost savings have come from the faculty?
8. Is there a freeze on faculty hiring or not?

- Regionalization Issues/Discussion
- LAO Recommendations
- DCC Report
  1. SB 1440 Transfer Degree Resolution. State law says we can’t impose additional GE requirements, and many colleges do. So we need to expedite at least two transfer degrees for fall 2011.
  2. Currently, the State Task Force has approved three degrees (Sociology, Psychology and Communications) and six more are coming in March.
  3. The resolution drawn up by the DCC approves the using IGETC and the California State University General Education-Breadth Requirements as the general education plans for all AA-T and AS-T transfer degrees while Board Rule 6201.14 (defining graduation plans) is being revised.
  4. The resolution also suspends the 20 cay vetting for new programs for new AA-T and AS-T transfer degrees. The DAS asked that this be changed to vetting occurring simultaneously.
  5. We need to get two degrees approved on each campus before the fall.
  6. Credentials versus permits list: Kathleen Bimberly is trying to clean this list up and has taken all credentialed people off, two deceased people, and granted 28 people an OK because they meet the minimum qualifications in various areas. So, there are only seven who don’t qualify for equivalency, and 21 more who may qualify if they can show other course work completed. Anyone issued prior to 1990 probably should be allowed to continue to teach as long as they apply for an annual renewal.

- EPAC Report
- District Strategic Plan
  1. Handout from Yasmin Delahoussaye re forming a District Strategic Planning Committee
  2. This will come up in Consultation with the Chancellor next week.
  3. We need to come to agreement with the administration as to how to proceed (it’s participatory governance and covered under AB 1725).
  4. The proposal puts “Student Completion as the highest priority for the District” because the state legislature is moving toward a new funding model that includes completion as well as enrollment.
  5. Completion needs to be defined: it needs to include people who complete an educational plan and gets a job; it can’t be limited to transfer and certificates.

- Petty Cash: We have $2667.48 on hand.

DIVISION COUNCIL
February 16, 2011
• FTES 3540 projected for this semester. This year will be slightly over 7,000. Mr. Rosas thinks that the College needs to be closer to 10,000 FTES to be self-sustaining.
• President Martinez doesn’t want to see any more cuts in classes; further reductions will have to come out of other areas, too.
• If we do have to cut classes further, Mr. Rosas is telling Division Chairs that they need to look at where those cuts might come, including programs. Program viability right now is only triggered by class size, and Dean Humphreys raised the question as to whether or not we need to expand the criteria for undertaking program viability.
• In case of emergency, Mr. McKenzie stated that the Board and the Chancellor can simply suspend programs. We have an initial allocation of $27 million for next year, but our projected expenses are $29 million. In order to maintain our base, we cannot reduce classes further, so cuts will have to come out of other areas.
• Assessments are now a year or two behind, so placements in English 28 are shaky. We either need to stop assessing students we know we cannot accommodate and make them more timely.
• Matriculation monies are depleted, so how can we continue to carry out those services?
• If the program viability policy needs to be changed, it will have to go through the Academic Senate. Operational suggestions can go through CPC.
• We have already eliminated two “programs” without going through viability (summer and winter).
• We need to look at how any changes will affect student planning.
• Nabeel Barakat raised the issue of hiring six more fulltime faculty as opposed to eliminating programs. This brings up the state laws re the 75/25 and 50% laws that mandate what the Faculty Obligation Number (FON) will be.
• What is an entitlement: laws create entitlements. If we accept EOPS money, the students are entitled to those services.
• State funding: FTES (6715) plus base ($3.5 million) plus $5,000,000 is how our District funding is allocated.
• Recommendations for priorities:
  1. Data driven, but what data? What is meaningful data in student services and administration.
  2. Demographics need to be used to serve the community needs.
  3. Transfer, CTE and Basic Skills are the three state emphases.
  4. McKenzie: We need to look at reorganization and redundancy; we could save a substantial amount of money if we re-organize divisions
  5. We need to look at outside funding, too, and not just look at reductions, but these monies need to be integrated into institutional planning from the beginning.
  6. We might be able to use the new gym facilities to economic benefit.
  7. Maintain the FTES base by retaining the regular and part-time faculty.
  8. Look at the sheriff’s contract again and perhaps looking at the maintenance contract
• Dean Humphreys announced that the committee is trying to make the distribution of funds equitably. Not every application is complete, and this needs to be done by next week so that we can release those funds.

EDUCATIONAL MASTER PLAN SUBCOMMITTEE MEETING
February 4, 2011
Rosas, Stanbery, Humphreys, Wood, Richards, Smith (J)
We only need the rewrite of one paragraph, from Susan McMurray and Sally Fasteau, to finish the draft of the Educational Master Plan draft. Then it will be sent to Academic Affairs, the Senate and CPC.

Then the committee turned its attention to the problem of a consistent cluster matrix for planning, and it looked at the College Planning Guidelines from the Planning Policy and Procedure Manual. Aspects of possible change to programs such as, new seamless transfer pathways like those being formed for SB 1440 or new general education courses that are no longer discreet, as well as budgetary decisions need to be reflected in the matrix.

Dean Humphreys passed out a draft rubric for program review for discussion and asked how this should move forward. His matrix shows how the unit plans will connect to program review. This draft needs to go to the next Senate meeting for adoption along with the other program review changes.

**EDUCATIONAL MASTER PLAN SUBCOMMITTEE MEETING**
February 11, 2011
Blackburn, Humphreys, Smith, Stanbery

- Handout: Principles to operate the college within its budget allocation. These principles will have to be adopted by CPC. The Budget Committee yesterday formed an ad hoc committee to review the draft language supplied by the District.
- EMP is working to provide a single plan format for planning and budgeting.
- Dr. Humphreys brought up that we need to look at the Institutional Effectiveness System from the District to see how we might use that electronic system of management.
- Stanbery asked both Mark Woods and Kristi Blackburn to look at both the Student Services and Administration Clusters planning documents to see if they can draft an overall template.
- Dr. Blackburn brought up the fact that written reports are not being generated for the operating body. The problem is a continuing one, but for accreditation purposes as well as communication purposes, committee chairs must begin to submit written draft minutes to CPC and to the Senate.

**Meeting with President Martinez**
February 7, 2011

**Summit reprise:** Generally, the meeting on February 3 went very well. The President expressed his thanks to all those who worked so hard to facilitate it: Dr. Dave Humphreys, Lora Lane, Dr. Ellen Joiner, Jim Stanbery, Megan Lange, Danielle Jacks, Kerry Keener, Elizabeth DeSylva, Nola Simms, and all the other staff members who were involved. The President was especially pleased that 161 of us have now filled out the Climate Survey. As we move forward, we need to make sure that the CPC governance review is done and that the accreditation cycles are closed and fully documented before the end of the spring semester. The small groups at the Summit worked on these timelines and task assignments, and with proper follow through, we will be on target.

**FON and FHPC:** President Martinez intends to give authorization to fill the Faculty Obligation Number the District has given us: six. He will be making his decisions known very soon so that departments can begin the hiring process. Although Nursing is allocated the first two positions on the FHPC list, President Martinez is inclined to hire only one this year because one of the nurses who now has reassigned time to do grants is planning to teach full time in the fall.

**Senate Leadership:** We discussed the turn-over in Senate leadership and how best to accomplish this. As many of you know, I am planning to retire as of July 1, 2011, but I have told the President that if he and others in charge of accreditation requires that I spend another semester or two working on that process, I would be willing to consider it. If any of you are interested in Senate leadership, please let me know immediately.
**Dean, Economic Development:** The President wants to hire a Dean of Economic and Workforce Development to replace Acting Vice President McNeel who retired in December. Currently, Vice President Rosas is overseeing this area.

**Graduation:** President Martinez has asked whether or not we can move the beginning of graduation to 7 p.m. from 6 p.m. He feels that it would be a service to our constituency. We will discuss this at the Senate meeting on February 17. We also are looking at ways to streamline the ceremony so that it doesn’t “drag on.”

**Budget:** At the next budget meeting, February 10, the President wants to discuss the Legislative Analysts’ Office (LAO) report and suggestions with the campus. He is concerned about the repeatability and 100 unit limitations the LAO wants to impose on the Community Colleges as well as the recommendation that both the 75/25 and 50% laws be adjusted. He is not certain how these changes will impact the Harbor College budget.

**Other:** President Martinez told us that Leige Doffoney will be overseeing the student Senate in the fall.

**EDUCATIONAL MASTER PLAN MEETING**

February 8, 2011

- Dr. Blackburn passed out the checklist from the District and ACCJC re schedules and catalogues. She also passed out the proposed scheduling from five different divisions through September ‘17: Communications, Mathematics and Science, and Life Science and Family and Consumer Affairs Divisions are missing.
- Jim Stanbery checked with the two clusters that haven’t turned in their templates for prioritizations: Student and Administrative Services. Dr. Richards validated Dr. Blackburn in her report that she asked Division Chairs to fill out the curriculum maps or pathways because it is the law.
- Stanbery needs to remind Susan McMurray and Sally Fasteau that they need to provide the paragraph in the Educational Master Plan that needs revision.
- Susan McMurray raised the question about the success rate for English courses. Dr. Richards asked about the fact that the English faculty thinks the student assessment is incorrect, but when the faculty is asked, they say that 75% of their students are placed correctly. He also stated that we have never been able to validate the math assessments.

**TAACCCT**

February 14, 2011

John Sparks, June Smith, Felicia Duenas (SW), Marcia Wilson (TT), Mark Pracher (West).

**Replacement, retention, higher wages are the goals of the grant from the Department of Labor**

This was a preliminary meeting between Trade, West, Harbor and Southwest Colleges. We are planning to work with both the Los Angeles Airport and the Port of Los Angeles as a part of the consortium.

A question arose as to what constitutes more than one entity in a consortium. Is the District only a single entity so that we need to involve another outside agency? How do we interface with Long Beach and the Long Beach port? Who are the industries that we need to involve? How can we coordinate the case managers from the WIBS with the college counseling programs.

Every program needs to be two years or less. We need to have an accurate assessment of returning students for retraining. Subjects areas that could be included:

**Trade Tech**

- Underwater welding and welding
- Transportation (alternative fuels), hybrids
Security

Southwest
- Cyber-security
- Police Security

West
- Ties into the airport and the hospitality program. We’re not sure that can be a component of this particular grant.
- Security

Harbor
- ISA (International Society for Automation) that we have been involved with through the oil refinery training program. Any liquid can use this technology and other technologies can also use this system. Does not require state certification but is recognized by the industry.
- Police Department at the Port of Los Angeles and Harbor are working on an AA degree program that will lead to a bachelor’s.
- Entrepreneurial Training is what Port Tech, who is a partner, wants. They represent a wide range of activities including using algae as an alternative fuel.
- Drafting/engineering, especially geared towards aero-space.

Thursday’s meeting will include the Long Beach and Los Angeles WIBs but not the South Bay. Will we also include the county? We will need to identify the specific WIB Centers that we will deal with and a case manager from each WIB as well as a lead person on each campus. Contracts with individual centers are faster to finish than going through the top management of the larger WIB entity. Employers need to tell us where the jobs are going to be and what training is needed all in a time context.

We have asked the major groups (chambers, port tech) to the meeting, and we hope to come away with a tool to go out to specific industries in a survey: what do you need and what can you supply.

John Sparks said we need a schedule to make sure we follow through on shaping the proposal. He asked that each college give a plan for its campus along with a budget for that plan. Say what you want to do and how much it will cost. Sparks will publish the results of the Thursday meeting and ask for specific information from the other campuses along with a deadline. Sparks will set up a Google.docs account for writing and sharing information. Port TAACCCT will be the name of the account.

We will need an advisory committee to continue to guide the process. Who can help us the most in adjusting to reality?

June Burlingame Smith, President