



The Career and Technical Education Coordinating Committee provides guidance and support to advisory committees, in partnership with the business community, to promote a quality workforce.

<http://lanecc.edu/cteccc/index.html>

CTECC Advisory Committee

Meeting Minutes

November 17, 2010

7:00-9:00 am

LCC Bldg 19/Room 230

MEMBERS PRESENT:

Laurie Swanson Gribbskov, Marv Clemons, Craig Taylor, Jeff Cook

APPROVE OCTOBER MEETING MINUTES:

Correct the Self-evaluation program title to Child and Family "Education" with correct spelling, and add Andrea Newton to the members present. The October minutes were approved with the corrections.

INTERVIEW CHILD & FAMILY EDUCATION ADVISORY COMMITTEE (7:15 am):

The CTECC welcomed Division Dean, Nancy Hart; Program Management Coordinator and Lane Advisory Committee Coordinator, Sue Norton; Instructional Program Coordinator, Jean Bishop; and Community Advisory Committee Chair, Rose Wilde, MPH with Department of Human Services.

Please refer to the separate advisory committee self-evaluation and interview notes.

MONTHLY REVIEW OF CTECC GOALS AND TIMELINE

- Revised copies were provided for review and discussion
- We now have a process in place to report to committees after their interview by Phoebe forwarding the interview notes back to the committees and the Executive Dean each month following their interview
- We will include a review of our CTECC goals with each month's agenda
- Craig suggested revising Goal 1 Obj 3 from "provide additional assistance" to provide assistance", and the change was made
- To clarify the Executive Dean's part in closing the loop with feedback to the committees with suggestions for higher performance, we have changed Goal 5 Obj 2 to "Assess progress on achieving goals from previous year including the Executive Dean's comments about feedback to the committees."
- To align with Lane's Strategic Directions, Laurie recommended an addition to Goal 5 Obj 3 to say "Set new goals and objectives considering Lane's Strategic Directions", and the change was made

LOOKING AHEAD:

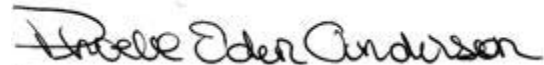
- Our next meeting was scheduled for December 8, 2010 to interview the Dental Program Advisory Committees, but was canceled due to the Dental Programs needing to pack and move their offices again for repairs to the current remodel. They will be rescheduled for the March 16th meeting, with the PTA Advisory Committee.
- January 19th interviewing the BCT/Business Advisory Committee
- February 16th interviewing the Electronic Technology and Manufacturing Technology Advisory Committees.

- March 16th interviewing the PTA Advisory Committee and Dental Programs Advisory Committees. **Plan on a tour of the Health & Wellness Building**
- April 20th interviewing the Water Conservation Advisory Committee and the Respiratory Advisory Committee.
- April 26th is the Advisory Committee Recognition Dinner Gala
- May 18th interviewing the CIT Advisory Committee
- June 8th interviewing the Fabrication/Welding Technology Advisory Committee

NOTE:

Laurie will contact CAHM Dean, Brian Kelly regarding their upcoming presentation at the Advisory Committee Recognition Dinner Gala to share their committees' special success strategies.

Respectfully submitted,

A handwritten signature in black ink that reads "Phoebe Anderson". The signature is written in a cursive style with a large, stylized 'P' and 'A'.

Phoebe Anderson, CAP
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