

MINUTES

Work-based Learning/Employment Services Statewide Advisory Committee

August 16th, 2010, Newport Beach, CA

Attending: Maggi Dunsmore, Vicki Westerskov, Eric Hilden, Susan Coleman, Helen Beard

New Member attending: Christina Amaral, OCC

Agenda	Discussion	Action
I. Welcome		
II. Approval of 2/1 & 5/24 minutes	Minutes from prior meetings reviewed	Maggi motion to approve, Susan second
III. Budget update	<ul style="list-style-type: none"> • Eric presented status of the contract approval with SOCCCD. • All expenditures on hold until the contract is Board approved by SOCCCD 	Eric to facilitate contract approval via established SOCCCD systems.
IV. 2009/10 Year in review	<ul style="list-style-type: none"> • Accomplishments discussed: Title V updates for WBL; Joint marketing with CDA including 'tool-kit' & flash drives • WBL District Template planning and distribution across state • CPA professional development activities and annual conference • CIWEA professional development and annual conference 	No action, discussion only
V. 2010 – 2011 Goal planning	<ul style="list-style-type: none"> • Susan discussed upgrades and changes to the wblconnections website: possibly with new look/feel and increased committee space on main page for minutes, members, district plan, quick links to pertinent State updates, committee brochure, etc. • Susan discussed SB70 project with new website called 'Career Café' to be rolled out in 2010/11. • Discussed potential survey of CPA membership for needs assessment and use of technology in the field. • Discussed benefits of an 'organizational membership' to NACE; research, 	<p>No action, see proposal request</p> <p>No action, see proposal request</p> <p>Further discussion needed.</p> <p>Further discussion needed at next committee meeting.</p>

	<p>surveys, free materials, etc.</p> <ul style="list-style-type: none"> Discussed impact of 'worksource centers' and One-Stop Centers with career/job placement at campuses across the state and the needs of career center/employment services offices. Project proposal requested by Susan for a total of \$10,000 for two projects including- joint marketing with CDA of 'Career Café' and redesign of www.wblconnections.com website. Eric requested detailed invoices to support website redesign. Project proposal requested by Maggi for \$10,000 for two projects including: support for CPA annual conference on 3/2 – 3/4/11 and CPA website redevelopment. Eric requested detailed invoices to support website redesign. 	<p>No committee action at this time. CPA regional workshops may include topic for professional development/best practice</p> <p>Committee voted and approved modified expenditure of \$8,000 for joint marketing projects and wblconnections redesign. Invoice to be submitted by Susan.</p> <p>Committee voted and approved modified expenditure of \$8,000 to support CPA annual conference and website maintenance. Invoice to be submitted by Maggi</p>
VI. CPA Report	<ul style="list-style-type: none"> Maggi presented information from CPA's Annual Conference held in March, 2010 in Ventura, CA. Conference had great attendance with professional development to career/placement professionals on topics including social media, interviewing, partnering with WIB's, and others. 	No action required
VII. Chancellor's Report	<ul style="list-style-type: none"> No report 	No action required
VIII. Academic Senate Report	<ul style="list-style-type: none"> No report 	No action required
IX. CIWEA Report	<ul style="list-style-type: none"> No report 	No action required
X. Other Items	<ul style="list-style-type: none"> None reported 	
XI. Meeting Adjourned		Next meeting 11/2/10 teleconference – Eric to coordinate.

Prepared by Eric Hilden

Approved 11/2/10