



## **DES PLAINES VALLEY REGION**

**PARTNERS IN EDUCATION, EMPLOYMENT & LIFE-LONG LEARNING**

c/o Triton College, Building M, Room M100  
2000 Fifth Avenue, River Grove, IL 60171

### DES PLAINES VALLEY REGION ADMINISTRATIVE COUNCIL DECEMBER 13, 2012

#### MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 9:05 a.m. on Thursday, December 13, 2012 in Room M-134 at Triton College. In attendance: Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Mr. Ed Moyer (Proviso Dist. 209), Ms. Maggie Campbell (Proviso Dist. 209), Ms. Sheri Costello (Ridgewood Dist. 234), Ms. Patti Farlee (Riverside-Brookfield Dist. 208), Dr. Susan Collins (Triton College), Ms. Lorette Dodt (Triton College), Ms. Mary Ann Olson (Triton College), Dr. Anne Cothran (DVR), and Ms. Denise Yaneck (DVR).

#### APPROVAL OF MINUTES

Mr. Moyer moved, Ms. Memmel seconded the motion to approve minutes of the November 15, 2012 meeting. All ayes; motion carried.

#### EXTERNAL ASSURANCE

Previously we were notified to expect the External Assurance visit to take place in January, however they are focusing on LEAs considered to be higher risk. Since DVR is not on the high risk list, our visit will be delayed possibly until late spring. Council members will be notified as soon as the specific visit dates are known.

#### PERKINS BUDGET – SEQUESTRATION

Council members were notified that, per ISBE, we can expect a cut of approximately 8 percent in the FY14 Perkins budget. Details are not known at this time.

#### DUAL CREDIT

Dr. Collins discussed the recommendation from Triton that AHL103 (Basic Pharmacology) be available in spring 2013 for dual credit enrollment on the Triton campus. This course would apply to credentials in Radiologic Tech and Ophthalmic Tech. Dr. Brady moved, Ms. Memmel seconded the motion to recommend to the Board of Control that AHL103 be offered for dual credit. All ayes; motion carried.

#### CAREER CAMPS

Enrollment in career camps has been low, and this has been discussed in several previous Administrative Council meetings. Each year, promotion and registration methods have been modified and last year student focus groups provided input on how to promote the camps. Council members received a recap of the total camp enrollment for June 2012 which included 94 students across 10 camps. There are three sources of funding supporting the camps: DVR regional funds (for Health Careers and Food Sanitation Certification); DVR transit funds to Triton (camps are run even if there are few registrations due to the fact that cancellation of the camps would mean the funds have to be returned to ISBE); and Triton's Perkins funds.

Triton is particularly concerned about the level of money they direct to the camps from their Perkins funds and whether or not serving this number of students in camps is the most effective use of that money.

Discussion included the following.

The sign-up deadline is before the school years end since counselors are needed to make arrangements for any special needs students who will be participating.

We want to make sure what we are doing for our students is successful and beneficial.

It was recommended that CPR Certification be combined with the Health Careers camp. This would require team teaching in order to include a certified instructor.

Rather than offering so many camps and rather than offering them at the college, schools should offer at their home campuses a camp run by instructors who are highly interested in providing the experience for their students. Students may be more inclined to participate at their home campus.

For those camps that are successful, offer them twice.

Since Triton's funds that support the camps are from the current fiscal year, all camps must be completed by June 30<sup>th</sup>.

The Council reviewed the list of last year's camps and determined which ones should be continued and which should be deleted. The outcome of discussion was as follows.

- Continue Food Sanitation.
- Continue Health Careers and combine it with How to Save a Life (CPR).
- What's Cookin' is pending. Ms. Dodt stated that Triton's kitchen is being renovated, and she will check on whether it will be available for the camp. Confirmation is expected to be known by the next meeting.
- Forensics is pending. Ms. Dodt will check with Triton's instructor to determine his interest in continuing with this camp.
- Delete Matrix, Holy Cow, There's an App for That, Social Networking, and Early Childhood.

## FACULTY CAMPS

Based on her meeting with Triton's Interim Deans, Dr. Cothran contacted the DVR Program Committee Chairpersons and asked them to inquire of their committee members to determine if there would be interested in new Faculty Summer Camp opportunities offered by Triton. The initial response from the Chairpersons is that there is interest. The Council's discussion included the following.

The Faculty Camps would not conflict with DVR's Teacher Workplace Experience program.

Can the TWE program be combined with the Faculty Camps?

Faculty could meet with an expert, participate in a field experience, and acquire new skills.

Faculty Camps would be solely supported by Triton's Perkins funds.

Conduct a survey on Faculty Camps and offer the two with the most interest.

Can we broaden these camps to content teachers?

The camps should be open to counselors since they have direct influence on students.

More information on Faculty Camps will be provided at the next Administrative Council meeting.

In order to avoid conflicts for teachers conducting the student Career Camps, the following dates were selected:

Health Careers/CPR – Monday thru Thursday, June 17-20

Food Sanitation Certification – Tuesday/Wednesday, June 18-19

TWE will be held during the week of June 25<sup>th</sup> will work for TWE; Dr. Cothran will contact TWE Coordinator Karen Bear to determine specific dates.

### SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

The FY11 workshop topic was “Formative Assessments,” the FY12 topic was “Improving Transition to Post-secondary Without Remediation,” and the FY13 topic was “Incorporating Common Core into the Curriculum.” To begin planning for the October 2013 workshop, we need to determine topic, participants and venue. At the November 14<sup>th</sup> Board of Control meeting, it was requested that we include strands for counselors, administrators, and faculty and include continued conversations of math cut scores from last year. The Council’s discussion included the following.

Consider a panel discussion as has been done in the past.

Need intensive time to address the issue of assessment – how do we know we are being successful with integrating the Common Core?

Look at standards beyond Math and English – what are the standards for other classes such as CAD, etc.?

Separate groups into secondary and post-secondary, by content area, and keep them together all day.

Have a counselor strand; they need to understand expectations in the workplace.

There needs to be POS content for counselors at the workshop.

Dr. Cothran will begin searching for multiple speakers on a variety of topics. The Council agreed to the date of October 3, 2013 and agreed to recommend Hamburger University as the venue.

### SECONDARY/POST-SECONDARY COLLABORATION

At the November meeting the Administrative Council discussed using December 13<sup>th</sup> and February 7<sup>th</sup> and 8<sup>th</sup> for secondary/post-secondary Department Chair collaboration on Programs of Study templates, to determine cases in which we can arrange dual credit or proficiency test credit. The guiding question is, “How close can students get to having a college credential upon completion of high school?” Prior to today’s Administrative Council meeting, the first of these meetings was held to address Freshman Rhetoric and Intro to Psychology. The Council discussed plans for continuing the process, reviewed this morning’s session, and discussed who should attend the February meetings. The following was agreed upon.

February 7<sup>th</sup>, 8:00 – 10:00 a.m., Advanced Algebra and Biology. The Administrative Council meeting will follow at 10:00 a.m.

February 8<sup>th</sup>, 8:00 – 10:00 a.m., PE/Health and Language Arts.

It was agreed that groups need to exchange syllabi prior to the meeting so they have time to review the syllabi in advance.