



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

DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
NOVEMBER 14, 2013

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:13 a.m. on Thursday, November 14, 2013 in the Principal's Conference Room at Elmwood Park High School. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Dr. Nicolas Wade (Elmwood Park Dist. 401), Ms. Toni Memmel (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Ms. Maggie Campbell (Proviso Dist. 209), Ms. Sheri Costello (Ridgewood Dist. 234), Ms. Patti Farlee (Riverside-Brookfield Dist. 208), Dr. Gabe Guzman (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Mr. Prale moved, Ms. Memmel seconded the motion to approve minutes of the October 3, 2013 meeting. All ayes; motion carried.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP EVALUATION

Council members received the compiled results of the workshop surveys. Overall the evaluations were very positive. Comments from the Council included having participants complete their evaluations earlier in the afternoon instead of doing so at the very end of the program; panel discussions were somewhat too long; consider the pace (some parts of the day could have been more compact); work more with the presenter to achieve the desired presentation that will meet with our goals and expectations for the workshop;

FY15 SCHOOL/COLLEGE PARTNERSHIP WORKSHOP TOPIC

Over the past few years the workshop has been intended to build on the previous year's topic. Last year Administrative Council members decided that moving forward, topics should be related to Programs of Study (POS). Discussion included the following comments/ideas.

- "Programs of Study" is a large enough and comprehensive enough topic that we do not need to add in other topics (such as Common Core, etc.). Keep the day's focus and tasks centered on POS.
- Dual credit automatically becomes part of the POS discussion.
- How do we put the structure in place in our schools to help students get the most advantage possible from POS?
- Futuristic approach: Here is what we have, what is it leading to? (career and labor market)
- The Board of Control wants more collaboration between the high schools and Triton.
- Consider a "Core Path." Many students in their first year of college do not know what they want to do, so we should have a path in place to influence them to take the core classes that will apply to the program/career they will eventually pursue.

- The four-year school is not the only path to a job/career. Employers are telling us that workers are entering their businesses through a variety of alternate paths. Have a panel of business/industry representatives discuss this at the workshop. One example is a student doing an internship with an employer that will pay for him/her to take courses to earn a certificate or degree. We need to have the structure that makes these paths accessible for our students.
- National Clearinghouse would be a valuable data source. Which of our schools subscribe?
- In high school there are courses required for college entrance, but the students do not see these courses contributing to their future career. We need to help students develop career goals to see the big picture of their future.
- Emphasize to students the need for 14 years (high school plus two years).
- We need to build strong partnerships between the high schools and Triton.

The Council will continue discussion at the December meeting, with the goal of finalizing the topic at that meeting.

FY15 SCHOOL/COLLEGE PARTNERSHIP WORKSHOP DATE AND VENUE

The Board of Control and the Administrative Council both agree that we should continue hosting the workshop at Hamburger University. Upon checking with the facility this week, we were informed that the only date available to us in October 2014 is Monday, October 27th. At their meeting yesterday the Board agreed to this date. The Board also recommended that we look at planning our date two years out and that going forward the workshop be held on the last Monday in October.

ADMINISTRATIVE COUNCIL MEETING – MARCH 7, 2014

The Council's meeting schedule includes Friday, March 7th. Due to the IASA calendar (which was published after our meeting dates were established) the Board of Control has moved their March meeting to the 7th. Therefore the Administrative Council agreed to move their meeting to Thursday, March 6th. The location will remain at Riverside-Brookfield High School, however the start time will be 8:30 a.m.

TRANSITION WITHOUT REMEDIATION – MATH

We have been having conversations and initiatives over the last year or two regarding student transition without remediation, focusing on math. At a dual credit regional meeting on November 8, 2013, Dr. Cothran saw a presentation regarding an arrangement at Harper College wherein students who take remedial Math 080 in high school and pass the course are automatically moved into credit-bearing math classes regardless of COMPASS or ACT scores. Our schools participated in the Triton Math Summit.

Oak Park & River Forest High School has investigated options for addressing the math needs of prospective Triton students. Mr. Prale provided an update on OPRF's progress. They are developing a senior year math course to follow Algebra II and include some trigonometry topics. The goal is for students to qualify through the COMPASS test for a dual credit math course. Remediation during the fall semester would prepare students to take the math course in the spring. Currently the district looks to include approximately 60 students in this 100-level course.

TEACHER CREDENTIALS FOR DUAL CREDIT

We have been discussing the challenge of required teacher credentials to qualify for teaching dual credit in the high school. For an AAS Degree, a teacher needs industry certification or a Bachelors Degree, plus 2000 related work hours. For academic and transfer courses, a teacher needs a Masters Degree and 15 graduate hours in the specific content area. Dr. Cothran attended the Dual Credit Regional Workshop on November 8th and gained information on Harper's five-year plan in which faculty members that were short the requisite hours of graduate credit in specific content could take just that many credits (not a full degree) through a partner university offering. A question was raised about determining if a course is career, academic, or both. Several years ago Triton Dean Antoinette Baldin had provided the list of courses categorized by Tier 1, Tier 2, or Tier 3. That list will be again be forwarded to the Council members. Another question concerned the fact that remedial courses are not credit bearing, therefore why do teachers need to meet the qualifications? Dr. Guzman clarified the college faculty requirements. It is suggested that our high school teachers could fulfill the necessary graduate credit through Triton's university partners, so the teachers would meet the requirements in order for them to teach dual credit courses. The Council requested that Dr. Guzman look into whether summer courses could be offered through Triton's university partners.

DUAL CREDIT

The Council received the current list of all dual credit offerings. The list includes some courses that are not program requirements for any credential. In order to focus our students on completing courses that lead credentials, Dr. Brady moved, Ms. Costello seconded the motion that the following be removed from our dual credit offerings:

ENT127	Materials and Processes
MUS216	Music in America
MUS100	Rudiments of Theory
MUS110	Listening to Music
FIR110	Fire Protection
FIR129	Hazardous Materials
FIR275	Hydraulics and Fixed Installations
MKT126	Fashion Management
MKT127	Visual Merchandising
MKT129	Fashion Promotion
MKT169	Textiles/Clothing Construction

All ayes; motion carried. These recommendations will be taken to the Board of Control.

Dr. Guzman discussed the need to evaluate how well our dual credit process is working. He has worked up a proposal for assessing the metrics for a successful dual credit program, engagement of the appropriate persons involved in the dual credit process, and determining how to implement a successful program. He will send details to Dr. Cothran which will include the list of persons needed to work with him on this issue in order to accomplish a successful outcome. The December Administrative Council agenda will include this as a discussion item.

PROGRAMS OF STUDY/PATHWAYS TO RESULTS

Dr. Cothran previously provided the Council with information on the Pathways to Results (PTR) continuous improvement process. She noted that we should discuss participating in the Pathways to Results process, in which we choose one program of study to analyze and create

strategies for improving student participation and completion. Although we are still refining and improving our Programs of Study site content, now that all students have equal access to information about our available POS we need to consider the improvement process. Council members have expressed interest in participation in PTR, therefore Dr. Cothran contacted OCCRL requesting information on how to arrange for PTR sessions in their new Chicago office. Council members suggested that PTR could be the focus of our next School/College Partnership Workshop. Dr. Cothran will obtain further information about PTR so the Council can discuss it at the December meeting.

GRANT ACTIVITIES AND PROGRESS REPORTS

In the interest of time, this topic was tabled and will be discussed at the next meeting.

NEW TEACHER EIS SYSTEM IN IWAS

Last year the Council was reminded that the state system for tracking teacher credentials was being changed. Everyone had been advised to print out their information before the transition. It has been reported that errors are being found in the new system. Council members should tell all their teachers to access the system and verify the accuracy of their records immediately.

DVR FOUNDATION

Last year DVR opened the DVR Education Foundation in order to seek grant funds that could support STEM related opportunities for our students. We submitted a grant to the National Science Foundation which was not awarded, although we were invited to retool and resubmit. One component of that grant application detailed how high school students would conduct independent research, with a teacher coach, utilizing research facilities at the high schools or at our grant partners' facilities. Dr. Cothran has identified a grant to which this would apply. The Board of Control has authorized her to pursue the grant which must be submitted by February 4, 2014.

3-D PRINTER

Some schools are considering purchasing a 3-D printer. Product details and pricing information was distributed from JBH Technologies, a local distributor, for the MaketBot 3-D printer.

PERKINS CLAIMS

Each month we must file a Perkins expenditure report. Perkins claims through the month of November must be submitted to the DVR office by noon on Friday, November 15th.