

ADMINISTRATIVE COUNCIL  
DES PLAINES VALLEY REGION  
MARCH 6, 2008

MINUTES

Ms. Karen Schmidt called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:12 a.m. on Thursday, March 6, 2008 in Room 509 at the Proviso Mathematics and Science Academy.

In attendance:

Leyden: Dr. Fran Brady

Elmwood Park: Mr. Pete Binder

Oak Park-River Forest: Ms. Amy Hill

Proviso: Ms. Margo Umans

Ridgewood: Ms. Jennifer Buteyn

Riverside-Brookfield: Ms. Patty Sarkady

Triton: Ms. Mary-Rita Moore

DVR: Ms. Karen Schmidt, Mr. Don Lund, Ms. Denise Yaneck

APPROVAL OF MINUTES

Dr. Brady moved, Ms. Buteyn seconded the motion to approve minutes of the February 7, 2008 meeting. All ayes; motion carried.

FY09 GRANT PLANNING

To assist with planning FY09 grants, this week Ms. Schmidt and Mr. Lund are holding individual meetings with Administrative Council representatives. Ms. Schmidt reported that Tech Prep will be renamed the "CTE Programs of Study Partnership" for the next year. Activities and funding will be dedicated to the development, maintenance, and assessment of regional Programs of Study.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

Triton will host the October 9, 2008 Partnership Workshop. The following comments and ideas were presented.

Keynote speaker to present research-based, futuristic perspective on educational programs.

Panel discussion including experts in areas such as job forecasting and copyright laws.

Keynote speaker Penelope Trunk. A suggestion was made that the Board of Control should view her on-line video.

Record keynote presentation for possible use by schools.

Highlight some of Triton's programs and hold breakouts in those program areas; attendees could rotate through a selected number of programs.

Ask Triton representatives to identify new and emerging careers.

Breakouts should pertain to the cutting edge/futuristic theme of the workshop.

Outcome of discussion: For keynote speakers, Ms. Schmidt will explore the suggestions of Penelope Trunk and a name to be provided by Dr. Brady, and Ms. Hill may have the name of a researcher/expert in career forecasting. Ms. Moore will bring ideas from Triton representatives regarding new and emerging careers. Council members are to e-mail Ms. Schmidt with additional ideas before the next meeting.

## OUTREACH AND RECRUITMENT

Council members discussed the career planning brochures.

Dr. Brady: Positive feedback, format well liked, would like to add testimonials back in. Brochures given to eighth graders, all ninth graders, all CTE students, health and P.E. classes, faculty, counselors, and public libraries.

Ms. Umans: New, fresh look was well received. Brochures given to all teachers, counselors.

Ms. Hill: Brochures given to counselors, families of eighth graders. Used at open house for incoming eighth graders, CTE teachers are using brochures to promote programs.

Ms. Sarkady: format is well liked, eye-catching to students, would like to add testimonials back in. Used at "We Are RB" night in November (event for the community and geared toward eighth graders), presentations made at this event in conjunction with foods lab presentation. Used in Applied Arts promotional tour at feeder schools, parent night. Given to eighth grade teachers at feeder schools.

Ms. Buteyn: Given to eighth graders as part of eighth grade test interpretation night, all teachers, and given to all freshmen, sophomores and juniors for registration.

Mr. Binder: Used in Academic Lab, given to every teacher, eighth graders, all high school students except seniors.

Council members agreed that testimonials should be used. A suggestion was made to make the third panel perforated so it can be removed and the front and middle panels can be used as a poster.

## DUAL CREDIT

Ms. Moore distributed DVD's of the Dual Credit presentation.

Ms. Buteyn stated that Ridgewood's purpose in scheduling students in Dual Credit courses is to assist them in completing a specific program sequence. Through Dual Credit, Ridgewood's purpose is not exploration of courses across multiple program areas, and therefore Triton should not allow students to change courses without Ridgewood's permission. Dr. Brady noted that two of Leyden's students were permitted to enroll in courses that Leyden was not made aware of. Mr. Binder identified the need for increased communication from Triton to his school. Ms. Moore stated that she will investigate these issues and provide feedback, and she requested that she receive copies of communication concerning Dual Credit.

At yesterday's Board of Control meeting, two additional Marketing courses were approved (MKT126 and MKT129).

The Dual Credit schedule is expected to be available for the next meeting.

## ISIS

No new information. Timelines identified at the last meeting remain the same.

## WOMEN'S CONFERENCE

The conference is scheduled for March 13, 2008. Triton's contact person is Ms. Angelee Johns.

## STAFF INTEGRATED TEAM EXPERIENCE

SITE will be held June 10-12, 2008. Brochures and applications are expected to be ready at the next Administrative Council meeting.

## HEALTH CAREERS CAMP

The camp will be held June 11-12, 2008. Co-coordinators are Ms. Toni Wurch and Ms. Jennifer Maldonado, who are in the process of developing contacts, brochure and application. Information is expected to be ready for the April Administrative Council meeting.

## CURRICULUM REVIEW

The Industrial Technology committee reviewed curriculum in Automotive; no changes were recommended. Ms. Hill moved, Mr. Binder seconded the motion to approve the committee's review of Automotive curriculum. All ayes; motion carried.

On the Drafting/Architecture articulation ladder, the title of Triton's course ARC110 is now "Wood and Masonry Construction Technology."

The Industrial Technology committee reviewed curriculum in Construction Management; no changes were recommended. Ms. Moore moved, Ms. Hill seconded the motion to approve the committee's review of Construction curriculum. All ayes; motion carried.

## INFORMATION

Council members received an updated status of documented grant expenditures, payment schedules and cash on-hand.

Council members received CD's of all of DVR's regional course information.

A discussion forum will be available on DVR's web site.

Through the System Directors consortium, DVR will be part of a \$16,000 grant that will provide a Career Pathways Certification Workshop, April 29-30, 2008 at South Suburban College. DVR has eight seats at this workshop. Within the next two weeks, Council members are asked to notify the DVR office as to whom from each district will attend.