



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
SEPTEMBER 4, 2014

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:35 a.m. on Thursday, September 4, 2014 in Room M124 at Triton College. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Dr. Nicolas Wade (Elmwood Park Dist. 401) Ms. Marcia Bernas (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Ms. Sarah Roodhouse (Oak Park & River Forest Dist. 200), Dr. Tracy Lett (Proviso Dist. 209), Ms. Sheri Costello (Ridgewood Dist. 234), Ms. Patti Farlee (Riverside-Brookfield Dist. 208), Dr. Sandra Hughes (Triton College), Mr. Henry Bohleke (Triton College), Ms. Denise Yaneck (DVR).

DUAL CREDIT

Dr. Bohleke is now overseeing dual credit, and he intends to aggressively seek out dual credit opportunities for our students. He briefly discussed some aspects of the program. The handbook will be updated.

APPROVAL OF MINUTES

Dr. Brady moved, Ms. Farlee seconded the motion to approve minutes of the May 15, 2014 meeting. All ayes; motion carried.

TEACHER WORKPLACE EXPERIENCE

Council members received a follow-up report on the June 2014 TWE program.

CAREER CAMPS

Council members received a follow-up report on the June 2014 Career Camps. At this time two camps are planned for next June (Health Careers and Food Sanitation Certification); preliminary dates are on the DVR website, but final dates need to be determined based on snow day schedules. There will be further discussion about posting the camps on district websites. A suggestion was made to offer internship camps in which business partners would provide shadowing opportunities for students. This would provide more flexibility with dates when students could participate.

ENROLLMENT VERIFICATIONS

Dr. Cothran is working on verifying FY14 enrollment data and will contact AC members if there are questions.

COUNSELOR WORKSHOP

The Illinois Pathways Resource Center (Office of Community College Research & Leadership) will conduct a workshop for counselors of all DVR high schools and Triton on Tuesday, October 7th at Triton in RoomB204/210. The focus on individual learning plans fits in with programs of study. Dr. Cothran distributed fliers to the Council. She has provided the information to DVR Student Services Committee Chairperson Mike Reingruber. He will forward the details to

Student Services representatives who will then forward it to the counselors in their districts. AC members are to assist in ensuring that their counselors attend.

SCHOOL/COLLEGE ALLIANCE WORKSHOP

The workshop will be on Monday, October 27th. The focus is Programs of Study and Workforce. The day's activities will include a keynote presentation by Dr. Robert Sheets, collaboration by discipline, collaboration by district and panel discussions with industry experts. There will be six panels representing Finance, Transportation/Distribution/Logistics, Energy, Health, Manufacturing, and Information Technology. Panel discussions will repeat three times so everyone will attend discussions in three different areas and participants will be asked to prioritize their preferences in advance.

Council members were asked to serve as facilitators for the panel discussions. Ideally facilitators would stay in the same room for all three discussions, however they could team up so they could hear two different discussions. Facilitators are

Finance – Sarah Roodhouse, TDL – Phil Prale, Energy – Tracy Lett, Health – Patti Farlee, Manufacturing – Sheri Costello, IT – Fran Brady. Marcia Bernas and Sandra Hughes will rotate.

A suggestion was made to record videos of the panels. Discussion followed about students doing the recording.

STUDENT CLUSTER WORKSHOPS

Last spring Council members requested five student workshops for FY15 that would each address a different career cluster area, would have the potential for future workplace visits/tours, and over time create more collaborative opportunities. Commitments for speakers have been secured from representatives in Manufacturing, Healthcare, and Finance. They have also agreed to arrange tours for students. Host schools will be Oak Park & River Forest – Manufacturing, Proviso – Healthcare, and Leyden – Finance. The AC representatives are to determine dates, their local school facilities to be used, and the number of students who could be accommodated. All Council members are asked to notify Dr. Cothran of “blackout” dates when their students would not be able to participate. Students for Manufacturing should be at least age 16. The Council agreed that the events should be promoted under the theme “Career Spotlight.”

TEACHER LESSON SHARING ON DVR WEBSITE

Previously the Council requested that teachers be able to upload lesson plans on the DVR website in order to share them with other teachers, and that the lessons be searchable documents. Dr. Cothran stated that in order to have the project done, we need to provide the programmer with a list of searchable keywords. It was recommended that searches need to be both broad and narrow. A question was raised as to whether the teachers uploading the lesson plans can create tags; Dr. Cothran will ask the programmer. A suggestion was made to obtain input from the program committees since they represent the teachers who would be doing searches.

ADMINISTRATIVE COUNCIL HANDBOOK

The FY15 handbook was distributed. Dr. Cothran briefly reviewed its contents.