

**KANSAS COUNCIL FOR WORKFORCE EDUCATION
MINUTES
October 27, 2009
Wichita Hyatt**

Members Present:

Bill Osborn
Jim Edwards
Shirley Antes
Marilyn Mahan
Steve Porter
Duane Custer
Donna Kelley Shawn
Chenoa Bosh

Members Absent

Cindy Sutherland
Tina Logan
LaVonne Gerritzen
Chris Cannon

Bill Osborn called the meeting to order at 10:00 a.m. The agenda was approved as presented.

Minutes of the September 25, 2009 meeting were approved as presented. Motion made by Steve Porter, seconded by Duane Custer.

REPORTS / UPDATES:

Membership: Eleven paid members to date – October 19, 2009. Bill Osborn will check on the system to determine if there are problems in billing, receiving, and recording payment from institutions and will follow up with Cindy Sutherland and Tina Logan.

Finance: On September 18, 2009 the balance sheet reflects \$12,270.48. Jim Edwards moved and Steve Porter seconded a motion to accept the balance sheet.

Suggestion: Include a “notes” column to indicate the purpose of the expense/income. Marilyn Mahan moved to pay the \$75 room charge for today’s meeting at the Hyatt. Duane Custer seconded the motion; motion passed.

Steve Porter moved to approve Chenoa Bosch’s expenses to attend NCWE when presented; Jim Edwards seconded the motion; motion passed.

The Silent Auction on October 26, 2009 raised \$827. Shirley Antes moved and Jim Edwards seconded a motion for KCWE to deposit \$827 in the KCWE account and then expend this amount when it is determined to whom the check should be written.

Legislation: No Report

Marilyn Mahan stated there is no collaboration model for the state. We will find out more information in the Perkins meeting today about guidelines for submitting programs.

Partnerships & Collaboration: Steve Porter reported that ten participants attended the September new instructor seminar; representing a wide variety of instructors. Discussion occurred about developing a second level of instructor training. Possible topics include student grades and classroom management; this could be supported with Perkins funds. Steve wants to continue to work with the Level I piece and let another institution work on Level II., which could include an assessment piece. Steve is willing to host the seminar at his location and hold Level I and II at the same time. Other possibilities include: 1) a support group that continues

to network with each other on-line, 2) previous participants would return to serve as leaders and provide testimonials, 3) set up a Facebook for each class, and 4) continue to dialogue about further support possibilities. This training could be expanded to include Introduction to Supervision and/or some type of crash course for supervisors at the program level.

At the next meeting bring what we have in-house for the supervision piece. Regional directors could contact their area institutions to see what they have. Pittsburg needs to be included in the discussions of our agenda. Pittsburg has discussed offering college credit for attending “X” number of Starlink workshops.

Regional Directors:

Donna Shawn, Region III: Has verbally contacted personnel at area institutions to identify the “best contact person.”

Duane Custer, Region II: It is difficult to explain the need to join this organization; we need to be able to show a benefit for paying for membership.

CONFERENCES AND PROFESSIONAL DEVELOPMENT PLANNING:

Regional drive-in conferences: Marilyn Mahan has talked with her faculty about these conferences. They are very supportive about this idea. And it is discipline specific. There is an interest in a series of discipline specific drive-in seminars or workshops. Target a discipline or career mix of disciplines. KCWE would be the host or deliverer of these.

Annually, we would take in \$6,750 if every institution joined KCWE. The annual dues would cover the expense of offering four or five drive-in conferences if they received up to \$1,000 for food, etc. There would be flexibility in what is charged to allow for a variety of speakers, outside consultants, etc.

An RFP for these conferences will be developed, which includes a budget. The goal is to deliver a discipline specific workshop in a single day – 10 a.m. to 2 p.m. Bill Osborn will start the process and call for proposals, and Jim Edwards will gather the proposals. Details need to be in place for the January 2010 meeting.

April is targeted as KCWE Professional Development Month. Conference registration will be \$25 for members and \$50 for non-members. KCWE could support a presenter stipend. The target is to establish a peer group in the discipline specific groups. The goal for this year is to host four to six workshops that are done well.

Possible workshops and hosts:

Independence: Sustainability / Energy

Johnson County: Business / Office Technology

Manhattan: Cyber Security

Butler County: Advanced Manufacturing—Composites, Auto Painting

Hutchinson: AutoCAD

Long-term goals:

- Host an event at least every other year.
- Networking and developing a state-wide network
- Include business partnerships

We now have a model and some excitement to get the first one offered; and will debrief in August. Stipends, etc. will be determined for next year and will be open to new things.

The February Wichita conference is still accepting presentation proposals. Jim will send an e-mail about the RFP process for upcoming conferences.

An invitation should be extended to KBOR – Blake and Pat Altwegg – to attend a portion of the January meeting to state our responsibility in regards to conferences and to clarify roles and responsibilities regarding KCWE’s involvement in professional development.

NCWE REPORT:

Chenoa Bosch attended NCWE in Seattle. She said it was very insightful and a great networking opportunity for workforce initiatives and collaborations with other schools. Topics included: green energy, and what is driving the workforce with federal dollars, and learning communities. Chenoa will put together more materials to share at the next meeting.

OLD BUSINESS:

Websites / Archives:

E-mail previous awardees to Bill Osborn or Cherie Kennedy.

Association Management / Clerical Support:

Moved to the January agenda.

Faculty Engagement / Other Professional Development:

April drive-in conferences

KCWE Facebook:

Chenoa will set up a page. E-mail Cherie Kennedy and tell her what to link is to be posted on the web page. Chenoa will keep the Facebook page up to date.

Next meeting:

January 21, 1 – 3 p.m., Topeka Capitol Plaza in conjunction with the Kansas Workforce Summit.

A board meeting will be set during the February conference.

Meeting adjourned at 11:30 a.m.

Respectfully submitted,
Donna Kelley Shawn