

Employer Summit Agenda September 14, 2007

- 8-8:15 Continental Breakfast
- 8:15-8:30 Welcome to Summit
Dr. Mary Retterer, President, Cerro Coso Community College
Ms. Joanna Rummer, Superintendent, Sierra Sands Unified School District
Scott O'Neil, Executive Director, Naval Air Warfare Center, China Lake
- 8:30-8:45 Summit Survey – Laura Hickle
- 8:45-9:15 Goals/Objectives of Summit -- Stuart Witt
- 9:15-9:45 Keynote Speaker -- Burt Rutan
- 9:45-10:00 Break
- 10-11:15 Core Curriculum Brainstorming – Dr. Dennis VanderWerff
- 11:30-12:30 Lunch –
Project Lead The Way Presentation – Burroughs High School
- 12:15-1:15 Review of Core Curriculum Outcomes– Dr. Dennis VanderWerff
- 1:30-4:00 Industry Speakers – “What Industry Needs in a Workforce”
- 1:30-2:00 NAWC China Lake - Scott O'Neil
- 2:00-2:20 US Borax –Speaker being confirmed
- 2:30-3:00: Kern Wind Energy – Linda Parker
- 3:00-3:40 Florida Power & Light – Gregg Sellers, General Manager (several speakers)
- 3:45-3:55 Edwards Air Force Base – Speaker being confirmed
- 3:50-4:00 Summit Wrap Up
- 4:00-4:30 Cerro Coso Community College Tour
Learning Resource Center – Dr. Dennis VanderWerff
Science/Physics Center – Dr. John Stenger-Smith
Solar Field – Mr. Mark Lathrop
Campus Tour – Ms. Valerie Karnes

September 5, 2007

Murray Middle School
921 E Inyokern Rd
Ridgecrest, CA 93555

Dear Kirsti Smith:

In partnership with Sierra Sands School District and the Naval Air Warfare Center at China Lake, Cerro Coso Community College has been awarded a grant to develop career technical programs in engineering, engineering technology and renewable energy. As an important component portion of this grant, Cerro Coso Community College will be hosting an Employer Summit scheduled for September 14, 2007. The goal is to identify key skill sets and a core curriculum for the future workforce in three industries (Aerospace, Mining and Renewable Energy).

Your input is valuable in establishing the curriculum and training the future workforce. We would like to invite members of your organization to join us at the Cerro Coso Community College Indian Wells Valley campus in Ridgecrest, California on Friday, September 14th from 8 am to 4 pm. A continental breakfast and lunch will be served during the summit.

The purpose of this summit is twofold. First, we will identify a core curriculum for the future workforce in engineering, engineering technology and renewable energy. Secondly, distinguished leaders in each industry will be speaking to the needs of each cluster in the next 12, 36 and 60 months. Burt Rutan of Scaled Composites will be our keynote speaker.

In preparation for the Summit, we would also appreciate your completion of the attached pre-survey so the data can be used during the Summit. This survey can be faxed to Cerro Coso Community College at (760) 375-4776. If you would prefer to complete the survey online, please go the Summit website at <http://www.cerrocoso.edu/workforce/summit/>.

Please provide the name of your representative that will attend by September 7, 2007 in order for us to make adequate preparations. Please RSVP to Valerie Karnes or Angela Sellers at (760) 384-6258 to reserve your space.

Sincerely,

A handwritten signature in cursive script that reads "Valerie Karnes". The signature is written in black ink on a light-colored background.

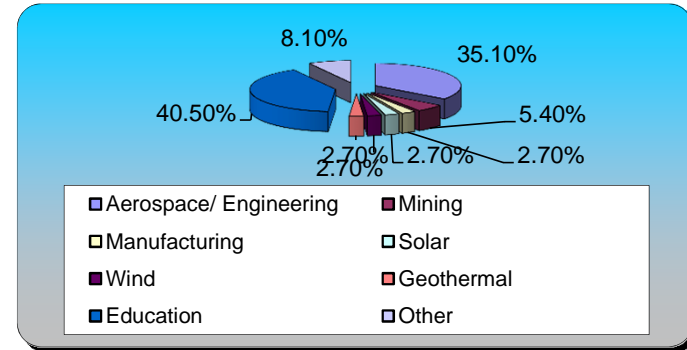
Valerie Karnes
Dean, Career Technical Education
Cerro Coso Community College

Turning Graphical Results by Question

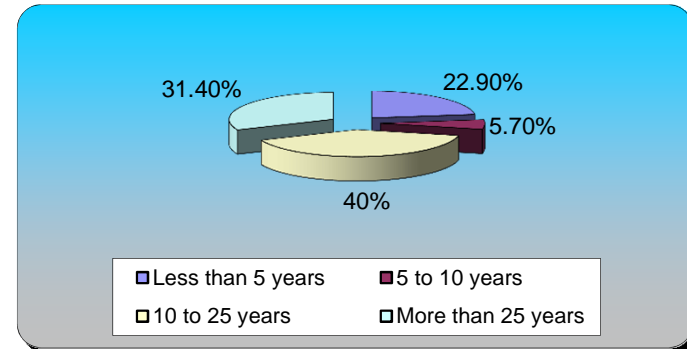
Session Name: Merge 10-8-2007 14.22.3

Created: 10/8/2007 2:23 PM

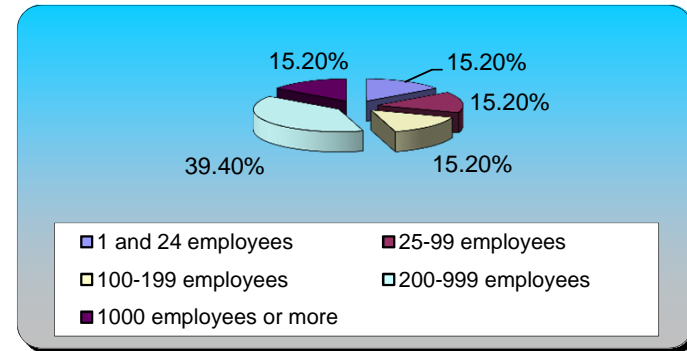
1.) My job is most closely related to:	Responses	
Aerospace/ Engineering	13	35.14%
Mining	2	5.41%
Manufacturing	1	2.70%
Solar	1	2.70%
Wind	1	2.70%
Geothermal	1	2.70%
Education	15	40.54%
Other	3	8.11%
Totals	37	100%



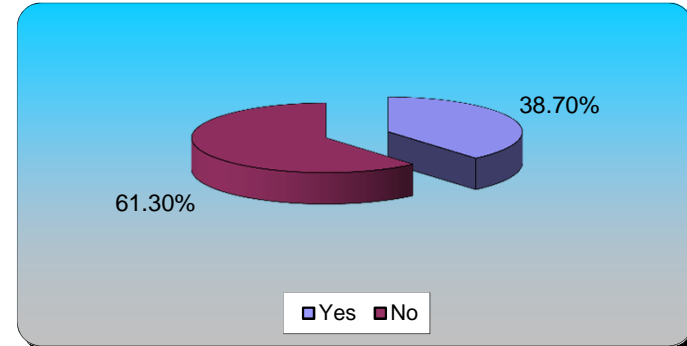
2.) I have been employed in this field for	Responses	
Less than 5 years	8	22.86%
5 to 10 years	2	5.71%
10 to 25 years	14	40%
More than 25 years	11	31.43%
Totals	35	100%



3.) My company locally employs between	Responses	
1 and 24 employees	5	15.15%
25-99 employees	5	15.15%
100-199 employees	5	15.15%
200-999 employees	13	39.39%
1000 employees or more	5	15.15%
Totals	33	100%

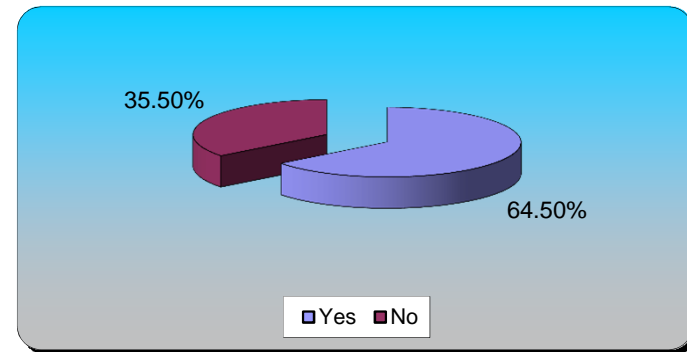


4.) I have been involved with the following activities: CAREER ADVISORY BOARDS	Responses	
Yes	12	38.71%
No	19	61.29%
Totals	31	100%



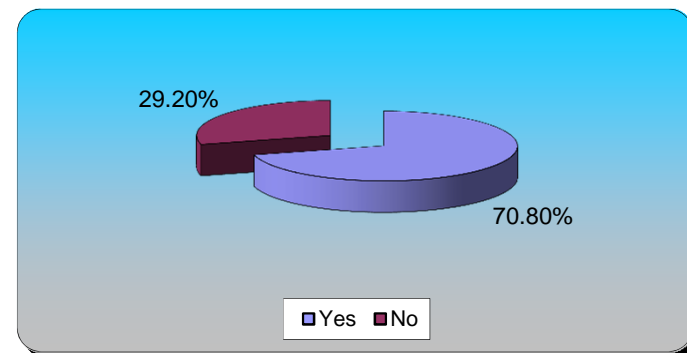
5.) I have provided career related FIELD TRIPS OR GUEST SPEAKER FOR STUDENTS

	Responses	
Yes	20	64.52%
No	11	35.48%
Totals	31	100%



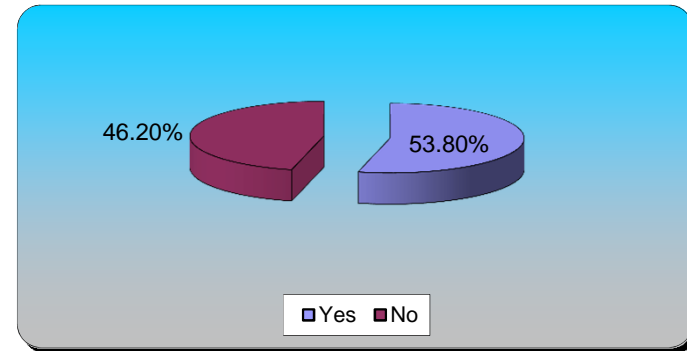
6.) I have been involved with the following activities: INTERNSHIPS FOR STUDENTS

	Responses	
Yes	17	70.83%
No	7	29.17%
Totals	24	100%



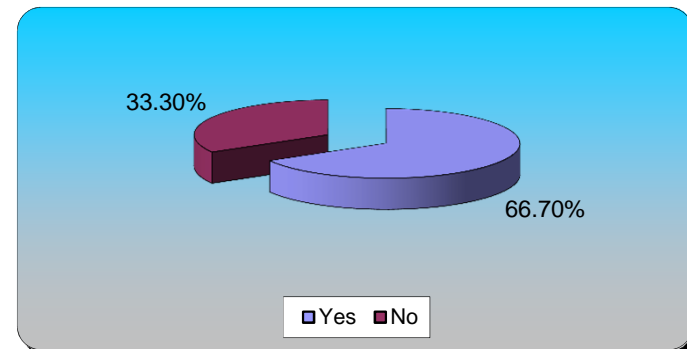
7.) I have been involved with the following activities: RECRUITING EFFORTS AT HIGH SCHOOLS

	Responses	
Yes	14	53.85%
No	12	46.15%
Totals	26	100%



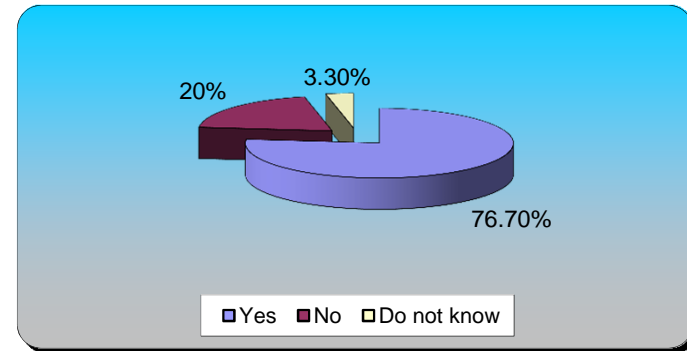
8.) I have been involved with the following activities: RECRUITING EFFORTS AT THE COLLEGE LEVEL

	Responses	
Yes	18	66.67%
No	9	33.33%
Totals	27	100%



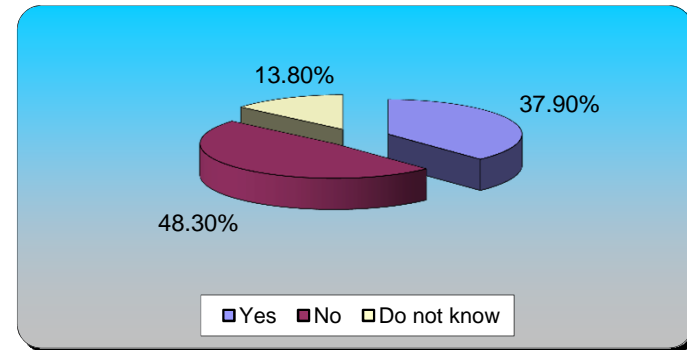
9.) The company I work with conducts the following activities: INTERNSHIP PROGRAMS

	Responses	
Yes	23	76.67%
No	6	20%
Do not know	1	3.33%
Totals	30	100%



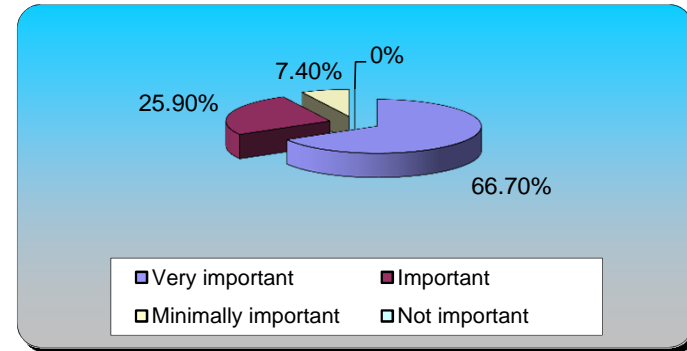
10.) The company I work with conducts the following activities: APPRENTICESHIP PROGRAMS

	Responses	
Yes	11	37.93%
No	14	48.28%
Do not know	4	13.79%
Totals	29	100%



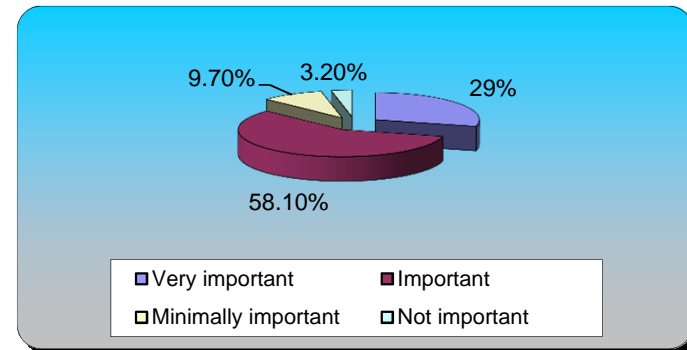
11.) How important are the following personal competencies for entry level employees?

PROBLEM SOLVING SKILLS	Responses	
Very important	18	66.67%
Important	7	25.93%
Minimally important	2	7.41%
Not important	0	0%
Totals	27	100%

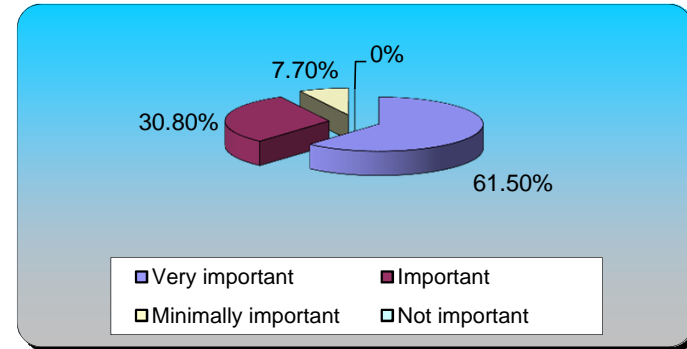


12.) ABILITY TO WORK INDEPENDENTLY

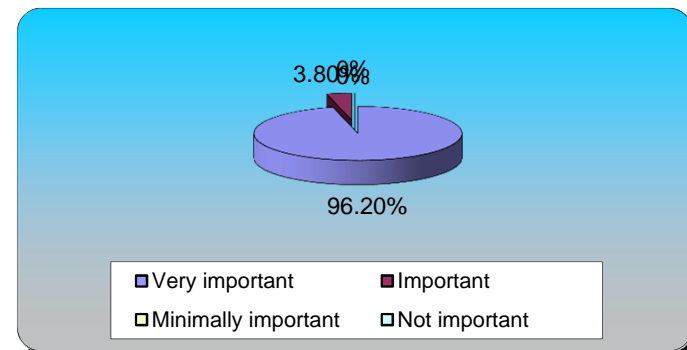
ABILITY TO WORK INDEPENDENTLY	Responses	
Very important	9	29.03%
Important	18	58.06%
Minimally important	3	9.68%
Not important	1	3.23%
Totals	31	100%



13.) ABILITY TO WORK IN GROUP SETTINGS	Responses	
Very important	16	61.54%
Important	8	30.77%
Minimally important	2	7.69%
Not important	0	0%
Totals	26	100%



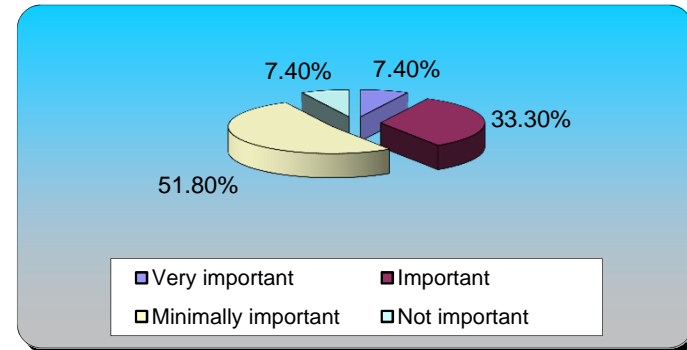
14.) ATTENTION TO DETAIL AND ACCURACY	Responses	
Very important	25	96.15%
Important	1	3.85%
Minimally important	0	0%
Not important	0	0%
Totals	26	100%



15.) ABILITY TO SPEAK IN PUBLIC

Responses

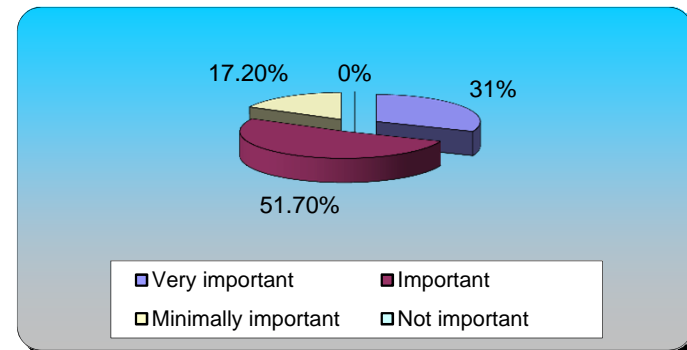
Very important	2	7.41%
Important	9	33.33%
Minimally important	14	51.85%
Not important	2	7.41%
Totals	27	100%



16.) ABILITY TO READ TECHNICAL DOCUMENTS

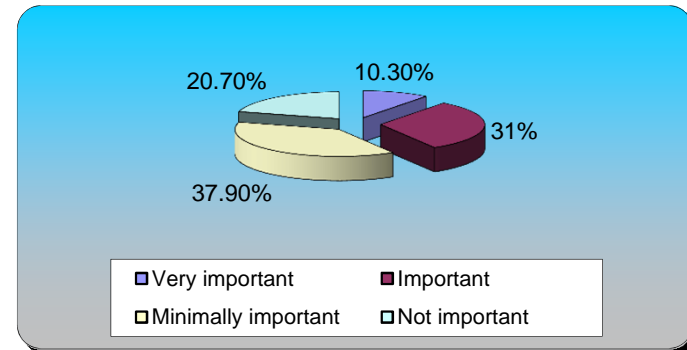
Responses

Very important	9	31.03%
Important	15	51.72%
Minimally important	5	17.24%
Not important	0	0%
Totals	29	100%



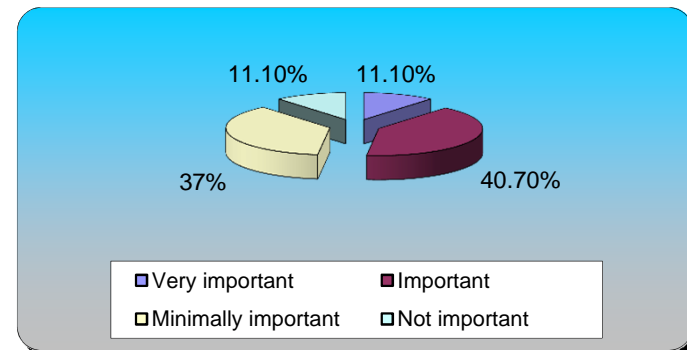
17.) How important are the following job competencies for entry level employees? **READING BLUEPRINTS**

	Responses	
Very important	3	10.34%
Important	9	31.03%
Minimally important	11	37.93%
Not important	6	20.69%
Totals	29	100%



18.) **MECHANICAL DRAWING/ DRAFTING SKILLS**

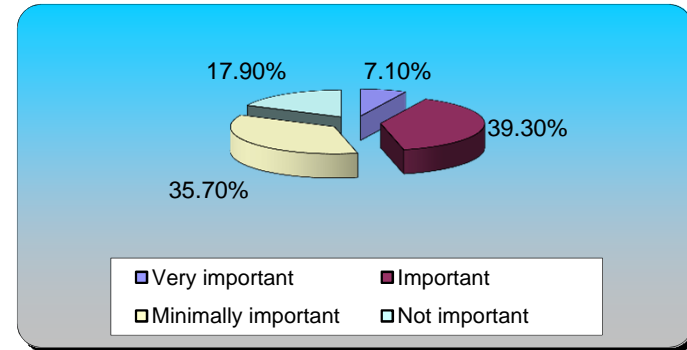
	Responses	
Very important	3	11.11%
Important	11	40.74%
Minimally important	10	37.04%
Not important	3	11.11%
Totals	27	100%



19.) METALWORKING

Responses

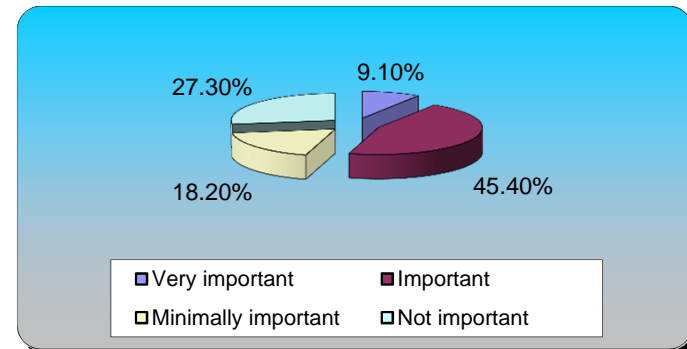
Very important	2	7.14%
Important	11	39.29%
Minimally important	10	35.71%
Not important	5	17.86%
Totals	28	100%



20.) MACHINE TOOLING

Responses

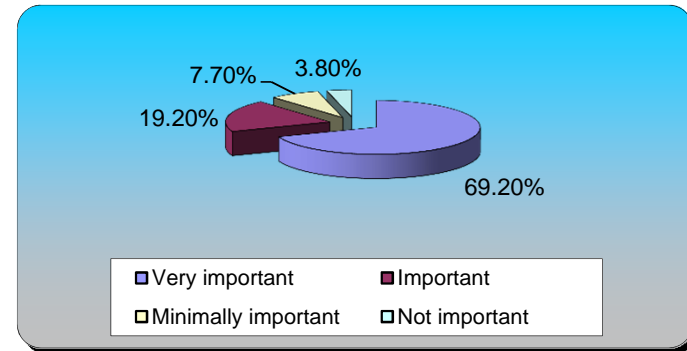
Very important	2	9.09%
Important	10	45.45%
Minimally important	4	18.18%
Not important	6	27.27%
Totals	22	100%



21.) SAFETY TRAINING

Responses

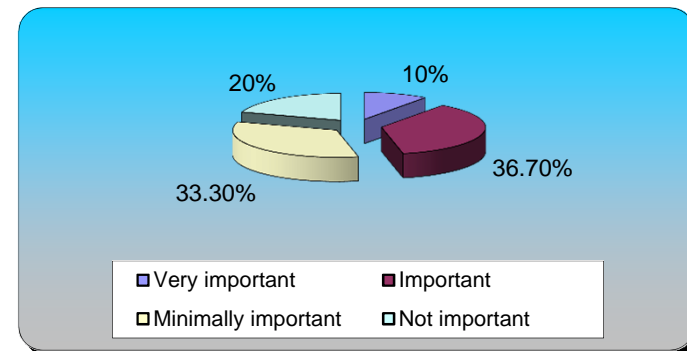
Very important	18	69.23%
Important	5	19.23%
Minimally important	2	7.69%
Not important	1	3.85%
Totals	26	100%



22.) PRIOR EXPERIENCE IN OPERATING AND PROGRAMMING CNC MACHINES

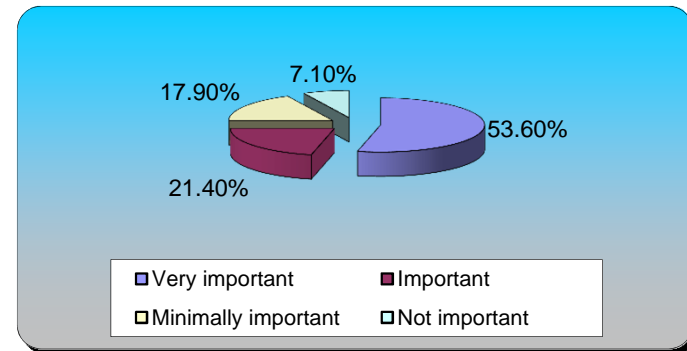
Responses

Very important	3	10%
Important	11	36.67%
Minimally important	10	33.33%
Not important	6	20%
Totals	30	100%



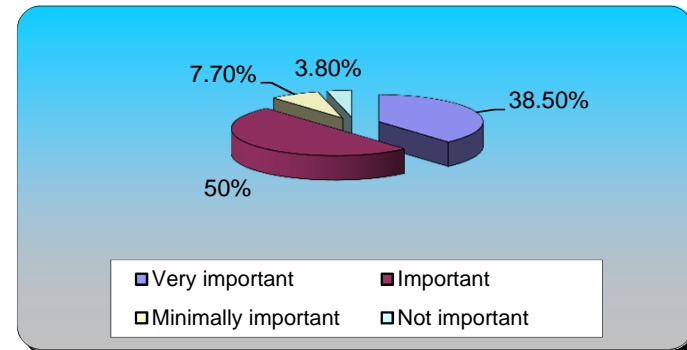
**23.) COMPLETION OF AN ASSOCIATE (2 YEAR)
DEGREE PROGRAM**

	Responses	
Very important	15	53.57%
Important	6	21.43%
Minimally important	5	17.86%
Not important	2	7.14%
Totals	28	100%



**24.) COMPLETION OF A TRADE OR INDUSTRY
CERTIFICATION**

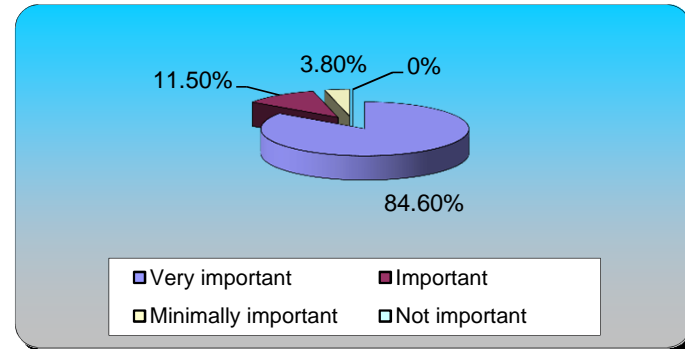
	Responses	
Very important	10	38.46%
Important	13	50%
Minimally important	2	7.69%
Not important	1	3.85%
Totals	26	100%



25.) BASIC MATH COMPUTATION

Responses

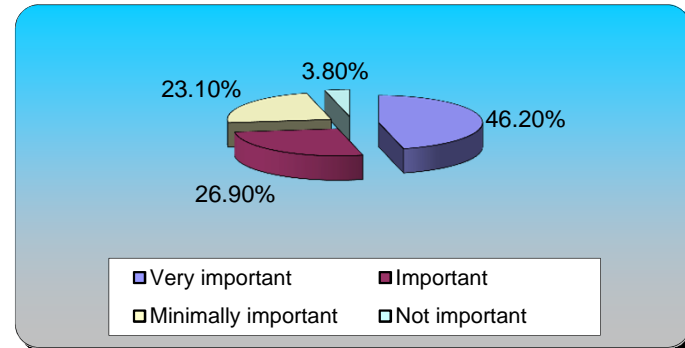
Very important	22	84.62%
Important	3	11.54%
Minimally important	1	3.85%
Not important	0	0%
Totals	26	100%



26.) ALGEBRA

Responses

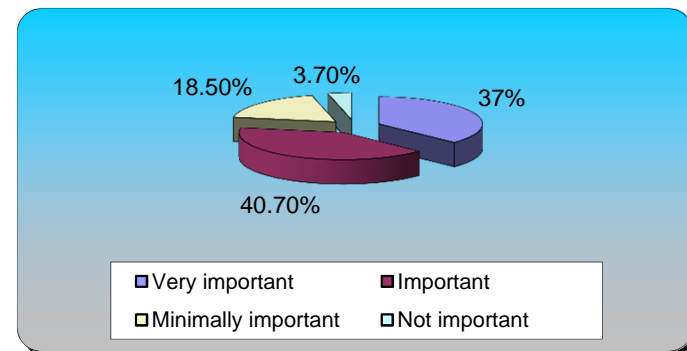
Very important	12	46.15%
Important	7	26.92%
Minimally important	6	23.08%
Not important	1	3.85%
Totals	26	100%



27.) GEOMETRY

Responses

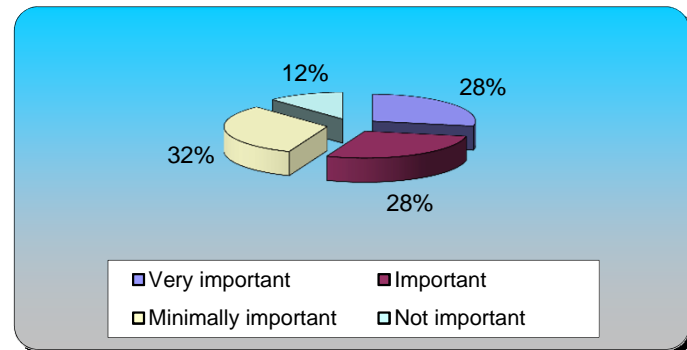
Very important	10	37.04%
Important	11	40.74%
Minimally important	5	18.52%
Not important	1	3.70%
Totals	27	100%



28.) TRIGONOMETRY

Responses

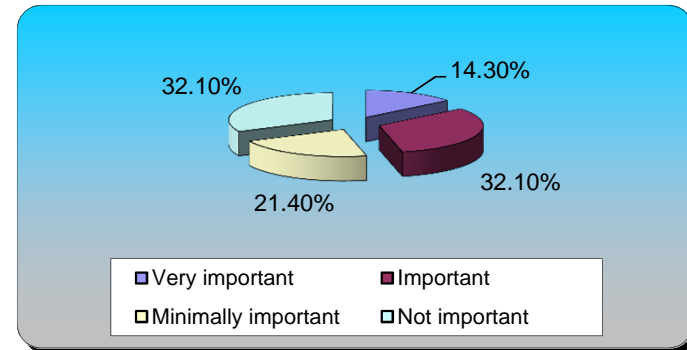
Very important	7	28%
Important	7	28%
Minimally important	8	32%
Not important	3	12%
Totals	25	100%



29.) CALCULUS

Responses

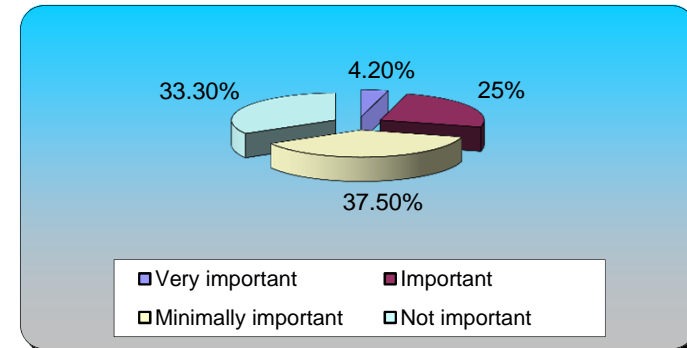
Very important	4	14.29%
Important	9	32.14%
Minimally important	6	21.43%
Not important	9	32.14%
Totals	28	100%



30.) BIOLOGY

Responses

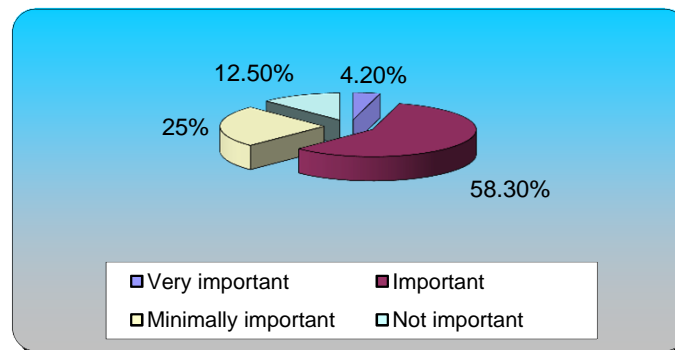
Very important	1	4.17%
Important	6	25%
Minimally important	9	37.50%
Not important	8	33.33%
Totals	24	100%



31.) CHEMISTRY

Responses

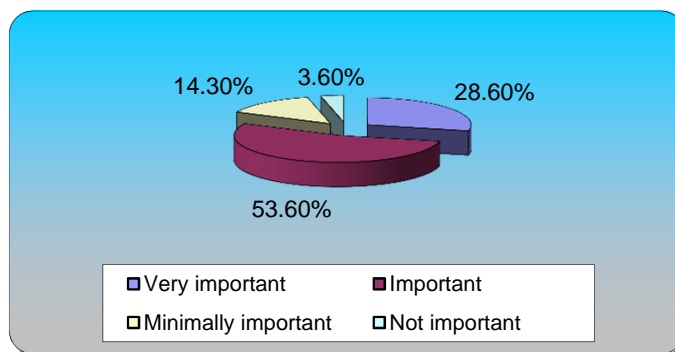
Very important	1	4.17%
Important	14	58.33%
Minimally important	6	25%
Not important	3	12.50%
Totals	24	100%



32.) PHYSICS

Responses

Very important	8	28.57%
Important	15	53.57%
Minimally important	4	14.29%
Not important	1	3.57%
Totals	28	100%



Does your company have a formal new employee orientation program?

Yes	71
No	29

If yes- how long is the orientation?

One day or less	61
Between 2-3 days	33
One week	0
Longer than one week	6

SOFTSKILLS

Personal appearance- 1st impressions

Very important	82
Important	18
Minimally important	0
Not important	0

Business ethics- relationships with others

Very important	72
Important	28
Minimally important	0
Not important	0

Business Ethics- Demeanor

Very important	60
Important	35
Minimally important	5
Not important	0

Business Ethics- honesty/ core ethics/ theft. Responsibility of citizenship

Very important	90
Important	10
Minimally important	0
Not important	0

Business ethics- harassment/ discrimination, legal responsibilities (EEO)

Very important	57
Important	19
Minimally important	24
Not important	0

Customer interactions/ service- speech, communication

Very important	46
Important	46
Minimally important	8
Not important	0

Collaboration/ team work

Very important	41
Important	59
Minimally important	0
Not important	0

Work ethic and personal responsibility/ commitment

Very important	86
Important	14
Minimally important	0
Not important	0

Understanding organizational structures

Very important	4
Important	51
Minimally important	39
Not important	0

Clear and concise speech and communication

Very important	50
Important	41
Minimally important	9
Not important	0

Written communication

Very important	55
Important	40
Minimally important	5
Not important	0

Standard grammar in written communication.

Very important	45
Important	35
Minimally important	10
Not important	10

Time management

Very important	41
Important	55
Minimally important	4
Not important	0

Job seeking skills/ etiquette

Very important	61
Important	35
Minimally important	4
Not important	0

Active listening

Very important	55
Important	41
Minimally important	4
Not important	0

Editing

Very important	45
Important	25
Minimally important	15
Not important	15

Security clearance- Background checks (legal and financial)

Very important	57
Important	24
Minimally important	15
Not important	4

Multitasking

Very important	46
Important	46
Minimally important	8
Not important	0

Business Culture

Very important	4
Important	44
Minimally important	40
Not important	12

Networking skills/ contacts

Very important	8
Important	40
Minimally important	30
Not important	22

Computer and Information

MS Office Suite- Intermediate level

Very important	70
Important	20
Minimally important	5
Not important	5

Computer safety

Very important	82
Important	9
Minimally important	9
Not important	0

GIS Skills

Very important	0
Important	10
Minimally important	45
Not important	45

Computer Acceptable use

Very important	70
Important	12
Minimally important	10
Not important	8

Communicate technical information to general audiences

Very important	25
Important	20
Minimally important	20
Not important	35

IT certifications

Very important	52
Important	30
Minimally important	9
Not important	9

Publication/ layout

Very important	15
Important	18
Minimally important	20
Not important	47

Information security

Very important	18
Important	22
Minimally important	32
Not important	28

Archive/ management of data

Very important	10
Important	15
Minimally important	40
Not important	35

Citation of sources

Very important	8
Important	18
Minimally important	45
Not important	29

Research skills

Very important	15
Important	15
Minimally important	35
Not important	35

CAREER PATHWAYS

Electronic/ electrical technicians

Very important	62
Important	20
Minimally important	9
Not important	9

Industrial and explosives safety

Very important	41
Important	21
Minimally important	29
Not important	9

Electricity- handling safely

Very important	46
Important	46
Minimally important	8
Not important	0

Pulse power safety

Very important	4
Important	14
Minimally important	70
Not important	12

Telemetry/ fiber optics/ instrumentation

Very important	8
Important	20
Minimally important	56
Not important	16

Computer science- high performance

Very important	26
Important	40
Minimally important	26
Not important	8

Computer Programming

Very important	35
Important	18
Minimally important	37
Not important	10

Process Control

Very important	38
Important	26
Minimally important	30
Not important	6

Water Treatment

Very important	8
Important	8
Minimally important	58
Not important	26

Financial management

Very important	24
Important	28
Minimally important	21
Not important	27

Environmental Sciences

Very important	25
Important	35
Minimally important	28
Not important	12

Business Law

Very important	10
Important	30
Minimally important	48
Not important	12

Building management- facilities

Very important	18
Important	26
Minimally important	40
Not important	16

Logistics

Very important	12
Important	35
Minimally important	31
Not important	22

Quality assurance

Very important	26
Important	56
Minimally important	14
Not important	4

Materials control

Very important	18
Important	43
Minimally important	30
Not important	9

Cerro Coso is a testing center for Prometric (IT) and Certiport (MS Office).

How important is this testing capacity to your organization?

Very important	66
Important	18
Minimally important	8
Not important	8

Personnel Management

Very important	11
Important	18
Minimally important	55
Not important	16

September 20, 2007

Casey Robinson
Kern Valley Solar Supply
6220 Kelso Valley Rd.
Weldon, CA 93283

Dear Casey Robinson:

Cerro Coso Community College would like to thank you for your participation at the Employer Summit on September 14, 2007.

Your active participation in gathering data is valuable for Cerro Coso in establishing the curriculum and training the future workforce. The survey data that we gathered will be posted on the Summit website (<http://cerrocoso.edu/workforce/summit/>) by the end of September for your review. If Kern Valley Solar Supply has further data that you would like us to include, please forward it to me.

We look forward to further collaboration and input from your organization as we develop our programs to serve your workforce needs. As mentioned at the Summit, advisory groups will be formed and meet in the next few months as curriculum is prepared. Additionally, we may contact you to arrange for student and faculty field trips.

Again, thank you for your participation.

Sincerely,

Valerie Karnes
Dean, Career Technical Education
Cerro Coso Community College

Employer Summit Minutes September 12, 2008

Attendees:

Attached list of attendees

Attachments:

Cerro Coso Community College PowerPoint Presentation (<http://www.cerrocoso.edu/cte/summit>)

Keynote Speaker PowerPoint Presentation (<http://www.cerrocoso.edu/cte/summit>)

Next Step Notes (Attached)

The Employer Summit began at 8:30 am with welcome messages from MS. Valerie Karnes (Cerro Coso Community College Dean, Career Technical Education), Dr. Mary Retterer (Cerro Coso Community College President) and Ms. Joanna Rummer (Superintendent, Sierra Sands Unified School District).

Following the welcome messages, an updated was provided by Sands Unified School District, Cerro Coso Community College and California State University Fresno on "Where We Were and What We've Done" which outlined the progress made in the past year.

Ms. Laura Hickle (Sands Unified School District Special Projects, Educational Technology and Assessment) provided an update on SB70 Strengthening Career Technical Education from the partnership with Cerro Coso Community College and the Naval Air Warfare Center at China Lake to the implementation of Project Lead the Way at Burroughs High School. In addition, Ms. Hickle discussed the new Career Technical Education Facilities that will be built at Burroughs High School.

Dr. Dennis VanderWerff (Cerro Coso Community College/Chair, Curriculum Instruction Council) discussed the Industrial Technology Program to the employers. This presentation included the program description, program objectives, student learning outcomes and the program course requirements. The 18 unit core program requirements, emphasis areas and career pathways were reviewed outlining the multiple paths for students to earn certificates and a degree. The Fast Track Certificate and Boot Camps were also reviewed.

Dr. John Stenger-Smith provided employers and the community with information about the engineering program update which included courses that had been updated in the past year as well as the two pending courses. Dr. Stenger-Smith also provided an update to the modernization of the science facilities, scheduling of courses, and recruitment of engineering faculty. He announced the first Introduction to Engineering class is currently in session and has thirteen students enrolled.

Mr. Kenneth Santarelli (California State University, Fresno) provided an update of the Memorandum of Understanding (MOU) between Cerro Coso Community College. The MOU is in the final stages of obtaining signature and they have provided Cerro Coso Community College a letter of intent. This partnership will provide for engineering students to be dual enrolled in both institutions. Cerro Coso College would provide the first two years of engineering instruction and the last two years would be provided by California State University, Fresno using interactive technology. Students will be able to

obtain a Bachelor of Science in Electrical or Mechanical Engineering. Cerro Coso Community College and California State University, Fresno has been piloting this interactive technology instruction in the past two semesters with an upper division student in the Learning Resource Center with success.

The next section of the Summit called “Where We’re Going” focused on partnerships and the development of an Online University Center by Dr. James Fay (Cerro Coso Community College Vice President of Academic Affairs). Dr. Fay outlined his vision of expanding partnerships with local employers as well as an Online University Center for Cerro Coso Community College students. The University Center would offer totally online bachelor and masters level programs that he expects to be available to students starting in 2009.

Following the Partnership/University Center update, Dr. VanderWerff lead the “What’s Next” session where the college and employers discussed what other workforce and educational needs needed to be addressed. The notes from this discussion are attached.

Our Keynote Speaker, Mr. Hal LaFlash (PG&E, Director of Emerging Clean Technology) addressed the Emerging Renewable Energy Technologies. The presentation file can be viewed on the Employer Summit Website (<http://www.cerrocoso.edu/cte/summit>)

During a working lunch, a presentation by Burroughs High School Project Lead the Way was provided. Mr. David Ostash (Burroughs High School Principal) introduced Damien Jacotin (High School Instructor), and three high school students. The instructor and high school students presented the program materials, projects and valuable experiences to the audience.

Following the high school presentation, Dr. Stenger-Smith introduced the final speaker, Mr. Brian Barker. Mr. Baker shared his story of persistence in obtaining a Bachelor of Science in Engineering. He is a graduate of Cerro Coso Community College and is currently in his final year with California State University, Fresno. Mr. Barker is the pilot California State University, Fresno engineering student.

Employer Summit –September 2008

Discussion Notes

What is Next?

What is needed?

- Focus on need of articulation between technical and business communications/writing
- Computer security
- Process control
- Focus on the competition and show potential students what we have to offer
- Package courses in shorter number of weeks, 4-6 weeks
- Make sure the courses offered at Cerro Coso are transferable to other universities
- Offer 1-2 day classes for re-certification
- Continue offering Prometric courses and certification
- IT network security
- Long-term scheduling
- Employer link on Cerro Coso's webpage for courses and scheduling
- Set up internships and externships (work experience)
- Focus on courses that would train laboratory technicians
- Software engineers and computer programmers
- Training for electrical circuits, soldering, modern electronics,
- System engineering/integration (electronic, mechanical, aeronautics)
- Student housing in the Ridgecrest area
- Configuration management (tracking changes and managing integration of hardware/software, especially advanced MS Excel and Access)
- Project management courses and certification
- Focus on soft skills in communication, collaboration, networking, technical team building, polite interaction
- Hospitality management

Employer Summit Planning Meeting

July 15, 2008

11:00-12:30

Attendees: Tammy Eberhardt, Dr. James Fay Robin Flemming, Dan Johnson, Valerie Karnes, Cori Ratliff, Jennifer Schwerin, Angela Sellers and Dennis Vanderwerff

Review of September 2007: Valerie reviewed the responses received from last year's summit. Two areas noted were the surveys and timeframe.

For this coming year, the approach will be to use a shorter time frame in the format of a business meeting and reduce the surveys collected.

Summit Agenda: Below is the proposed agenda :

- A. Dr. Retterer and Jodi Rummer will be the first speakers – Welcome/Introductions
- B. A timeline should be identified to indicate where we were and what we've accomplished and to where to we plan to continue – Valerie Karnes, CCCC and Laura Hickle, SSUSD
- C. Keynote speaker – TBD
- D. Break
- E. Partnerships that have been created – James Fay
- F. Brainstorming session – What do they need
- G. Lunch – Presentation from PLTW students with a more focused concept

*Campus tours (welding lab and solar field) available upon request

Additional suggestions to the agenda:

Suggestion to have Brian Farmer – CSUF Engineering student/ speaker – Story of persistence

We will need to remember to place the CCCC 35th anniversary logo on all information.

Sponsor Levels: This year, we would like to offer three different levels of sponsors.

1. Gold member, \$1000 – logo on program and possible banner display
2. Silver member, \$500 – listed as sponsors on program
3. Bronze member, \$250 – listed as sponsors on program

Defining the different levels of sponsors will be determined.

First committed sponsor is PGE \$250

Action Items:

Valerie will contact Stu Witt and Suzanne Colton for suggestions regarding a Keynote speaker.

Robin will send Valerie the ECOS link

Everyone will review the Employer Summit Invitation List and send additional individuals we would like to invited to Angela Sellers at asellers@cerrocoso.edu

Dan Johnson will schedule a dry run by July 24, 2008 to test the technology for CCC Confer and Video conference in the Lecture Center.

An Email and save the date postcard will be developed as soon as possible – Valerie will provide the content, Cori will design the postcard/email save the date by the end of this week, July 17th.

Cori will modify the color scheme of program, website and save the date announcement to match the 08-09 CTE brochure.

Cori will review the technology to input an online registration and sponsor form on the website.

Valerie will begin drafting a revised invitation letter. The letter will be sent no later than July 31st.

Angela will contact Farris' for a catering menu.

Angela will contact John Daly about construction occurring the day of the summit.

Angela will notify Larry Board that the turbine should be setup for display on the day of the summit.

The next meeting is schedule for August 4th 11:00 – 12:30.

All:

I wanted to provide you with an update of the planning and coordination of the Summit Events prior to our scheduled meeting on Tuesday, September 2nd at 11:00 am.

Keynote Speaker

10:30 – 11:00 Hal LaFlash, Director, Emerging Clean Technology Policy at Pacific Gas & Electric. His biography and topic are pending receipt. Arriving 9/12 and PG & E plus cost. New Careers, salary and, what's coming. Val will check on Thursday arrival and obtain room. Val will send core classes in advance.

Facilities and Technical Support

The group met on Wednesday to determine the timeline for the Summit setup.

Dan Johnson, John D reviewed location and needs Thursday, will be test run

Look into rental of wireless lapel microphone

Signage will be strategically set up to direct attendees of the summit to the Main Building (Daly).

Student Ambassadors have been requested to greet and direct the incoming attendees as they did last year. (Anna Sue/Kim Kelley)

Lecture Center: Classes scheduled for Thursday, September 11th have been moved to allow for the setup of the Lecture Center. A 10x10 screen, podium with microphone, and laptop computer will be setup and tested prior to the event. (Daly/Johnson)

Laptop and projector will be setup (3) for the Brainstorming session. Where do we go from here? Ask Magi to be typist.

Long tables will be setup outside the 2nd floor Lecture Center for a reception area. Two drink containers will be setup with water next to the table. (Daly) 15 cases of water purchase in advance

Additional tables will be setup by the stairs for the continental breakfast, coffee, juice (Daly)

Attendee Packets

- Folders with Cerro Coso Logo and CTE were purchased

 - Lunch Tickets - Deems

- Name Tags

- Summit Program (Cori/Deems)

 - CTE Brochures – In Storage

 - Fall Schedule

 - PowerPoint Presentation

Website/Materials

The website is being updated as information is provided to Cori.

- Please register online

- MOU signed by Fresno

- Political figures have been invited

Construction Coordination

John Daly cannot give us final details on construction dates until he receives the calendar from the contractor. However, he is aware of the date of the Summit and has assured us that he will make sure that things are good for the Summit.

What is the max occupancy for the lecture center?

Luncheon Menu

We will be working with Sizzler as they have a contract with “first rights of refusal” to activities. The menu will be the following:

Continental Breakfast

- Danish - assorted
- Fresh Fruit
- Coffee/Tea
- Juices (at least two different types)

Lunch – Requirements Table cloths, plates, silverware, NO PLASTIC PRODUCTS of any kind

- Enchiladas & Tostada Salad Shells (ground beef, lettuce, tomatoes, sour cream, veggie beans)
- Salads
- Chips
- Salsa
- Rice
- Coffee, Iced Tea

Sponsorship

Thank you letters have been sent to the sponsors whose checks have been received. The following is our current list of sponsors:

Company	Contact	Check Received	Banner Dimensions	Logo	Table Setup	Notes
Gold Level (\$1,000)						
Jacobs Engineering	Dale Gates	Yes		Recd	5	
FPL Energy	Suzanne Colton Gregg Sellers	No				
Silver Level (\$500)						
KWEA	Linda Parker	No		NA	NA	
Mojave Spaceport	Stuart Witt	Yes		NA	NA	
Searles Valley Minerals	Donna VanHook	No		NA	NA	
Bronze Level (\$250)						
CSC	Wade Tallman	Yes	NA	NA	NA	
PG&E	Van Ton-Quilivan	No	NA	NA	NA	

Wyle	Wendy Bates	No	NA	NA	NA	
------	-------------	----	----	----	----	--

Board/Turbine

Larry Board has been notified that we would like the wind turbine set up for the Summit.

Agenda

I have changed the agenda time to allow for the business meeting to be concluded prior to the Keynote Speaker. In doing this, we can invite the college community (staff, faculty, students) and the community in general to hear this national speaker on energy.

- 8:00-8:30 Registration/Continental Breakfast
- 8:30-8:45 Welcome/Introductions, Dr. Retterer & Jodi Rummer
- 8:45-9:15 Update, Valerie Karnes & Laura Hickle – Dennis VanderWerff
 - a. Where we were and what we have done
- 9:15-9:45 what's next
- 9:45-10:15 Partnerships, Dr. Fay
- 10:15-10:30 Break
- 10:30-11:30 Keynote Speaker – Hal LaFlash (PG&E)
- 11:30-1:00 Luncheon with Presentations (PLTW & Brian Barker)
- 1:00---> Campus Tours (upon request)

- a. Let summit attendees know we will work with groups in specific areas.
- b. Next summit will be health career related
- c. Dept of Navy 10's of millions of dollars pulse power
- d. Plan for future for Navy
- e. Direction energy
- f. People are needed, Technicians, Engineers, etc
- g. Stay ahead get advertisement out for faculty from the base.
- h. Need to create a pool of faculty to teach for Cerro Coso
- i. Cameron Bruce – Larry has management scheduled
- j. SEAT program
- k. Co-op jobs
- l. Training center
- m. Possibly talk to some retirees from base to serve as adjuncts
- n. With budget crisis we need to look at possibility of using lab at HS or on Base
- o. John Stenger-Smith will introduce Brian Barker

September 9, 2008

- 1) Handout-
- 2) Dennis will submit new forms; some COR's only need quick review. Anything older than last year needs student assessments.
 - Discrepancies – see Dennis to check out.
 - Dennis handed out COR's for each area which includes dates to be cleared.
 - Determine revised or something else
 - New forms available next week.
 - Content review
 - OE course mode – new form OE addendum needs to be completed
 - Single signature page covers all pages
 - If offering course in spring and not on list see Dennis.
 - Revisions not final until Magi has signatures and electronic version to Magi.
 - Action for each course

New Faculty Chairs must sign for every COR.

- Complete new forms
- Send signature page to Dennis electronically
- Sign and obtain faculty chair signature, send to Magi.

SLO's, Content Review, assignments and how evaluated

- If have existing content review and no changes you can use old form.
- Faculty Chairs should work with full-time instructors to write COR's

- 3) Assessment, SLO, and Matrix in Program Outcomes Form not new.
 - Suzie working directly with chairs to complete process
 - What is procedure for suspending program?
 - a) New form course/program deletions signed by appropriate faculty submitted to CIC, to VP to Chancellors.
 - b) Suspension of programs is different process than deletions
 - c) Dennis will check and let everyone know.
 - District asking for assessment on programs only.
 - Jill will work with Suzie to correctly report Student Services info.
 - Only need to complete assessments on things in the catalog.

4) Special Issues

- Problem at ESCC and power issue working with SCE to correct issue. All.TV classes cancelled.
 - Need to trail faculty on each mode. Identify people in your area for training. Bringing in outside experts. Moodle is also a problem. Student having problems should contact Lori, Kiana and Dylan.
 - Email list serve student TA's must be reported to Dylan/HR. Students cannot have access to student info. No rosters, grades, personal info, not to create tests. Exams. FERPA – Privacy Act, Teaching Assts = Classified work.
 -
- 5) FTES – 16% increase incredible increase smarter scheduling, chancellor said we cannot grow anymore will not be funded. Bigger slice of district pie. Grown faster than PC & BC.
- 6) New Enrollment Strategies – adult Ed. Contract ED – Magi & Shelley will research prior course. Mary indicated we need to settle into where we are now and not continue to grow. Facilities will be an issue as well. Low enrolled classes are watched constantly by Sandra. Summer under 50% online/54% total enrollment Fall 08. Need to give high quality courses and be state leader.
- 7) District wide convocation in October charge to share with BC & PC on adjuncts, dept issues, etc.
- 8) Faculty Evale – T
- 9) Employer Summit – Friday RSVP ASAP
- 10) Faculty Load Sheets – to Magi ASAP
- Any changes should be communicated clearly to students.
 - Jim will check into possible options for what Banner can accommodate.
- 11) Faculty Overload – each January
- We would prefer to not have 100% online although Mary stated the contract language and policy does not exist
- 12)
- 1) Long Term Schedule – get these to Jim, work with Pam and Deanna
 - 2) Department Meetings – send dates to Jim for accreditation. Virtual meetings qualify

QUESTION - Suzie will email questions to Jim

Jim Action Item Is district requiring sites to complete SLO's?

Spring 09 schedule due dates – Jim will supply tomorrow.

Intra College mail to ESCC – issue with missing if time sensitive send via regular mail.

Art, science and bookstore all have inventory control at IWV

Flex Classes – consider 4, 6, 8 week courses for spring.

Dennis and Heather will have proposal for PACE program.

Prime slots are full and we need to consider moving to different time slots. Mid-afternoon classrooms are vacant.

Book store online ordering available.

- Currently online classes at KRV
- Online ordering was experiment this semester.
- Need to move toward this and book store has experienced the volume of requests.
- Bookstore helps support ASCC

ESCC – Thanks to chairs for working with ESCC on schedule

- Mammoth Housing – 38 filled with full time students additional 10 for spring
- ITV issues working on addressing this.
- Experienced book challenges also

KRV – Classes are full

- Computer class struggling
- Thanks for input and help during transition
- ITV developing greater awareness in community

Communications – Laura Vasquez BS

- Call department meeting and revise all COR's worked well
- Cliff working with BC's new dean for revise ESC
- Laura, Lucella, Matt and Bonita interested ESC
- Enrollment good

Humanities – Full classes, 1 low enrolled first time taught

VP Arts – clicking along okay.

Math – Big classes, Steve @ KRV good

Science – 1st class engineering 2 + 2 program

- Science program review completed
- Some low enrolled classes, but required for graduation.
- 1st Chemistry @ ESCC 22 enrolled, lab renovation and starting soon.

- BBQ Star Party and relay for life.
- Social Science – a okay

HCRS – growing, classes full, LVN every 12 months – January next need instructors. All new TV equipment at IWV

PE – classes good, waiting for new equipment.

Counseling – Tired, hot, playing catch up , not quite yet. Student services have experienced health issues.

IA – Wind Tech

- 39 students approval for climbing tower from chancellors office. Will increase comfort level 20 ft, 40ft etc
- Mike M. will oversee climbings
- Boot camp 2 weeks by Larry. Wait list
- Faculty working on new solar sources.
- Solar will have huge impact in our area
- 130 apps now

CI/Bus – Flex Friday class try

- Try accelerated 8 week courses.
- A+ certification created employment website.
- Fall Fair, October coordinated to participate at event
- Press releases are working well

CHDV – were running Saturday class and did not fill shifted to TR class and filled 36 per class for online. Many advertised on statewide website 12 adjuncts

MA – enrollment up Mammoth almost triple attrition due to no books, digital animation will be temporarily suspended

Senate Management Thursday

September 30, 2008

Mr. Matt Anderson
L-3 Communications
330 E. Ridgecrest Blvd. Suite B
Ridgecrest, CA 93555

Dear Mr. Anderson,

We thank you for participating in our two-year Employer Summit events. This year's concluding summit has placed Cerro Coso Community College on the path towards meeting both student and employer needs. As we move forward with ongoing advisory groups, this work will continue to advance as they provide ongoing employer feedback on our college programs. If you are interested in serving on one of these groups, please email me or one of the department chairs. We welcome feedback and ongoing input to improve our programs.

As we reported, a new Industrial Technology program with a core skill set common to aerospace, military, mining, manufacturing and renewable energy industries was developed as a response to last year's summit. Once students complete the core skill set, they can select from an emphasis in energy (solar/wind), engineering technology or electronics to obtain specialization.

In addition, Cerro Coso College and California State University Fresno are working together so students can earn their Bachelor of Science in Electrical or Mechanical Engineering without leaving Ridgecrest. Cerro Coso College is in the process of creating a University Center which will offer totally online bachelor and masters programs to our students.

The Employer Summit minutes are attached for your review. You can download other Employer Summit information including presentations by the college and the keynote speaker at <http://www.cerrocoso.edu/cte/summit>. We will be developing the Employer's webpage on our campus website to provide updated information and current program information to employers. We will notify you when the webpage is completed.

Again, thank you for your participation.

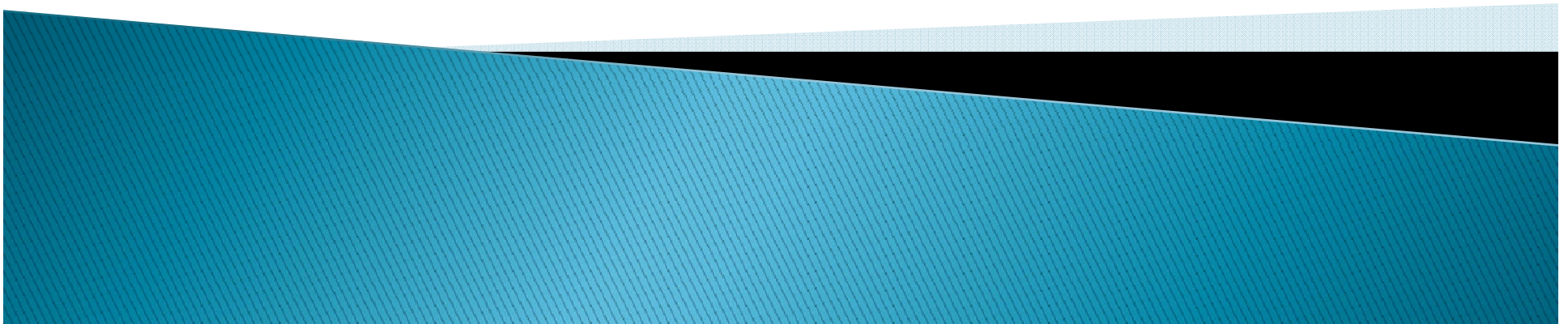
Sincerely,



Valerie Karnes
Dean, Career Technical Education

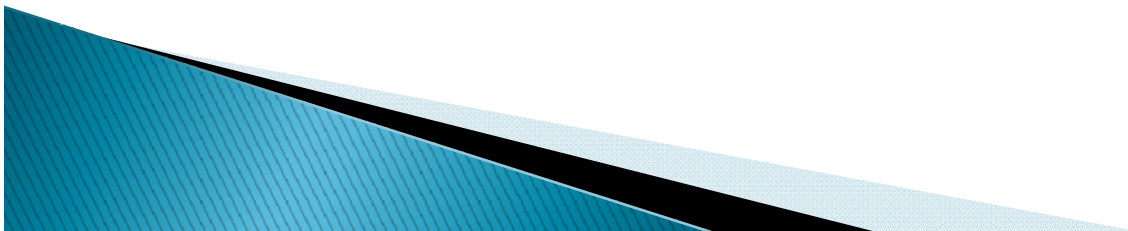
Employer Summit Planning Meeting

September 24, 2009



Meeting Agenda

- ▶ Introductions
- ▶ Review of Employer Summit 2007/2008
- ▶ Employer Summit 2009/2010
- ▶ Planning Group

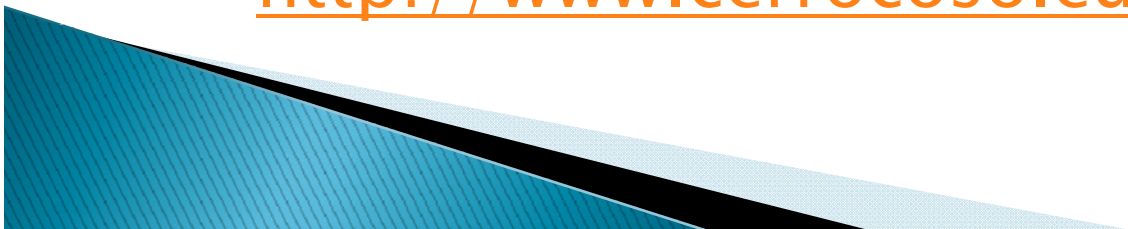


Employer Summit 2007 & 2008

- Intent of Summit
- Outcomes
 - Partnership development
 - Improved Community Relations
 - Program Development
 - Engineering Program
 - Development of program
 - Partnerships with industry, CSU, Cal Poly
 - Industrial Technology Program
 - Electronics, Engineering Technology, Solar, Wind

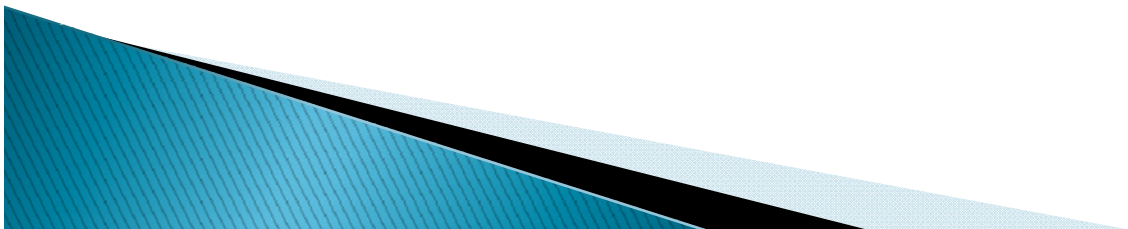
▶ Website:

<http://www.cerrocoso.edu/cte/summit/>



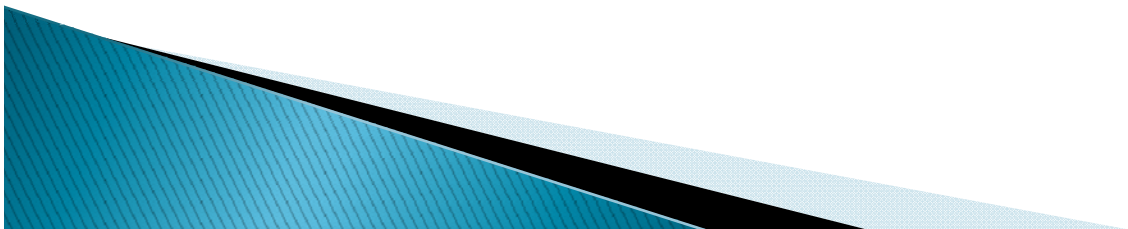
Employer Summit 2009/2010

- ▶ Objectives of Summit
- ▶ Location
 - Indian Wells Valley Campus (Ridgecrest)
 - Online – Webinar
- ▶ Date
- ▶ Invitation Listing
- ▶ Fundraising
- ▶ Keynote Speaker
- ▶ Planning Committee



Possible Agenda For Summit

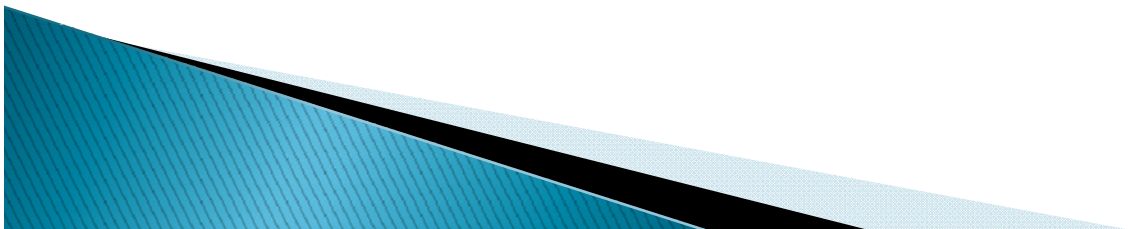
- ▶ Program Updates
 - Burroughs High School
 - Project Lead the Way
 - Cerro Coso Community College
 - Engineering – John Stenger–Smith
 - Industrial Technology – Larry Board
- ▶ Outreach
 - K16 Bridge Program
 - Middle School
 - High School



Summit Agenda (Continued)

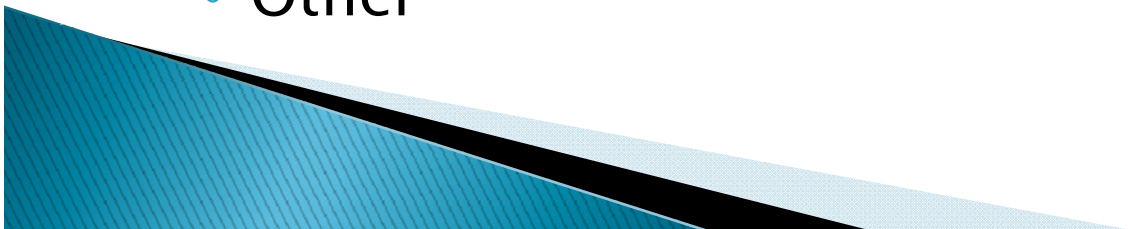
▶ New Grants

- National Science Foundation
 - Advanced Technology Education – CREATE
 - Texas State Technical College –
 - Laramie Community College
- California State Grants (SB70 Grants)
 - Utility Scale Energy
 - Career Pathways – Middle School
- Employer Sponsored Grants
 - Engineering Corporate Sponsor Grants
 - Wind Energy Corporate Grants – IEC



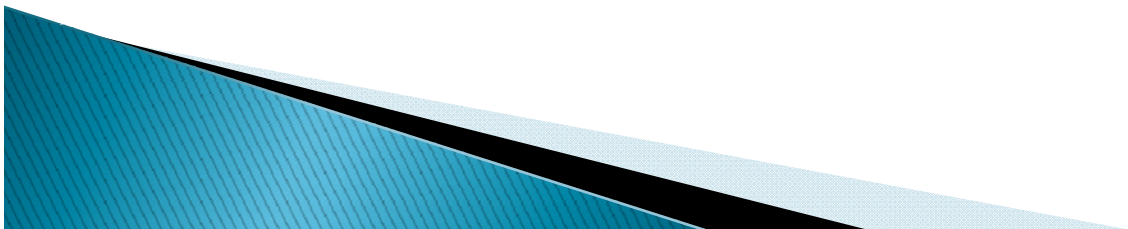
Summit Agenda (Continued)

- ▶ **New Partnerships**
 - CSU Fresno Update
 - CSU Northridge
 - Cal Poly
 - Community College Collaborations
- ▶ **Contract & Community Education – Cheri Plett**
 - Boot Camps – Security
 - Customized Training
- ▶ **Certification Testing Center**
 - Prometric –Over 1500 IT Exams
 - Certiport –Microsoft Office Certifications
 - Other



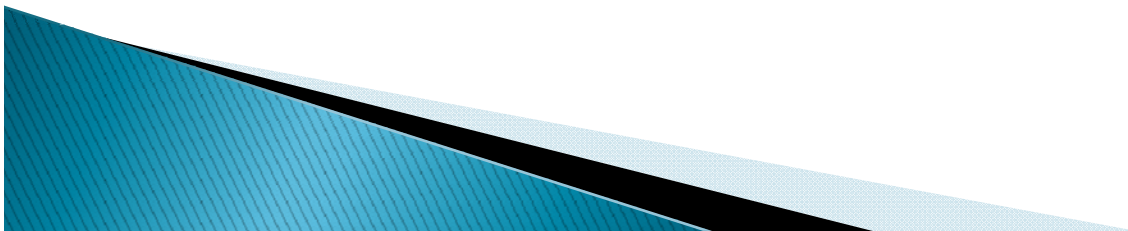
Planning Group

- ▶ Planning/Agenda
- ▶ Facilities
 - Setup
 - Tear Down
- ▶ Funding
 - Employer Sponsors
- ▶ Food
 - Catered
- ▶ Speaker



Conclusions

- ▶ Next Meeting ??



WITH APPRECIATION

Thank you to our sponsors:

Gold (\$1,000)

- Jacobs Engineering
- Kern Community College District



Silver (\$500)

- California Regional Consortium for Engineering Advances in Technological Education (CREATE)
- Center for Applied Competitive Technologies (CACT)
- Kern Economic Development Corporation (KEDC)
- PG&E
- Mojave Spaceport

Bronze (\$250)

- Cosner-Neipp Corporation
- CSC
- NDTI
- Paul & Sons Automotive
- Searles Valley Minerals

Planning Group

A special thanks to those that served on the Summit Planning Group:

- Kathleen Alfano, CREATE
- James Fay, CCCC
- Melissa Finnell, NAWC
- Robin Fleming, KEDC
- Trish Gresham, NAWC
- Karee Hamilton, CCCC
- Mark Henderson, NAWC
- Laura Hickie, SSUSD
- Jeremy Horton, CCCC
- Valerie Karnes, CCCC
- Cheri Plett, CCCC
- Jan Moline, CCCC
- Keith Rypka, CACT
- Angela Sellers, CCCC
- Jennifer Schwerin, CCCC

EMPLOYER SUMMIT

February 26, 2010



Summit planned in partnership with Cerro Coso Community College, Sierra Sands Unified School District and Naval Air Warfare Center Weapons Division, China Lake.

AGENDA

WORKING SESSION

- 8:30 **Breakfast** (Room 256)
- 9:00 **Welcome and State of the College** (Dr. James Fay)
- 9:15 **Curriculum & Programs Update / What's New Requirements** (Dr. Dennis VanderWerff)
- Engineering (Electrical , Mechanical)
 - Dr. John Stenger-Smith
 - Mr. Ken Santarelli, Antelope Valley University Center
 - Industrial Technology (Electronics Technology, Engineering Technology, Solar Technology, Wind Technology)
 - Mr. Larry Board
 - National Science Foundation CREATE (Dr. Kathleen Alfano)
- 9:45 **K12 Report** (Ms. Laura Hickle)
- 9:55 **EKERN** (Mr. Larry Phelps)
- 10:00 **Job Placements & Internships** (Ms. Jennifer Schwerin)
- 10:10 **Contract & Community Education/Employer Website** (Ms. Cheri Plett)
- 10:20 **Employer Feedback - Needs** (Dr. Dennis VanderWerff)
- 10:45 **Break**

KEYNOTE & LUNCHEON

- 11:30 **Keynote Speaker - Mr. Robert E. McGahern**
- 12:00 **Lunch** (Student Center)
- 12:30 **Wrap Up/Tours/Booths**



Mr. Robert E. McGahern is a Department of Defense civilian employee working for the Office of the Director, Defense Research and Engineering (DDR&E) as the Director of the National Defense Education Program (NDEP) K-12 Pre-Engineering Program (PEP). Mr. McGahern has been directing the pre-college portfolio of the NDEP since October 2007.

Mr. McGahern received a bachelor's degree in Electrical Engineering from Stony Brook University (1980) and a master's degree in Systems Engineering Management from the Naval Postgraduate School (2003). Mr. McGahern also received an associate's degree in Mathematics from Nassau Community College (1977).

Prior to his current assignment, Mr. McGahern served as the Deputy Director of the Naval Research -- Science and Technology for America's Readiness (N-STAR) Office at the Office of Naval Research (ONR). From 2003 through September 2007 Mr. McGahern was responsible for strategic planning and program management of the Navy Systems Command (SYSCOM) In-house Laboratory Independent Research (BA1, \$16M) and In-house Applied Research (BA2, \$4M) Programs for ten naval research and development Warfare Centers throughout the US.

From 1999 through 2003 Mr. McGahern served as the S&T Program Development Manager for the Naval Aviation Science and Technology Office (NAVSTO), the Corporate Science and Technology Office for the Naval Air Systems Command at Patuxent River, MD.

From 1984 through 1999 Mr. McGahern served as an electronics design engineer at the Naval Weapons Center at China Lake, CA. Mr. McGahern completed digital, analog, test instrumentation, and embedded system designs. While at China Lake Mr. McGahern served as Chair of the China Lake Section of the Institute of Electrical and Electronics Engineers (IEEE).

Mr. McGahern has served as a Department of Defense representative to a number of technical working groups. Following the terrorist attacks of 2001 he represented the Navy on National Security Subcommittee Interagency Working Groups and currently serves as a member to Subcommittee's on Education and Innovation.

January 25, 2010

Attendee

Dear Attendee:

Cerro Coso Community College will host the third Employer Summit on Friday, February 26th from 8:30-1:00. Employers in aerospace, military, mining, manufacturing and renewable energy industries have come together over the past two years and shared their needs for engineers and technicians. Employer input has been critical in developing our curriculum and training for the future regional workforce.

We will be to sharing with you what has been happening at Cerro Coso Community College in the development of programs including engineering, engineering technology, electronics, and renewable energy (solar/wind) technicians.

Please join Cerro Coso Community College for the 3rd Annual Employers Summit Friday, February 26th from 8:30 a.m. – 1 p.m. The summit will be held at the Indian Wells Valley campus located in Ridgecrest, California in the Lecture Center located in the main building. A continental breakfast and lunch will be served.

Register online today to attend the Employer Summit at www.cerrocoso.edu/cte/summit . If for some reason you are unable to register online, please RSVP directly to Valerie Karnes or Angela Sellers at (760) 384-6258 to reserve your space. Registration by February 19th will allow us to make adequate food and material preparations. We welcome corporate and individual sponsors. If you are interested in becoming a sponsor, please visit www.cerrocoso.edu/cte/summit/sponsor

Sincerely,

Valerie Karnes
Dean, Career Technical Education



COPY

October 14, 2009

INDIAN WELLS VALLEY
3000 College Heights Blvd.
Ridgecrest, California
93555-9571
Phone: 760.384.6100
Fax: 760.375.4776
TDD Only: 760.384.6110
www.cerrocoso.edu

KERN RIVER VALLEY
P.O. Box 3204
5520 Lake Isabella Blvd.
Lake Isabella, California
93240-3204
Phone: 760.379.5501
Fax: 760.379.5547

SOUTH KERN
140 Methusa Ave
Edwards AFB, California
93524-1400
Phone: 661.258.8844
Fax: 661.258.0651

CC ONLINE
Phone: 760.934.2796
Toll Free: 888.537.6932
cconline.cerrocoso.edu

**EASTERN SIERRA
COLLEGE CENTER**
Bishop
4090 W. Line Street
Bishop, California
93514
Phone: 760.872.1565
Fax: 760.872.5319

Mammoth Lakes
P.O. Box 1865
101 College Parkway
Mammoth Lakes, California
93546
Phone: 760.934.2875
Fax: 760.924.1613

Kern Community
College District

Mr. Michael Deitchman
Office of Naval Research
Code 35 (Room 1152)
875 Randolph Street, Suite 1425
Arlington, VA 22203-1995

Dear Mr. Deitchman:

For the past two years, Cerro Coso Community College, located in Ridgecrest, California, has held an Employer Summit where employers in aerospace, mining, manufacturing and renewable energy (solar, wind, and geothermal) meet with our educational institutions to discuss the need for a highly skilled workforce. The result of these summits has been the collaborative development of Engineering and Industrial Technology programs which will serve all employers in our region.

The Naval Air Warfare Center Weapons Division at China Lake and Sierra Sands Unified School District have been our key partners in hosting this event. Each year our keynote speaker has addressed the education and workforce community at the Summit. This year, we plan to expand the keynote and other speakers to an additional event the evening before to address the K-12 community within our service area. With so many new and emerging careers available to this generation, we need to inform them of their options and motivate them to begin thinking now about their post-secondary education options. Outreach to the young people in our service area is vital to our community as they will be our future workforce.

We would like to cordially invite you to Cerro Coso Community College to be the keynote speaker at both of these events. Your knowledge of new technologies and approaches at the national level would be of great value to our students and workforce population. Mr. Scott O'Neil, Executive Director at the Naval Air Warfare Center, Weapons Division at China Lake has highly recommended you as a keynote speaker. The K-12 Outreach event is scheduled for Thursday, February 25, 2010 in the evening. The Employer Summit will be held the following morning (Friday, February 26, 2010) at 8:30 am.

Sincerely,

Mary E. Retterer, Ph.D.
President

MER: If

Employer Summit Planning Meeting

Agenda – December 10, 2009

Events

K12 Outreach – Feb 25 – 6:30-8:00 pm -
Employer Summit – Friday, Feb 26 8:30-1:00

Funding

Handout with Listing

Facilities

K12 Outreach – Feb 25 – 6:30-8:00 pm -
Employer Summit – Friday, Feb 26 8:30-1:00

Food

Keynote Speaker

Invitation Listing

Program of Events

Employer Summit Meeting Minutes

September 24, 2009

Present: Robin Fleming (CCConfer), Dylan Mattina, Shannon Bliss, Cheryl Plett, Jan Moline, Jennifer Schwerin, Jeremy Horton, Dr. Mary Retterer, Angela Sellers, Valerie Karnes, Laura Hickle (CCConfer), Dr. James Fay, Paula Suarez

Powerpoint presentation displayed by Valerie Karnes (sent via attachment to all attendees).

Goals:

- 2007 Previous goals were to outreach to the community to determine their needs. Surveyed attendees, developed partnerships over 2 years and engineering program were re-developed. Solar and wind were developed as well.
- Survey results are available online for viewing www.cerrocoso.edu/cte/summit
- 2008 we reported back on the status; however, now as of 4/28/2009 industrial arts-technology program (emphasis in electronics, engineering technology, solar and wind) approved. Engineering program has been submitted to the state.

Date/Time: February 26, 2010 8:30 – 12:30

Location: Laura will check for Performing Arts Center availability. Lobby of LRC as suggested location.

Suggestions for Agenda:

- Input items which include the outside employers.
- Face time is valuable to Employers. Podcast should be available for after the fact.
- Report of hires – Jennifer is working with Kate George to determine an actual count of how many amount of students have been hired. Estimate is 192 as of today.
- Progress reports presented from SEEP – complete survey from employers first.
- PLTW report from SSUSD – where have they gone/who is here at Cerro Coso. 2007-08 data is available from Laura Hickle and % of students who continues.
- Student representation/testimonials – Jamie Combs or BYU student (suggested by Laura).
- K16 Bridge presentation – will be operational by February
- Grant presentations
- Direct energy professional society – Mark will make contact and see if they are willing to partnership
- Engineering Dean from 4 year university as a suggestion.
- Suggestion for 2 part speaker – Thursday at SSUSD & Friday at CCCC – paid by SB70 grant

Action Items:

- Speaker – EAF (contact Jon FittleTitle or Stu Witt), Mark Henderson will make contact with Mike Dietchman (aeronautical side) and will make additional contacts.
- Laura will coordinate the High School

Invitation can be used from previous years.

Fundraising will be done by requesting for corporate sponsors.

We will send Save the Date notices once we have validated event on calendar

Meeting adjourned at 2:05p

Employer Summit Meeting Minutes September 24, 2009

Present: Robin Fleming (CCConfer), Dylan Mattina, Shannon Bliss, Cheryl Plett, Jan Moline, Jennifer Schwerin, Jeremy Horton, Dr. Mary Retterer, Angela Sellers, Valerie Karnes, Laura Hickle (CCConfer), Dr. James Fay, Paula Suarez

Powerpoint presentation displayed by Valerie Karnes (sent via attachment to all attendees).

Goals:

- 2007 Previous goals were to outreach to the community to determine their needs. Surveyed attendees, developed partnerships over 2 years and engineering program were re-developed. Solar and wind were developed as well.
- Survey results are available online for viewing www.cerrocoso.edu/cte/summit
- 2008 we reported back on the status; however, now as of 4/28/2009 industrial technology program (emphasis in electronics, engineering technology, solar and wind) approved. Engineering program has been submitted to the state.

Date/Time: February 26, 2010 8:30 – 12:30

Location: Laura will check for Performing Arts Center availability. Lobby of LRC as suggested location.

Suggestions for Agenda:

- Input items which include the outside employers.
- Face time is valuable to Employers. Podcast should be available for after the fact.
- Report of hires – Jennifer is working with Kate George to determine an actual count of how many amount of students have been hired. Estimate is 192 as of today.
- Progress reports presented from SEEP – complete survey from employers first.
- PLTW report from SSUSD – where have they gone/who is here at Cerro Coso. 2007-08 data is available from Laura Hickle and % of students who continues.
- Student representation/testimonials – Jamie Combs or BYU student (suggested by Laura).
- K16 Bridge presentation – will be operational by February
- Grant presentations
- Direct energy professional society – Mark will make contact and see if they are willing to partnership
- Engineering Dean from 4 year university as a suggestion.
- Suggestion for 2 part speaker – Thursday at SSUSD & Friday at CCCC – paid by SB70 grant

Action Items:

- Speaker – EAF (contact Jon Title or Stu Witt), Mark Henderson will make contact with Mike Dietchman (aeronautical side) and will make additional contacts. **Official invitation from Dr. Retterer (and Scott O'Neil) was sent in October – no official response yet)**
- Laura will coordinate the High School

Invitation can be used from previous years. **Valerie requested updating from Cori Ratliff**

Fundraising will be done by requesting for corporate sponsors. **Valerie sent out requests for sponsorships to employers/entities and for both events (K12 outreach and Summit) we have approximately \$8500. Some outstanding requests will be followed up with this week.**

Employer Summit Meeting Minutes September 24, 2009

We will send Save the Date notices once we have validated event on calendar. Pending design updated from Cori R.

Meeting adjourned at 2:05p

Employer Summit Meeting Minutes December 10, 2009

Present: Dennis Vanderwerff, Valerie Karnes, Jennifer Schwerin, Cheryl Plett, Jeremy Horton, Angela Sellers, Jan Moline, Melissa Finnell, Mark Henderson, Trish Grisham , Keith Rypka

Valerie reviewed the minutes from the previous meeting. Location TBD.

Sponsorship listing provided. As of today, \$9,000 has been committed.

Update on Speaker:

- Requesting for Dietchman as a speaker Office of Naval Research, Senior Executive Service. Mark will send the link to his bio.
- Melissa Finnell will request for a commitment response. They may also be able to provide flight and lodging accommodations.

Thursday suggestions for outreach for high schools:

- Mark will do research with contacts on base regarding displays
- Outreach funds available from NAWC (ability to assist with displays/booths)
- Create a flyer to handout in class
- Extra Credit for attendance
- Robotics demonstration
- Material sciences

Friday suggestion for Cerro Coso College:

- Suggested to have displays on Friday for the college students as well.
- Recommended to have publicity done in advance.
- Brochures and Notebooks to handout.

Request for everyone to review the list. Changes/Suggestions should be sent to Angela Sellers at asellers@cerrocoso.edu

Program Items listing for everyone to review. Changes/Suggestions to be sent to Valerie Karnes at vkarnes@cerrocoso.edu

- Vital to note the specifics of the Partnerships.
- Dennis would like to address the need for a Distance Education Advisory Committee
- Dennis and Heather completed a PACE program. Would like to provide this information to employers.
- Keith suggested to co-present with Comm/Cont Ed.

Save the Date information has been sent to Cori Ratliff. Cards will be sent out during the first week of January.

Accommodation listing suggestion should be included on the website and noted on the save the date and letter.

Angela will verify if CCCC Theater/Student Center space will be available.

Next meeting will be held in January

Employer Summit Meeting Minutes January 11, 2010

Present: Valerie Karnes, Jeremy Horton, Angela Sellers, Robin Flemming, Melissa Finnell, Trish Grisham, Keith Rypka, James Fay, John Daly

Valerie reviewed sponsorships received

- Valerie will send sponsorship list to Trish & Melissa.

Thursday evening HS Outreach:

- Melissa and Trish need room size and approximate headcount for display/booth
- Keynote speaker – TBD
- Multipurpose room secured from 6:00p – 7:30p
- Angela will contact Wal-Mart regarding pizza & soda donation/discount
- Jan and Laura will meet regarding flyer
- Valerie and Laura will meet regarding press release

Lunch:

- Located in the Student Center
- Caterer suggestions: Faris', Casey's, etc.
- Angela will get quotes and menus from local caterers

Save the Dates:

- Will be sent out on this week
- Valerie will send the Save the Date file to committee members
- Angela will send NAWS employee list to Melissa and Trish for verification

Keynote Speaker:

- Bob McGahern: Coming from Pentagon, Previous employee of China Lake, K-12 Outreach
 - Bio needed to publish within the invitation letter and website

Media:

- Melissa will check if recording will be possible

Program:

- Valerie reviewed Program - Suggestions to add:
 - Assistance available for Contract Ed courses
 - Budget status for California Community College
 - John Means to present status of grants at District level
- Student Ambassadors should be informed
- Angela will order pens to hand out from the Bookstore for Thursday and Friday

Publicity:

- Jan Moline will work with Joann Handeland on publicity
- Need to include on Burroughs website

Next meeting scheduled for January 27th at 2:00p

January 25, 2010

Cerro Coso Community College will host the third Employer Summit on Friday, February 26th from 8:30-1:00. Employers in aerospace, military, mining, manufacturing and renewable energy industries have come together over the past two years and shared their needs for engineers and technicians. Employer input has been critical in developing our curriculum and training for the future regional workforce.

We will be to sharing with you what has been happening at Cerro Coso Community College in the development of programs including engineering, engineering technology, electronics, and renewable energy (solar/wind) technicians.

Please join Cerro Coso Community College for the 3rd Annual Employers Summit Friday, February 26th from 8:30 a.m. – 1 p.m. The summit will be held at the Indian Wells Valley campus located in Ridgecrest, California. A continental breakfast and lunch will be served.

Register online today to attend the Employer Summit at www.cerrocoso.edu/cte/summit . If for some reason you are unable to register online, please RSVP directly to Valerie Karnes or Angela Sellers at (760) 384-6258 to reserve your space. Registration by February 19th will allow us to make adequate food and material preparations. We welcome corporate and individual sponsors. If you are interested in becoming a sponsor, please visit www.cerrocoso.edu/cte/summit/sponsor

Save the Date!

Friday, Feb. 26th

Employer Summit

8:30am-1pm

Please join Cerro Coso College Friday, February 26th from 8:30am-1pm for the Employer Summit for aerospace, mining, manufacturing, and renewable energy.

Go to www.cerrocoso.edu/cte/summit for information and register today!

Note: If you are interested in becoming a corporate or individual sponsor of the event, please go to www.cerrocoso.edu/cte/summit/sponsor for details.



Cerro Coso Community College
3000 College Heights Blvd.
Ridgecrest, CA 93555

NONPROFIT ORGANIZATION
U.S. POSTAGE PAID
RIDGECREST, CA
PERMIT NO. 29

The background features several large, light gray silhouettes: a wind turbine on the left, a jet airplane in flight across the middle, and a map of California in the lower center. At the bottom, there is a dark gray silhouette of a crowd of people, with several black circles of varying sizes scattered above it.

Employer Summit 2010

Dear _____:

We thank you for participating in the 3rd annual Employer Summit. Employer input is critical in developing curriculum to the region's current and future workforces. The purpose of this year's Employer Summit was to demonstrate Cerro Coso Community College's commitment to employer training needs and to provide updates on programs and services.

We hope that presentations from the areas of curriculum, engineering, industrial technology, CREATE, K12 Update, EKERN, job placement/internships, and customized training (contract education) provided valuable information to you.

The PowerPoint presentation from the Summit will be posted to the Employer Summit website (www.cerrocoso.edu/cte/summit) in the next week. In addition, the Employers Training website will be continually updated (www.cerrocoso.edu/employeetraining) to provide you information on training available to your employees. If you need specialized training not listed on the website, please contact Cheryl Plett (cplett@cerrocoso.edu) or myself (vkarnes@cerrocoso.edu).

Again, thank you for your participation.

Sincerely,

Valerie Karnes
Dean, Career Technical Education
Cerro Coso Community College

Employer Summit 2010

ABOUT

In partnership with Sierra Sands School District and the Naval Air Warfare Center at China Lake, Cerro Coso Community College was awarded a grant to develop career technical programs in engineering, engineering technology and renewable energy. As an important component portion of this grant, Cerro Coso Community College hosted the first Employer Summit bringing together the aerospace, mining/ manufacturing and renewable energy industries to determine if there was a common skill set for entry level technicians. Employers were surveyed and data was gathered regarding the skills needed. Cerro Coso Community College has been busy developing and implementing the inputs we received last year from employers and educators. The grant has ended, but the Summit will continue as it is the valuable to education and industry

Employer input is vital to establish the curriculum and training for the future workforce. Join Cerro Coso Community College for the 3rd Annual Employers Summit Friday, February 26, 2010 at the Indian Wells Valley campus located in Ridgecrest, California from 8:30 am to 1 pm to address industry needs and the incoming workforce.

A continental breakfast and lunch will be served during the summit.