

**Central Texas Tech Prep Consortium
Quarterly Board Meeting
Killeen Work Force Center, Killeen, Texas
June 22, 2005**

Minutes

Members Present:

Laurel Blair, Killeen ISD
Debbie Gommert, Central Texas Workforce Center
Don Owens, University of Mary Hardin Baylor
Elaine Passman, Silver Eagle Coins and Collectibles
Crickett Rogers, Central Texas College
Carla Kay Wright, College of Cosmetology
Jim Yeonopolus, Killeen Chamber of Commerce

Members Absent:

Jody Askins, Wilsonart International
Gwen Davis, Temple ISD
Kathy Gentry, ESC Region 12
Ken Higdon, Temple Chamber of Commerce
Sandra Richardson, Marble Falls ISD
Charles Stout, Dean Emeritus Temple College
Danette Toone, Temple College
Ken Von Gonten, Belton ISD
Wanda Williams, Central Texas Workforce Development Board

Staff:

Dr. S. Chuck McCarter, Executive Director
Sherry Hollinger, Director
Misty Harrell, Outreach Coordinator
Deitre Burns, Administrative Assistant

Call to Order:

Debbie Gommert called the meeting to order at 11:10 AM.

Approval of Minutes:

The minutes were approved as written.

3rd Quarter Reports:

Sherry reported about the Interacting with Your Future program. Eleven hundred eighth graders from Belton and Temple middle schools visited the Temple College campus. Consortium staff spoke to each group about Tech Prep. She further reported on the Subgrant/Executive meeting that was held March 21. The group met and discussed how to spend the additional \$19,000 awarded to the consortium. Sherry announced that the consortium sponsored 28 teachers at the Seamless Transitions conference for ATC training. The consortium also sponsored four counselors and administrators to attend the conference.

She also spoke of the April 1st and 8th Articulation Summit where high school teachers and administrators met with college faculty to discuss articulations. Continuing, Sherry shared about the Advisory Board retreat in which Wanda Williams led the group in revising the Five Year Plan. Sherry also discussed about the Counselors' Network Workshop in Waco. Fifteen counselors from our area attended. One of the topics was the design of four and six year plans. Board member and Marble Falls CATE Coordinator Sandra Richardson participated in the presentation. Sherry also reported on the Texas Two-Step meeting held in May at Temple College. The group discussed articulation agreements with four year universities. She also shared that she attended a workshop in Killeen recently. One of the speakers, Richard Miller, discussed the change in demographics for Texas and how it will affect the workforce. Sherry indicated she may consider the speaker at a future counselor's workshop. May 10th was a CATEMA subgrant "regrouping" meeting getting feedback from ISD partners.

Chuck and Sherry attended the Quarterly Directors' meeting May 11th and 12th in Austin. Chuck shared that out of 26 Consortia all had their funding CUT EXCEPT Central Texas Tech Prep Consortium where we were granted a \$41,000 increase.

Debbie spoke about how this could be our opportunity to present at a Tech Prep Conference.

Chuck agreed, furthering the discussion by adding what we could discuss if given the opportunity to present at a Tech Prep Conference. He stated that we could set up guidelines to follow for the success and survival of ATC Consortia.

Sherry informed the group about the reprint of the popular Livin' Large Magazine and the printing of the postcards which indicate how to obtain articulated credit at each of the participating colleges. Sherry also shared about the partnership with Temple College in which production of Theater ads will showcase career and technology as potential career fields for students' futures.

Sherry discussed plans for the fall, stating that staff members had visited the ISDs in the spring and plan to do so again in August and September. She also stated that she would like to do in-service training at several of the schools again.

Sherry informed the group about the new school districts joining our consortium: Burnet, Llano, Granger and Taylor. She also shared that Hutto and Thrall may also be added soon. She continued by stating that we are currently serving about 36 school districts.

Sherry also shared that Misty and Chuck are working with the G-Force at Temple College. Sheila Rogers is working part time this summer to help set up Go Centers at Belton, Moody and Temple schools. Sheila is also giving Temple College campus tours to those interested during designated hours. Chuck added information and shared about the ordered G-Force banners that will be displayed at Go Centers on participating high school campuses.

Misty then discussed in more detail about additional program ideas for the GO Centers. She shared that the G-Force was similar to the Ambassador Program, where students recruit other students. She also said that Temple College G-Force students help incoming students by giving tours of the campus. Misty stated that G-Force students will wear T-shirts with

the GO campaign logo to serve as a form of advertisement. She continued with her discussion by sharing that students on the G-Force will have to maintain a cumulative GPA of 2.5 higher each semester to participate.

Misty also stated that her meeting with Belton High School counselors went well.

Crickett shared about her visit with two classes and her discussion with counselors. She suggested we increase our efforts in educating the counselors about Tech Prep related programs. She gave an idea that during fall registration on a couple of campuses we should display the banner.

Jim Yeonopolus volunteered to host a counselors workshop (lunch provided) with Central Texas College, Temple College and the University of Mary Hardin Baylor.

Fiscal Reports:

Chuck gave a fiscal report for the third quarter. He stated that in the budget report was a contingency plan thus allotting more money because part of his salary had been paid from another source. He continued by stating that money left over can be used toward marketing and other projects.

CATEMA Report:

Sherry discussed the CATEMA subgrants stating that the date due was June 15th and not everyone had spent money. Money leftover will give opportunity for other projects. Misty then shared that CATEMA seemed to work best at the schools she went to and directly showed how to use the program. She stated that they all worked but there were generally fewer mistakes as well as fewer questions with the schools she helped directly.

Jim asked if there could be a set standard of questions to help with the process. Sherry responded by informing that it is not just the process, but that it seems to be data entry error. There does not seem to be any glitches in the program or process, just the students/data entry making simple mistakes.

Misty continued by giving information on her outreach efforts, stating that 17 out of 21 CATEMA schools applied for subgrants. Seventeen of the schools have already completed 75% or more of the process. She stated the other four schools are close to completion.

Advanced Technology Center

Chuck further reported on the working inter-local agreement with Temple ISD, Belton ISD, Temple College and the Temple Chamber of Commerce. Chuck stated that using an abbreviated financial slide will allow opportunity for all who would like to be a part of the ATC to get involved. He emphasized the importance of participation in the ATC program from the smaller districts as well. Chuck said he continues to work with the vision and mission of the ATC development and its involvement with graduating high school seniors. Chuck stated that there will be a meeting to discuss and create a revenue model and the shared interest and potential for those involved. Chuck continued by stating that there will be a fee to participate, though this fee will be dependent on the size of the school and the volume of participating students. The revenue model is not ready but Chuck stated that he feels after the meeting he will be able to submit a fair and equitable charge for the school districts desiring involvement.

Chuck also discussed the space offered by a developing partnership with Scott and White Hospital. He stated that it would be located at the old TI building which is 500,000 square feet and that Scott and White has agreed to allow the ATC to host programs using 20,000 square feet. Chuck continued by discussing the need for renovation as well as the future needs for staffing.

Chuck continued to share about future ideas and growth of the ATC space and partnership with the Scott and White Hospital. He discussed an idea for the use of the fully operational kitchen facility on the grounds and stated how wonderful it would be to renovate the facilities to a fully operational kitchen once again, thus offering a Culinary Arts program too.

Nominating Committee:

Ken Higdon from the nominating committee has recruited Dave Hermann from The Range to serve on the Advisory Board. Also, Dana Watson from Central Texas College has agreed to serve on the Advisory Board. Since there were not enough present to constitute a quorum, voting will be done via email.

Elaine Passman and Laurel Blair have agreed to extend their terms for three more years.

Five Year Strategic Plan:

The five year strategic plan that was developed during the board retreat was the basis for the 2005-2006 grant submitted. Since there were not enough members present for a quorum, the committee will vote via email.

Current and Upcoming Consortium Events/Activities:

- June 30th – offer ATC training at the Temple College Cameron Center – 12-15 currently registered
- Articulation Agreement/6year plan THECB and TEA
- CATEMA – meeting with Central Texas College in July
- Complete Subgrants and marketing
- Bridges subscriptions – new schools will be added
- Start school visits in late August

Other Business/Announcements:

Chuck met with representatives from the Texas Business Education Coalition (TBEC).

Adjournment:

The meeting was adjourned at 12:15 pm.

Respectfully submitted,

S. Chuck McCarter