Global EDGE Tech Prep Consortium
Steering Committee Meeting
Collin College District
Spring Creek Campus 4:30 PM
Minutes of Meeting, Sept. 9, 2009

Member Attendees:
- David Arbuckle, AT & T
- Ann Blackman, CCCCD
- Keva Boughner, McKinney ISD
- Karen Bradley, Allen ISD
- David Galley, CCCCD
- Carol Light, Plano ISD
- Vickie Stone, CCCCD
- Helen Sullivan, CCCCD
- Mary Jane Tobaben, CCCCD

Ex-officio Member Attendees:
- Janet Jaworski, Global EDGE
- Laurence Lloyd, Global EDGE
- Larry Kirk, McKinney North HS

Non-Member Attendees
- Trisha Koslan, Plano Senior HS
- Michelle Morris, Rockwall HS
- Leah Pendleton, Vines HS, PISD
- Mary Schallenb, Shephton HS, PISD
- Kandy Stevens, Liberty HS, FISD
- Annette Caffery, Global EDGE

Members Absent:
- Mitty Allen, Lovejoy ISD
- Leta Durrett, Rockwall ISD
- David Hitt, Plano ISD
- David Marble, CCCCD
- Chris Skipper, Region 10 Svc Center
- Bill Blitt, CCCCD
- Lisa Ferrell, McKinney Chamber of Commerce
- Alicia Huppe, CCCCD
- Lynn Mortensen, Texas Raytheon
- Candy Slocum, InterLink
- Wes Cunningham, Frisco ISD
- Kay Irlas, Prosper ISD
- Mary Park, HDH Career Resources

<table>
<thead>
<tr>
<th>Item</th>
<th>Key Points Discussed</th>
<th>Action Taken/Discussion</th>
<th>Reporter</th>
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<tbody>
<tr>
<td>Call to order</td>
<td>Meeting called to order at 4:48 PM</td>
<td>None</td>
<td>Helen Sullivan</td>
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<td>Approval of Minutes</td>
<td>Previous Meeting Minutes</td>
<td>Helen Sullivan asked attendees to review the minutes from previous Steering Committee Meeting of April 1, 2009.  [Helen Sullivan chaired the meeting due to the absence of Lynn Mortensen who was on vacation.]</td>
<td>Helen Sullivan</td>
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|                       | Motioned to approve the minutes: Mary Jane Tobaben  
<p>|                       | Second: Karen Bradley                                                                 | Vote: Approved by unanimous voice vote                                                 | Helen Sullivan |
| Old Business          | School Services                                                                      | JJ highlighted the TP summer programs Nurse Camp, offered to students entering into high school and Nurse Prep 101 which was extended to Collin students.  Both were well attended and well received.  It has been suggested that we do more of these types of events. | Janet Jaworski |</p>
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<tr>
<th>Topic</th>
<th>Description</th>
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<tr>
<td>New Business</td>
<td>JJ explained some of last year’s services for the high schools. As contained in their handout. (see attachment)</td>
<td>Janet Jaworski</td>
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<td>New Board Chairman</td>
<td>HS reported that Karen Bradley has stepped down as the Executive Board Chairman and Lynn Mortensen has been nominated by the Executive Board to serve as the new chairman.</td>
<td>Helen Sullivan</td>
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<td>HS thanked Karen for her service and dedication to the Global EDGE.</td>
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|                             | Motion to recognize Lynn Mortensen as Chairman- Dave Galley  
2nd Karen Bradley  
Vote: approved by unanimous voice vote                                                                                                               |               |
| New Executive Board Member  | HS reported that Cindy Kemp will not longer be serving on the Executive Board. Lisa Ferrell of the McKinney Chamber of Commerce was nominated as the new Executive Board member to fill this vacancy.                        | Helen Sullivan |
|                             | Motion to recognize Lisa Ferrell as the new Executive Board member- Ann Blackman  
2nd Mary Jo Case  
Vote: Approved by unanimous voice vote                                                                                                               |               |
| New Student Assistant       | JJ announced that the Global EDGE hired a new student assistant, Joshua Edwards. Laura Escobar graduated and has moved on to UNT. The Global EDGE is grateful for her dedicated service to the program.                    | Janet Jaworski |
|                             | Motion to recognize Joshua Edwards as the Global EDGE Student Assistant – Leah Pendleton  
2nd Vickie Stone  
Vote: recognized via unanimous voice vote                                                                                                           |               |
| 2009-10 Steering Committee  | Motion to approve the 2009-10 Steering Committee-  
Mary Schallenberg  
2nd Ann Blackman                                                                                                                                 |               |
<p>|                             | JJ explained that Keva Boughner’s name was inadvertently left off the 2009-10 Steering Committee list per attachment A. She                                                                                           | Janet Jaworski |</p>
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<tr>
<th><strong>2009-10 Team Leaders</strong></th>
<th><strong>is also a new member.</strong></th>
<th><strong>Vote: approved via unanimous voice vote</strong></th>
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<td><strong>Motion to approve the 2009-10 Tech Prep Team Leaders and the Collin College Tech Prep Coordinators per attachment B- Carole Light</strong></td>
<td><strong>2nd Karen Bradley</strong></td>
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<td>Sub-contracts</td>
<td>JJ announced that Jill Bell is also a TP Team Leader at Frisco CTE center.</td>
<td>Janet Jaworski</td>
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<td><strong>Vote: motion approved via unanimous voice vote</strong></td>
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<td>Helen Sullivan asked attendees to review attachment C that reflected the schools receiving Bridges Subscriptions for 2009-10 school year at the of $35,450.</td>
<td>Helen Sullivan</td>
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<td><strong>Motion to approve Bridges subscriptions in the amount of $35,450 - Mary Jo Case</strong></td>
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<td><strong>2nd Leah Pendleton</strong></td>
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<td><strong>Vote: Motion approved via unanimous voice vote</strong></td>
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<td>Announcements</td>
<td><strong>New Petition Process</strong></td>
<td><strong>LL explained the new paperless TP credit awarding process that is now being implemented. The Global EDGE is moving to a paperless process. Qualifying students will have their credits automatically added to their Collin transcript. As a result, the accuracy of CATEMA reports are of utmost importance. A report will be generated and matched with Collin enrollees, then we will confirm the successful completion of TP courses before credits are awarded.</strong></td>
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<td>JJ added that students who have graduated prior to 2009-10 will have to follow the previous TP petition process.</td>
<td>Janet Jaworski</td>
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<td><strong>Steering Committee Role</strong></td>
<td><strong>JJ reviewed the role of the Steering Committee per the bylaws. In light of this information, JJ divided attendees into three groups A, B, &amp; C. JJ asked them to collectively brainstorm ideas as to how this committee can fulfill its role. Afterwards each group shared their ideas in order to develop a better understanding of the Steering Committee’s purpose.</strong></td>
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**Event**

**Workshop**

LL announced that the first Career Bytes event is scheduled for Oct. 9th at SCC for Convergence Technology.

**Retention Grant**

JJ announced that Tech Prep 101 is scheduled for 9-10-09.

JJ announced that we received our NOA for the retention grant in the amount of $293,000. We will be partnering with UT Tyler and TSTC Marshall to determine activities that can serve to improve retention of workforce students. Hopefully activities like Career Bytes will aid in the process. The grant will require two more staff members. It will be a challenge to office them out of our current office space.

JJ announced that the Outreach Planner is pregnant and is going to have a baby this Fall.

**Adjournment**

Meeting adjourned at 5:54 PM

Motioned to adjourn – Ann Blackman
2nd Brenda Decker
Vote: Meeting adjourned via unanimous voice vote

Laurence Lloyd
Janet Jaworski
Helen Sullivan