

CCDA

April 23, 2014

Capital Area Career Center

Members present: Kim Fischer, Carol Clark, Michelle Radcliffe, Chris Eaton, Kathleen Rypkema, Lindsay McClain, Patty Adolfs, and Karen Robyn

Goal Committee Chair Reports

Website Update

- a. Patty Adolfs will contact Sue Maxam about taking over managing the website.

Middle School Math Alignment

- a. CCDA will continue to move forward with the effort. Planning for 2014-15 events will take place during CCDA's August meeting.
- b. Due to Michelle's history with the project, she will continue to facilitate the effort until a new person can get on board.

End of Course Assessments

- a. Precision Exam – If programs are finding their students aren't in the system, a student can enter their own data when beginning the test. Precision also has a template in excel that can be completed and sent to Precision for up-load. The advantage of sending in the names is it prevents students from entering erroneous UIC codes. J

New Business

CCDA Voting

- a. Two thirds membership is needed for a quorum. CCDA is experiencing several meetings where a quorum isn't present making voting difficult. To increase attendance, CCDA will contact CEPD Directors about inactive members to see if another representative is preferred and pursue adding members from CEPDs not represented.
- b. Membership also discussed changing the by-laws to majority vote. This will be voted on during the August planning meeting.

Offering /SCECHs

- a. Discussion prompted the idea of offering SCECHs (paid for out of dues) and professional development hours to those attending CCDA meetings during the 2014-15 school year. Chris Eaton will investigate the possibility through Ingham.

Officer Elections

- a. Due to the meeting not having a quorum, membership will vote on next year's Executive Committee via Survey Monkey.

CEPD Retreat –August 7 & 8 Mount Pleasant

- Michelle will contact CEPD Director President, to see if CCDA could also attend the group's summer retreat. CCDA for the most part would have their own agenda, however during appropriate agenda topics, CCDA could join the CEPD meeting to discuss the 2014-15 connection.
- Additional topics for CCDA's portion of the meeting include :
 - review of CCDA's website
 - offering of SCEHs
 - Re-view of CCDA's by-laws on voting

CCDA's next meeting is May 14, 2014 at Capital Area Career Center from 9:00 am – 2:30 pm.