

NORTH/FAR NORTH REGIONAL CONSORTIUM ROLES AND RESPONSIBILITIES VOTING MEMBERS

CONTACTS:

American River – Jerome Countee
Butte – Denise Adams
Cosumnes River – Torence Powell
Feather River – Derek Lerch
Folsom Lake – Monica Pactol

Lake Tahoe – Brad Deeds
Lassen – Terri Armstrong
Mendocino – Dennis Aseltyne
Redwoods – Marla Gleave
Sacramento City – Gabriel Meehan

Shasta – Eva Jimenez
Sierra – Darlene Jackson
Siskiyou – Robert Taylor
Woodland – Monica Chahal
Yuba City – Daren Otten

FUNCTION:**

➤ **REPRESENT COLLEGE AT REGIONAL CONSORTIUM ACTIVITIES:** **TBD Lead**

- Determine who selects the Voting Member?
- What is the criteria for selecting a Voting Member?
- What is the Voting Member's role at the Regional Consortium meetings?
- Ensure that an alternate Voting Member is designated to ensure that all Colleges are represented by a Voting Member at all Regional Consortium meetings.
- Explore available funding support (over the \$1,500 per College) from Consortium to allow for increased attendance at regional consortium meetings.
- Establish a process for giving another a proxy to vote
- Establish protocol for bringing guests to Regional Consortium Meeting
- Establish an orientation for Voting Members
- Determine what should be on the Website relative to Voting Members.
- Create a Succession Planning Process

➤ **COMMUNICATE REGIONAL CONSORTIUM ACTIVITIES TO COLLEGE LEADERSHIP** **Jerome Countee Lead**

- Gather Best Practices on how to communicate Regional Consortium activities with Leadership
- Gather Best Practices on how to communicate Regional Consortium activities with Faculty
- Clarify how the Coordinating Council communicates with CEOs/CIOs
- Understand what the Coordinating Council needs from Consortium Partners to effectively communicate with CEOs and CIOs.

➤ **ACT AS FIRST POINT OF CONTACT REGARDING REGIONAL FUNDING OPPORTUNITIES** **TBD Lead**

- Gather Best Practices for sharing funding opportunities within the consortium
- Gather Best Practices for sharing funding opportunities within the campus community
- Create a Regional Process for Regional Funding to ensure that all College processes are consistent

➤ **SERVE AS CAMPUS LIAISON BETWEEN DSNs, KEY TALENT AND REGIONAL CONSORTIUM STAFF** **TBD Lead**

- Address increasing confusion (including among voting members) about the roles played by campus deans, faculty, voting members, DSNs, and other Key Talent
- Ensure that college administrators, faculty and staff know how the college might benefit from increased involvement and collaboration with NFN. Inform campus constituents who is in what role – and what their responsibilities are.

- Recognize that there are campus-specific norms in terms of access to administrators and faculty – and their availability/interest in NFN matters.
- Benefit from expertise and protocols used by colleges exhibiting “best practices” – e.g., American River College, Shasta College. Information about “best practices” could be shared among consortium members – and with college administrators to encourage them to benefit from what’s being done by their colleagues.
- Consider using a Great Teachers “Tips and Tricks”/“Innovations and Challenges” approach for consortium members to share experiences and devise strategies for success.
- Communicate to faculty CTE Com (Standing Committee via Faculty Senate) (Who?)
- More DSN/Key Talent and Voting Member contact/communication
- Strengthen Consortium Partners
- Clarify Roles and Responsibilities
- Clarify linkage among Partners

➤ **PARTICIPATE IN BUILDING REGIONAL PARTNERSHIPS:**
Eva Jimenez Lead

- Invite others (including external people) to collaborate and share their ideas and expertise.
- Enhance and clarify the website, including pertaining to members and their roles.
- Build awareness of the regional consortium website.
- Enhance NFN structure and processes to address “revolving door” membership and lack of attendance at NFN meetings.
- Implement new member orientation and mentorship.
- Recognize jargon and references to legislation, organizations and key people are not necessarily understood by all in attendance.
- Increase attendance of CEOs/CIOs at consortium meetings (especially important to capitalize on funding opportunities).
- Stop differentiating between North and Far North. Need one name or create two regions
- Map each College’s Regional Partners

➤ **ASSIST CAMPUS FACULTY IN PREPARING PROGRAMS FOR REGIONAL APPROVAL**
Daren Otten Lead

- Offer a Professional Development Opportunity on the Regional Approval Process
- Create a mentor/coaching pool
- Offer a joint conference
- Share best practices
- Create a Sector/Program Map (Advanced Manufacturing example)

COMMUNICATION:

- | | |
|--------------------------------|------------------------------------|
| ● Local Faculty | ● Conference/meeting presentations |
| ● CEO/CIO | ● Regional consortium minutes |
| ● Regional Consortium Partners | ● Quarterly newsletter |
| ● Website | |

SUPPORT NEEDED FROM REGIONAL CONSORTIUM STAFF:

- Coordinating Voting Member Calls/Meetings:

■ Call/Meeting Logistics	■ Create, Post/ Announce Agenda
■ Call Notification	■ Take, Post/Announce Minutes
■ Request Agenda Item	
- Regional Consortium List Serves
 - Ensure that all Voting Members are included on all Regional Consortium list serves

- Website
 - Ensure that information is updated in a timely manner
 - Gather input for updated website
 - Other

Framework for Functions provided by LAOR/RC