NCWE Annual Report

July 1, 2011
To
June 30, 2012

Approved by AACC Board of Directors, April 20, 2013
AACC AFFILIATED ORGANIZATION ANNUAL REPORT

Under the guidelines established by the AACC Board of Directors, each AACC-affiliated organization is required to submit an annual report by August 15 of each year. The report should cover the period July 1, 2010-June 30, 2011, which is the Board Year. Please provide all information requested. Failure to submit a complete report by the due date may result in withdrawal of affiliation. Information about 2013-2014 activities will be posted on the AACC Web site. Reports will be made available to the Board Liaison and Staff Contact for each Council.

Reports are to be submitted electronically by August 15, 2013 to Jennifer Tinch, CAOC Liaison at jtinch@aacc.nche.edu

General Information

Affiliated Organization Name: National Council for Workforce Education

Year for which report is submitted: July 1, 2012 - June 30, 2013

Person submitting report: Darlene G. Miller, Ed.D.

Organization position: Executive Director

Professional title (please write out):

Complete Address: 1050 Larrabee Avenue, #104-308

City: Bellingham    State: WA    Zip: 98225

Phone: 603-714-1918    Fax:

Email: executivedirector@ncwe.org

Organization Web site address: www.ncwe.org

Year Organization was founded: 1975
Membership Information

1. Current number of members: 262 Individual 125 Institutional

2. Month/Year when newly elected officers assume positions: July 1, 2013

3. Length of officers’ terms: 2 years with the exception of President, President and Immediate Past-President which are 1 year terms

   Please include the following:
   Roster of officers for 2011 to 2012

2012 Convention Information

A. 2013 AACC Convention meeting/forum space contact:

   Name of person handling paperwork: Darlene Miller (see above)
   Title: Executive Director
   College/Institution: NCWE
   Address: 1050 Larrabee Avenue; #104-308
   City: Bellingham State: WA Zip: 98225
   Phone: (360) 746-8885 Fax: ( )
   Email address: executivedirector@ncwe.org
B. Please list the name of the person from your organization who will read and review proposals for the 2014 AACC Annual Convention. Readers will receive materials early October 2013.

Theresa Bryant  
Vice President Workforce Development  
Tidewater Community College  
121 College Place  
Norfolk, VA 23510  
757-822-1184  
tbryant@tcc.edu

Future Meeting Dates

AACC will post your Organization’s meeting dates on the AACC Web site Event Calendar and link the listing to your organizations Web site. Please provide us with information on meetings you wish to post.

Annual Meetings:

A. Meeting Name:  

Innovation is Brewing

Dates: October 16-17, 2013

Start and End Times (if applicable):

City/State: Milwaukee, WI  
Hotel/Other: Hyatt Regency – Milwaukee

Description:

The NCWE Annual Conference is an opportunity for community college administrators, faculty and staff to come together and share information and innovative ideas about programming, curriculum and funding opportunities regarding the changing landscape of workforce education and training and the new economy. The conference will provide outstanding networking and professional development opportunities for community college professionals working in: workforce and economic development; career and technical education; corporate and contract education and training; continuing and community education; and Adult Basic Skills education. Over 70 workshops and presentation in the following conference strands: Re-Tooling Manufacturing; Best Practices in Workforce Education; Grant Outcomes, Deliverables and Sustainable Solutions; Career Pathways, Integrated Career Pathways and the Completion Agenda; and Innovative Customized Training Initiatives for Business and Industry.

Post on AACC Web site:  

__X__ Yes  
_No

If yes, please provide link: http://www.ncwe.org/?page=2013_annual_conf

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Leadership Programs

AACC is interested in partnering with the Councils on various leadership programs. Please list the title, date, and location of leadership programs your council will host between June 2012-June 2013.

None

Publications

Please list the publications that your organization produces.

Workplace – Online Quarterly Newsletter emailed to members

Statement of Affiliated Organization’s Purpose and Goals

Please include a statement of the overall purpose and goals of this Council/Organization. The guidelines for affiliation require that a Council’s bylaws support the purposes and objectives of AACC.

NCWE is the nation’s premier workforce education association for providing a national forum for faculty, staff and administrators in workforce education to network and share promising practices, support NCWE member community colleges throughout the United States in their efforts to expand Workforce Education in their communities through programs and services of the highest quality, and is committed to promoting excellence and growth in workforce education.

As an affiliate council of the American Association of Community Colleges (AACC), NCWE provides a national forum for administrators and faculty in workforce education and basic skills, as well as representatives of business, labor, military, and government, to affect and direct the future role of two-year and other post-secondary institutions in workforce education and economic development. NCWE provides the link between policy and workforce education and economic development practice by providing support, research, and critical information to members on current and future trends and policies.

NCWE VISION
By placing a strong emphasis on student success in exemplary programs, NCWE serves as the national leader providing resources and expertise to community colleges to enhance their efforts in preparing the current and future workforce in a global economy.

NCWE MISSION
Through a national forum for administrators and faculty in workforce education and basic skills, NCWE promotes student success and excellence in education and training by providing the link between policy and practice.
Program Activities
July 1, 2011-June 30, 2012

Please tell us about pertinent future Council/Organization Activities, including annual and regional meetings, seminars and workshops; information on new and on-going publications; and any other information that may be of interest to your colleagues and the AACC. This information will be photocopied and shared with all AACC Councils, and Board and Staff Contacts.

ANNUAL CONFERENCE

- NCWE held its annual conference on October 20-22, 2012 in Long Beach, CA – Riding the Waves of Change: Leading Strategies for a Diverse Economy. Highlights of the conference include:
  - Keynote speech by Dr. Marina Gorbis, Institute for the Future
  - Keynote panel of Business and Industry Leaders including: Katerina Zacharia, VP of Development and Diversity, PromaxDBA and Dr. Mary Pat Moyer, CEO, INCELL, LLC
  - Conference featured over 70 workshops in the following strands: Basic Skills and Student Success; Grant Outcomes, Deliverables and Sustainable Solutions; Emerging Technologies: Partnerships for Training a Resilient Workforce; Customized Contract Training and Revenue Generation; and Continuing & Community Education
  - Awarded the James Jacobs Scholarship Award to Phyllis Cummins, Doctoral Candidate at Miami University of Ohio
- Planning is underway for the 2013 Annual Conference – Innovation is Brewing. The conference will be held in Milwaukee, WI on October 16-17, 2013. Highlights to date include:
  - Keynote speech by Dr. Laura Dresser, Associate Director, Center on Wisconsin Strategy
  - Keynote speech by Dr. Jim Jacobs and Dr. Keith Bird on the AACC Reclaiming the Dream Report
  - Keynote panel of Business and Industry Leaders: INNOVATION IS BREWING – AN EMPLOYERS’ PERSPECTIVE; Peggy Fults, Senior Director of HR Business Services, Harley-Davidson Motor Company, WI; Mike Alagna, Chief Operating Officer, Nation Pizza and Foods, IL; and Marianne Stanke, Director of Strategy, Motorola Solutions, IL
  - Conference strands: Re-Tooling Manufacturing; Best Practices in Workforce Education; Grant Outcomes, Deliverables and Sustainable Solutions; Career Pathways, Integrated Career Pathways and the Completion Agenda; and Innovative Customized Training Initiatives for Business and Industry.
  - Will award Exemplary Program Awards to: Tidewater Community College, Tyler Junior College, and Westmoreland County Community College
  - Will award the James Jacobs Scholarship Award to John Bowers, Doctoral Candidate, University of Washington

BOARD STRATEGIC ACTIVITIES

To help address the numerous issues and challenges faced by community colleges and their workforce development staffs, the Council focused its efforts on:

- strengthening the organization’s operational and committee infrastructure;
• ensuring alignment with AACC objectives and goals to address issues such as workforce relevancy, education and skills alignment, and partnerships and collaborations; and
• positioning NCWE as the workforce association of choice for workforce advocacy, policy and legislation and “promising practices”.

Operations
A. Tasked the Executive Director to focus on membership acquisition and retention, and manage the ever increasing operational and business activities of the association to ensure a high performing, customer-focused association for members and other stakeholders.
B. Participated in AACC Council of Councils to promote NCWE Agenda and support AACC goals.
C. Added to the Board of Directors an At-Large Board position to represent community college/nonprofit partnerships.
D. Added to the Board of Directors an At-Large position representing Tribal Colleges as a response to NCWE’s participation in Tribal Colleges Breaking Through.
E. Added a Jobs for the Future Liaison position to the Board of Directors.
F. Redefined membership types to align with AACC while serving the greater workforce development community.

Marketing and Membership Outreach
A. At the 2012 Conference, awarded the inaugural Exemplary Program Awards to Gateway Community and Technical College and St. Louis Community College
B. Redesigned the website to improve our value-add for our membership including:
   a. Increased Promising Practices on Web
   b. News Feeds and Alerts page including news feeds from NSC, CLASP, and OVAE
   c. Workforce Development Resource page
   d. Redesigned region pages to include news from each region
C. Continued quarterly publication of the NCWE online newsletter Workplace.
D. Developed a mechanism for members who have grants that are required to disseminate information including successes and achievements on the website. Included as a conference strand a focus on grant dissemination.
E. Maintain a presence on LinkedIn and Twitter
F. Develop new marketing materials including a new marketing brochure to increase membership

Partnerships
A. Disseminated “NCWE Role in Partnerships and Grant” to encourage colleges to utilize the expertise of the Council
B. Disseminated a Sponsor and Partnership Prospectus being utilized to solicit sponsors for the conference and a year-long Platinum Sponsor
C. Participated in four national projects with partners including:
   a. Providing technical assistance and guidance to the very successful partnership Breaking Through with Jobs for the Future.
   b. Served on the Leadership Council and provided technical assistance to the Accelerating Opportunity initiative with Jobs for the Future.
c. Provided technical assistance to the *Retraining the Gulf Coast Workforce through IT Pathways Consortium*, TAA grant.

d. Provided support to the *Community College Pathways for Restaurant Workers* project with Restaurant Opportunity Centers United and awarded three college fellows.

e. Provided technical assistance and leadership to the *Tribal Colleges Breaking Through Initiative* with Jobs for the Future and funded by the Walmart Foundation which included the following TCUs: Northwest Indian College, Leech Lake Tribal College, Salish Kootenai College, Little Big Horn College, Comanche Nation College and Sitting Bull College.

**Government Relations and Advocacy**

A. Redesigned the government relations webpage.

B. As important legislation arises, continue to send out “Legislative Alerts” to members to engage them in advocacy efforts. Efforts thus far include: call for participation in National Workforce Day of Action; two Pell alerts including draft letter, email and tweets; draft email and letter to remind congressional staff to include workforce education and training in their Member Request letters.

C. Invited advocacy and legislative professionals to join monthly meetings including: Jim Hermes, AACC, Mary Clagett, JFF, and Rachel Gragg, NSC

D. Tweets and LinkedIn messages regarding: Pell, WIA reauthorization, and other legislative issues germane to workforce education.

**Finance Stability and Viability**

A. Ensured accounting books and procedures are accurate and reflect the organizational structure.

B. Developing an investment strategy for net revenues.

C. Developing an investment policy.

D. Redesigned budget reports in layman’s terms so that all board members understand the budget.

E. Developed performance matrices to align strategic direction with the budget.
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- Planning for the 2014 Annual Conference will begin in November 2013
- Developing a new by-law to create Board Emeritus positions
- Developing a new professionals institute working with AACC staff and retired board members.
- Continue to offer free webinars hosted by our sponsors
- Solicit applications for the NCWE Exemplary Program Awards in January 2014
- Solicit applications for the James Jacobs Scholarship Award in March 2014

Please complete your report by remitting electronically with your report:

- a copy of your audit report and/or balance sheet for the period July 1, 2012- June 30, 2013
- Your organizations constitution or by-laws, if there have been changes.
- Other supporting information that you wish to send (brochures, publications, etc…)

All materials are due to AACC by **August 15, 2013**

Jennifer Tinch
Affiliated Council Annual Report
American Association of Community Colleges
One Dupont Circle, NW
Suite 410
Washington, DC 20036