**Authorization To Offer Non-Degree Extension Credit Course Through Extended Studies**

<table>
<thead>
<tr>
<th>1. Desired Term: Fall 2007</th>
<th>Year of implementation: 2007</th>
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</thead>
<tbody>
<tr>
<td>2a. Course abbreviation and Number: EDUC E1072</td>
<td>2b. Abbreviated Title: Job Corps Leadership Summit</td>
</tr>
<tr>
<td>4. Number of Units: 1</td>
<td>5. Billing Units: 1 ($80)</td>
</tr>
<tr>
<td>6. Allowed Student Levels: UG X GR X EE X (Default is to check all three levels)</td>
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<tr>
<td>7. Grading Method:</td>
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<tr>
<td>Normal (N) (Default is Letter Grade +/-, Students may request Credit/No Credit)</td>
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<tr>
<td>Normal Plus Report-in-Progress (NP) (As for Normal; also allows Report-in-Progress)</td>
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<tr>
<td>Credit/No Credit Only (C)</td>
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<tr>
<td>Credit/No Credit or Report-in-Progress Only (CP)</td>
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<td>8. Mode of Instruction:</td>
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<td>(See pages 17-23 at [<a href="http://www.calstate.edu/cim/data-elem">http://www.calstate.edu/cim/data-elem</a> dic/APDB-Transaction-DED-SectionV.pdf](<a href="http://www.calstate.edu/cim/data-elem">http://www.calstate.edu/cim/data-elem</a> dic/APDB-Transaction-DED-SectionV.pdf) for definitions of the Course Classification Numbers)</td>
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<tr>
<td>Type of Instruction</td>
<td>Number of Credit Units</td>
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<tr>
<td>Lecture</td>
<td>1</td>
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<tr>
<td>Activity</td>
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<td>Lab</td>
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<td>9. Attributes: Course Requires Consent for Enrollment? Yes X No</td>
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<tr>
<td>Faculty Credential Analyst Dean Program/Department - Director/Chair</td>
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<tr>
<td>Prerequisites:</td>
<td>Co-requisites:</td>
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<tr>
<td>10. Does this course impact other discipline(s)? (If there is any uncertainty as to whether a particular discipline is affected, check &quot;yes&quot; and obtain signature.) Yes X No</td>
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<td>If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.</td>
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<tr>
<td>Support</td>
<td>Oppose</td>
</tr>
<tr>
<td>Disciplines</td>
<td>Signatures</td>
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**Important: Please Complete**

1. Instructor: Eileen Warren

2. Extension Course Proposal Form (attached)

**SIGNATURES: (COLLEGE LEVEL)**

1. Program Director/Chair Date: 9/17/07

2. College Dean (or Designee) Date: 9/17/07

**UNIVERSITY LEVEL**

3. Dean of Extended Studies (or Designee) Date: 9/25/07

4. Vice President for Academic Affairs (or Designee) Date: 9/25/07
• **Course Title:** Job Corps National Leadership Summit: 2007

• **Course Description:** Job Corps' leadership staff (primarily educators, trainers and administrators from the education field) will use this Fall Summit to focus on change leadership, implementation tools, methods and resources needed to implement the large-scale change needed to transition the Job Corps education and training program into a 21st Century System of Excellence. Participants will better understand their roles in leading change; update their knowledge of two fundamental components of the New Vision: standards and certifications, as well as recent and anticipated changes to policy and operating guidelines in support of a New Vision for Job Corps. Participants will identify real and perceived barriers to implementation of the vision, and participate in active discussions to overcome those barriers.

• **Course Objectives:** Course Objectives include and increased understanding of:
  1. The change leadership, implementation tools, methods and resources required to implement large-scale change.
  2. Barriers to creating large-scale change and evidence-based strategies that will likely help to overcome the barriers

Students will meet these objectives by attending a minimum of 15 hours of conference seminars and take notes in all sessions on a note sheet template. Following the conference, participants will submit a two page reflective paper on the conference that includes (a) new insights into issues that impact implementing the required changes; (b) identification of a minimum of three strategies to be implemented in their current role to overcome implementation challenges with a discussion of the applicability, implementation process, and reasoning for those strategies.

• **Evaluation:** Participants will submit note sheets from all sessions and a two-page reflective paper. The grading criteria are:
  1. The extent to which the student imagines key implementation challenges and solutions related to his or her specific role. The most effective articulations and explorations will exhibit an understanding of change leadership and avoid simple solutions, recognizing instead the complexity of change and imagining new possibilities.
  2. The degree to which the student's organization of the paper helps the student to define and develop his or her discussion of the implementation challenges and solutions.
  3. The extent to which the student connects the content presented at the conference to his or her role in implementing change.

• **Course Length:** Participants will attend a minimum of 15 hours of conference seminars and provide proof of attendance. Outside work includes a two-page reflective paper.

• **Proposed Date(s):** October 15, 16, and 17, 2007

• **Location:**
  Hilton Washington
  1919 Connecticut Avenue, NW
  Washington, DC 20009

• **Support Needs:** None

• **Comments:** Job Corps is embarking on a revision of their organization to become a first choice program for "at-promise" students. The purpose of changing to this new program is to meet the industry needs and workforce requirements of the 21st century. It will be driven by a standards-based curriculum and will better serve the students and more fully prepare them for a successful future in the workplace.

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When completed, please return this form, along with an up-to-date resume (with teaching references) to: Catherine Boyle Asker, Office of Extended Studies, Cal State San Marcos, 333 S. Twin Oaks Valley Rd., San Marcos, CA 92096; FAX: (760)750-3138; E-mail: cboyle@csusm.edu
Current Employment Information
7/1999 – Present:  President, Organizational Consulting Services
3/2007 – Present:  Student Academic Training Manager, Job Corps’ Student Training & Support Project

Previous Employment History
Sonoma State University
                  Director, Organizational Development

Napa County Office of Education

Riverside County Office of Education


Dr. Eileen Warren, Page 1 of 5
Selected Prior Experience


- Supervise California State University campus' pre-award grants and contracts office
- Design and conduct evaluation of California Partnership Academy program for California Department of Education and State Legislature
- Design and conduct evaluation of Michigan Department of Education/Daimler Chrysler's statewide curriculum integration project
- Design and conduct evaluation of Hayward Unified School District's block schedule in three comprehensive high schools
- Design and conduct study on the accessibility and availability of rigorous course offerings in all of California's comprehensive high schools. This study was prepared for the California Governor's Office for presentation to State Legislature
- Design and conduct study of education policies that impact on high school reform. This study was prepared for the U.S. Department of Education
- Co-author *Aiming High*, California Department of Education's grade-span document for high school reform
- Author federal monitoring guide for United States Department of Education's Smaller Learning Communities initiative
- Author California's $7.5 million dollar application for federal School-to-Career transition funds
- Principal Investigator *California's Career Technical Education Standards and Framework Project*
- Principal Investigator and Student Academic Training Manager, *Job Corps' Student Training and Support Project*, U.S. Department of Labor
- National consultant to United State's Department of Labor's Job Corps program on curriculum development and training
- Director US Department of Education's *New American High Schools* initiative in California
- Provide technical assistance to high schools on aligning Regional Accreditation/Standards-Based Curriculum/School-to-Career/Tech Prep/New American High Schools Strategies/Smaller Learning Community Programs
- Provide technical assistance to high schools on developing standards-based integrated curriculum
- Develop School-to-Work sustainability process for State of Montana
- Provide technical assistance to Department of Labor's Job Corps centers in five states to develop community connections and integrated school-based and work-based curriculum
- Provide regional training on center training plan review based on Policy Requirement Handbook and incorporating Career Development services system and School-to-Work Principles
- Assist economic development partnerships in identifying and responding to requests for proposals for grant funding
- Design and conduct evaluations of economic development and School-to-Work partnerships
- Consult on economic development issues for community colleges, business and education alliances, and state departments of education


- Supervise coordinators, program managers and classified staff in the areas of: School-to-Career, School-to-Apprenticeship, Tech Prep, Partnership Academies, Business/Education Partnerships, School Safety, Student Events, Parenting and Child Passenger Safety
- Develop and monitor $2.5 million annual budget
- Develop training materials and conduct teacher workshops on:
  - Integrated Curriculum Development for high school and community college teachers and faculty
  - Organizational Development topics such as team building, the change process, and strategic planning for high school and community college teachers, faculty and administrators
- Develop Integrated Curriculum units with high school and community college teachers/faculty. Publications include Integrated Science and Math Curriculum for the Health Sciences and Integrated Science Curriculum for the Culinary Arts Field for Math, Science, and vocational teachers, grades 11 through 14
- Develop K-16 articulated curriculum and programs with faculty at four community colleges and California State University, San Bernardino
- Membership on State Committees
  - State Task Force for California Department of Education’s high school grade span document
  - Division of Apprenticeship Standard’s School-to-Apprenticeship
  - California Department of Education’s Best Practices Committee
  - California County Superintendents’ School-to-Career Task Force
  - Regional Lead - School-to-Career
- Conceptualize and write competitive and non-competitive grants


- Provided technical assistance to K-12 school districts to implement California high school reform initiative Second to None, including integrated curriculum training
  - Developed evaluation tools and conducted evaluations of Tech Prep programs


- Supervision and evaluation responsibilities for 28 teachers, teachers’ aides, and clerical staff
- Developed and monitored budgets and negotiated district contracts
- Planned and upgraded facilities

- Budget and grant coordination responsibility for:
  - Carl D. Perkins 232 Postsecondary/Adult Education Grants
  - Tech Prep Education
  - Gender Equity
- Staffed Riverside County Business and Education Alliance
- Facilitated development of integrated curriculum with input from industry.

- Retail Merchandising Instructor for Regional Occupational Program at high school level
- High School Department Chair for five years
- Developed Curriculum
- Provided formative supervision of teacher instruction as an Effective Teaching Coach
- Developed training tapes for teacher and coaches
- Developed verification required to secure academic credit for ROP vocational courses

- Managed the operations of two consumer electronics sales outlets
- Supervised ten employees
- Managed $2 million budget


- Full Profit & Loss Statement responsibility for national distribution of a line of microwave ovens
- Managed $1.5 million budget
- Managed sales staff, home economics department, and clerical staff
- Developed microwave cookbook and product manuals
- Conducted product training for distributors nationwide
- Worked in Tokyo, Japan on international product development
- Developed and implemented product and marketing plan

- Conducted management education training for entry-level supervisors
- Authored The Food and Drug Administration's Involvement in In-Flight Catering Kitchens
- Developed self-inspection system for in-flight kitchens that was approved by the federal Food and Drug Administration
- Editor of nationally distributed Line Maintenance publication

Selected Papers and Publications

*The Process of Change in Two Successful Tech Prep Consortia in California: Multiple Entity Change* (1997) UMI, Ann Arbor, MI


*New American High Schools: Strategies for Whole School Reform* (1998), Sonoma State University, Rohnert Park, CA
Research-based Strategies for Implementing School-to-Work (1999), Sonoma State University, Rohnert Park, CA


Education

- Ed.D. in Educational Management, University of LaVerne
- M.Ed. in Educational Administration, Azusa Pacific University
- BA in Liberal Studies, California State University, San Bernardino
- BVE in Vocational Education, California State University, San Bernardino
- AA in Business, College of DuPage, Glen Ellyn, Illinois

Credentials

- Professional Clear Multiple Subjects (1/2012)
- Professional Clear Single Subject (1/2012)
- Clear Designated Subjects – Vocational, Full Time (9/2012)
- Clear Designated Subjects Supervision and Coordination (9/2012)
- Clear Administrative Services (9/2012)
- California Community Colleges Instructor (Life)

Honors and Awards

- Riverside County Office of Education - Superintendent’s Special Service Award
- Hitachi Corporation - Product Manager of the Year Award
- Quasar-Motorola Corporation - Distinguished Service Award
- United Air Lines - Award of Merit