

Rancho Santiago Adult Education Consortium (RSAEC) Strategy Proposal Workgroup - Adult Education Block Grant (AEBG)
May 23, 2016 3:00 – 5:00

Location: College and Workforce Preparation Center
1572 N. Main Street, Orange CA 92867 – Conference Room – 714.628.5999

Present: Estela Cuellar, Lori Fasbinder, Sue Garnett, Chrissy Gascon, Adrianna Gonzalez, Raymond Hernandez, Rosalba Hernandez, Greg Neitzl, Vincent Nunez, Carrie Patton, Eden Quimzon, John Tashima, Mary Lou Vachet

MINUTES

Item	Discussion	Action
Introduction of new members/guests	<p>No new guests. Chrissy introduced the three new AEBG faculty members/TOSA. John Tashima, Professor/Coordinator, Adult Basic Education (SAC-SCE) Sue Garnett, Professor/Coordinator, English as a Second Language (SAC-SCE) Ray Hernandez, Teacher on Special Assignment (GGUSD) Chrissy also shared that Rosalba Hernandez received the position of Counselor (SCC-CE) under the SSSP grant.</p>	
Approval of Minutes	<p>Not available. We will be approving minutes for both the April 25th and May 23rd meetings at the June 27th SPW meeting.</p>	
Requests for Proposals	<p>Proposal 1: Composition Textbooks Budget: \$4,400</p> <ul style="list-style-type: none"> • See attached proposal from Carrie Patton • Carrie explained that this is a follow-up need to putting into place the articulation agreement with SAC credit <p>Chrissy requested an adjusted budget breakdown of books, taxes, etc. to accommodate the new site/wear and tear</p>	<ul style="list-style-type: none"> • Carrie will look into the correct amount of textbooks needed and adjust the budget • Carrie will have the coversheet signed and return to Chrissy • Chrissy will bring to the Executive Committee for approval

	<p>Proposal 2: Tutoring Center Budget: \$5,485</p> <ul style="list-style-type: none"> • See attached amended proposal from Vincent Nunez • Proposal 2 required a 2nd reading to include a detailed budget (with benefits & tutor training) and performance measures • A discussion took place among members (see below) about ways to gather data and performance outcomes 	<ul style="list-style-type: none"> • Chrissy will bring to the Executive Committee for approval
	<p>Proposal 3: OEC Laptops Budget: \$42,000</p> <ul style="list-style-type: none"> • See attached proposal from Eden Quimzon • Purchase of 30 Surface Pro laptops (new RSCCD standard) • There are 8 ESL classrooms at Chapman Center with no computers • Workgroup asked if more computers were needed, and Eden replied not at this time • Ray asked about digital courses. At this time, RSCCD only offers teacher directed instruction, but are looking into distance learning options 	<ul style="list-style-type: none"> • Chrissy will bring to the Executive Committee for approval
	<p>Proposal 4: CEC Evening Childcare Center Budget: \$200,000</p> <ul style="list-style-type: none"> • See attached proposal from Jim Kennedy • Chrissy explained that this is an extension of the Spring childcare pilot • Response from the pilot was overwhelming. 75 children served while parents attended classes. 	<ul style="list-style-type: none"> • Chrissy will bring to the Executive Committee for approval
<p>AEBG 2016-17 Annual Plan</p> <ul style="list-style-type: none"> • All AEBG funded strategies must be written into the 2016-17 plan to be eligible for funding • Deadline extended to August 15, 2016 – 	<p>Chrissy explained that the 16-17 Annual Plan deadline has been extended to August 15th</p> <p>Deadlines are specific to the grant project and</p>	

<p>faculty input needed prior to leaving for summer</p> <ul style="list-style-type: none"> • Update on annual plan items per objective <ul style="list-style-type: none"> ▪ Acceleration ▪ Transition & Articulation ▪ Addressing the Gaps ▪ Faculty Development 	<p>year. Each allocation has a 3-year period of spending. To lessen the confusion, we are referring to the years of each allocation.</p> <ul style="list-style-type: none"> • 2015-16 Year One (2015-16) • 2015-16 Year Two (2016-17)* • 2015-16 Year Three (2017-18) • 2016-17 Year One (2016-17)** • 2016-17 Year Two (2017-18) • 2016-17 Year Three (2018-19) <p>*2015-16 Year Two is part of the 15-16 Annual Plan. **2016-17 Year One is part of the 16-17 Annual Plan. (Note: Plans can be amended during the current fiscal year.)</p> <p>Sue asked about new hires and their involvement. Chrissy explained that they will be included as soon as possible depending on their hire dates</p>	
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<p>Discussion Topic</p> <ul style="list-style-type: none"> • Performance Measures and Outcomes • Need a detailed plan on how we are going to measure data gathered through the strategies 	<p>It was suggested to include two sections in addition to the Coversheet:</p> <ol style="list-style-type: none"> 1) Budget Breakdown 2) Performance Measures/Outcomes <p>Ray asked if we should keep a coversheet. The workgroup responded “Yes”</p>	
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<p>Updates on Approved Strategies</p>	<ul style="list-style-type: none"> • Carrie Patton brought in her two signed articulation agreements • HSMTH 164: Algebra 1B is now articulated with Mathematics N48: Pre-Algebra/Algebra Basics <ul style="list-style-type: none"> • A minimum grade of C (70%) in HSMTH 164 will serve as a prerequisite to Math 083 or 084 without a placement exam • HSENG 084: Composition 2 is now articulated with English 061: Introduction to Composition <ul style="list-style-type: none"> ▪ A minimum grade of B (80%) in 	
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	HSENG 084 will serve as a prerequisite to English 101 without a placement exam	
Other	<ul style="list-style-type: none"> • Mary Lou shared a flyer on the new College and Career Preparation Academy which is an OCDE high school diploma program geared toward adults 18-25 years of age • Discussion of next month's meeting – August 29 is first day of fall instruction Alternate dates? 	Discuss alternate August dates at next meeting
Future Meetings: All meetings to be held at the College and Workforce Preparation Center Time: 3:00 – 5:00 pm		
<ul style="list-style-type: none"> • 2016: Monday, June 27; Monday, July 25; Monday, August 29; Monday, September 26; Monday, October 24; Monday, November 28; Monday, December 5 • 2017: Monday, January 30; Monday, February 27; Monday, March 27; Monday, April 24; Monday, May 22 		