



Strategy Proposal Workgroup - Adult Education Block Grant (AEBG)
August 29, 2016 3:00pm – 5:00pm

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

Attendees: Chrissy Gascon, Rob Jenkins, Sue Garnett, Rosalba Hernandez, Merari Weber, Donna Khalid, Estella Cuellar, Greg Neitzel, Nilo Lipiz, Daniel Oase, Jarek Janio, Elaine Pham, Angela Guevara, Karla Frizler, Ossiel Madrigal, John Tashima, Vincent Nunez, Mary Polychrome, Lori Fasbinder

MINUTES

Item	Discussion	Action
Introductions: <ul style="list-style-type: none"> • New members/guests • New full-time AEBG Coordinators/TOSA 		
Approval of Minutes <ul style="list-style-type: none"> • July 25, 2016 	Approval of minutes w/no changes Vincent moved Estella seconded	Approved
AEBG Overview <ul style="list-style-type: none"> • Where are we now? <ul style="list-style-type: none"> ▪ 2015-16 Plan - Year 2 ▪ 2016-17 Plan - Year 1 ▪ Data and Accountability Grant - Year 1 	<p>Chrissy gave an overview of how the year 1 and year 2 plans are to be kept separate from each other.</p> <p>A researcher (Christina George) & program applications specialist (Howard Chau) are being paid for w/data & accountability funds. There was a discussion about the process for requesting research/data. The process is being worked on.</p>	

<p>AEBG Annual Plan 2016-2017</p> <ul style="list-style-type: none"> • AEBG Guidelines • Procedures for turning in a Strategy Proposal Coversheet 	<p>The annual plan was submitted on August 15, 2016. For new projects (whether there is a cost or not), group members are to write and submit a strategy proposal. The strategy can be outside of the plan – and can then be added to the plan (through an amendment) if it is submitted by May.</p> <p>Strategy proposal meetings will be used to inform the consortium of progress with the plan.</p> <p>Chrissy is looking into the use of the H drive (or something similar) for use by members of the workgroup.</p>	
<p>Requests for Proposals</p>	<p>Lori Fasbinder and Mary Polychrome presented a strategy for the inmate education program. They described their Institutional Food Preparation course – a one month course that prepares students to take a certification test. The (wholesale) cost to take the test is \$30, and many inmates are not able to pay the fee. The request is for \$10,000 to buy a number of tests and let these inmates take it for free.</p> <p>Suggestions made by the group:</p> <ul style="list-style-type: none"> - Add “pilot” to the name of the strategy to imply this will be an ongoing project. - Expand scope (and funding) of the project to include all inmates who are taking the test, not just those who can’t pay. - Increase the amount of money being requested to cover a year as opposed to a single semester. Lori preferred to stay with the \$10,000 figure with the understanding that she could request more funding later. - Explore pairing the course with ESL in an I-BEST model. - Explore the possibility of using the curriculum in the Santa Ana Jail program. 	<p>Reach out to Leticia Quiroz to possibly adopt the curriculum in the Santa Ana Jail.</p>

	<p>Karla Frizler proposed a strategy to hire AIR (American Institutes for Research) to lead curriculum developers in the consortium through the initial curriculum design process and help them develop a curriculum writing plan. Discussion of this strategy focused on the following two options: (a) the focus would be on the OEC/CEC ESL departments with other departments working to ensure effective pathways/articulation or (b) the strategy could involve a broader effort with a number of departments working to design curriculum collaboratively and in parallel.</p> <p>Discussion about the options ensued. Members also discussed the need for the curriculum project to involve credit for articulation purposes.</p>	<p>Karla and Merari will work further on the proposal, possibly with the involvement of other departments. Representatives of other departments will discuss the proposal with their colleagues and report back to the workgroup.</p>
<p>Summer Deliverables Update</p> <ul style="list-style-type: none"> • CFAD • Data Plan • Annual Plan 2016-17 	<p>Chrissy gave an update on CFAD and the Data Plan. The 2016-17 Annual Plan was turned in two weeks ago. Workgroup members should read the plan. Chrissy wrote the plan but in general terms and is hoping that new members can contribute to the plan by filling in their area of expertise.</p>	
<p>AEBG Summer Updates on Approved Strategies</p> <ul style="list-style-type: none"> • CHOC/Project Search Partnership • SAC Adult Education Center • Security Vehicle at CHAP/CWPC 	<p>Tabled</p>	
<p>Other:</p>		
<p>Future Meetings:</p> <ul style="list-style-type: none"> • All meetings to be held at the College and Workforce Preparation Center from 3-5 pm unless otherwise noted. 	<p>Next Meeting: Monday, September 26</p>	

- **2016:** 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