

Rancho Santiago Adult Education Consortium (RSAEC) Strategy Proposal Workgroup - Adult Education Block Grant (AEBG)
April 25, 2016 3:00 – 5:00

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

Present: Estela Cuellar, Sue Garnett, Chrissy Gascon, Raymond Hernandez, Rosalba Hernandez, Rob Jenkins, Greg Neitzl, Vincent Nunez, Eden Quimzon, Janet Cruz-Teposte

MINUTES

Item	Discussion	Action
Introduction of new members/guests	No new guests	
Tour of the new AEBG site		
Approval of Minutes	<p>Approved with corrections of typos (1st Ray Hernandez, 2nd Sue Garnett)</p> <ul style="list-style-type: none"> towrd = toward, wioth = with, Plata = Plato 	
Requests for Proposals	<p>Proposal 1: Government Textbooks Budget: \$4,000</p> <ul style="list-style-type: none"> See attached proposal from Carrie Patton Sue presented for Carrie and explained that this is a follow-up for articulation Chrissy requested a budget breakdown of books, taxes, etc. 	<ul style="list-style-type: none"> Carrie will provide a budget breakdown
	<p>Proposal 2: Tutoring Center at CEC Budget: \$5,304</p> <ul style="list-style-type: none"> Vincent proposed adding a tutoring center when the high school classes are closed midday It was requested that Vincent add the connection to BSI and leveraged resources and funds Chrissy asked Vincent to include benefits on the budget 	<ul style="list-style-type: none"> Vincent will provide a budget breakdown that includes benefits Vincent will reword some of the text and resubmit to Chrissy

	<ul style="list-style-type: none"> • Sue asked about supervision. Vincent will be on sight as the coordinator and have line of vision • Chrissy requested that Vincent change wording from “labs” to “classrooms” • Ray asked about minimum quals for the tutors. Vincent explained that they need to be credit students to qualify to tutor in the program • Eden asked about FTES – Is there a way to create a class at this time if student need is established? Recommended that Vincent investigate during pilot stage 	
<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 • Update on annual plan items per objective <ul style="list-style-type: none"> ▪ Acceleration ▪ Transition & Articulation ▪ Addressing the Gaps ▪ Faculty Development 	<ul style="list-style-type: none"> ▪ Eden and Sue spoke about creating a “blanket” babysitting strategy for OUSD and SAUSD 	
<p>Discussion Topic - continued</p> <ul style="list-style-type: none"> • How do we set up a standardized system for curriculum development projects? • Faculty Development for turning in a finished curriculum project-incl. formatting • Ideas? 	<ul style="list-style-type: none"> • Rob discussed PLC and joint collaboration for ESL re-write • Ray asked about the key differences between curriculum development at continuing education and GGUSD Adult Education. Rob responded that the college teaches to curriculum, textbooks support the curriculum • Sue mentioned that she is seeing progress on getting out of our silos • Ray suggested looking at Mt. San Antonio College – their consortium just did a great professional development workshop on AEBG and Best Practices – something to look into for spring 2017 	
<p>Updates on Approved Strategies</p>	<p>Tabled</p>	

<p>Schedule Upcoming Meetings for 2016-17</p> <ul style="list-style-type: none"> ▪ Refer to Executive Committee schedule 	<ul style="list-style-type: none"> • RSCCD flex week is scheduled Monday – Friday August 22-26 • All consortium members are invited to attend 	
<p>Future Meetings:</p> <ul style="list-style-type: none"> • Monday, May 23rd, 3:00-5:00 @ CWPC 		