



Combined Strategy Workgroup - Adult Education Block Grant (AEBG)
December 12, 2017 9:00am – 11:00am

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

Present: Alicia Ayers, Janet Cruz, Lori Fasbinder, Karla Frizler, Susan Garnett, Chrissy Gascon, Angela Guevara, Rosalba Hernandez, Ray Hernandez, Donna Khalid, Osiel Madrigal, Daniel Oase, Imelda Perez, Elaine Pham, Cathleen Petersen, Katy Ramezani, John Tashima, and Merari Weber

MINUTES

Item	Discussion	Action
Introductions: <ul style="list-style-type: none"> New members/guests 	<ul style="list-style-type: none"> Katie Ramezani, Department of Education Janet Cruz, Santa Ana College School of Continuing Education 	
Approval of Minutes <ul style="list-style-type: none"> November 14, 2017 	Approval of minutes with minor corrections <ul style="list-style-type: none"> John Tashima moved Sue Garnett seconded Approved unanimously 	
Workgroup Action Item: CASAS Update Record Forms <ul style="list-style-type: none"> Update record forms have been distributed at OEC and CEC. Any news from the departments? How is the implementation of the new form going? Any questions? Suggestions? 	<ul style="list-style-type: none"> CASAS Update Record Forms were distributed at OEC and CEC <ul style="list-style-type: none"> CEC is going well and everyone is completing Questions/Suggestions regarding implementation of the new form <ul style="list-style-type: none"> Difficult for CTE Angela Guevara received feedback from teachers asking if they must complete since they 	<ul style="list-style-type: none"> Lori Fasbinder to send out email with directions for the CASAS Update Record Forms

	<p>don't do testing. Yes, they must complete.</p> <ul style="list-style-type: none"> ○ Glitch of e-testing/system, use paper and pencil for now ○ 12,000 students not showing in AEBG, but they are in AEBG. AEBG Researcher is working on correcting this. 	
<p>2018 AEBG Summit</p> <ul style="list-style-type: none"> • January 22-23 in Los Angeles • We submitted one Proposal for a Panel Discussion on Promising Practices, Leveraging Resources and Braiding Funds • Panelists include: Chrissy Gascon, Elaine Pham, Angela Guevara, Daniel Oase, Osiel Madrigal and Ray Hernandez 	<p>2018 AEBG Summit</p> <ul style="list-style-type: none"> • January 22-23 in Los Angeles • We submitted one Proposal for a Panel Discussion on Promising Practices, Leveraging Resources and Braiding Funds • Panelists include: Chrissy Gascon, Elaine Pham, Angela Guevara, Daniel Oase, Osiel Madrigal and Ray Hernandez • 7 pins received and Executive Board is attending as well as presenting pins for Elaine Pham, Angela Guevara, Daniel Oase, Osiel Madrigal and Ray Hernandez 	
<p>Coordinator Update:</p> <ul style="list-style-type: none"> • Merari Weber: ESL • Angela Guevara: Adults with Disabilities Program 	<p>Coordinator updates were presented by:</p> <ul style="list-style-type: none"> • Merari Weber: ESL <ul style="list-style-type: none"> ○ Created 4 Phases for Academic ESL Program ○ Phase I – Beginning – AESL 704-707 <ul style="list-style-type: none"> ▪ Collecting Data ▪ Outreach – bookmarks and flyers ○ Phase II – Hiring & Training <ul style="list-style-type: none"> ▪ Got in the trenches with the teachers ▪ Flex week built community with teachers ▪ Google Docs, Canvas ▪ Mentors (curriculum writers) 	<ul style="list-style-type: none"> • Merari Weber will send you the password to the blog if you want to see and read it

	<ul style="list-style-type: none"> ○ Phase III – Creating Student Community <ul style="list-style-type: none"> ▪ Meets with teachers every 3 weeks ▪ Listed teachers on board ▪ Professional development • Reading apprenticeship • Mentor assistance • HSS taskforce • Canvas ▪ Created Tree and had leaves for students to create goals ▪ Apples on tree represent 2 things learned or accomplished ▪ Posted on Facebook ○ Phase 4 – Students Being Promoted <ul style="list-style-type: none"> ▪ Embedded college and career in classes ▪ Piloted Canvas in 707 evening course ▪ Asked students to create a flyer to be used by ESL ▪ Student presentations using Google Slides ▪ Students go to lab, library, planetarium on SAC campus ▪ Collecting data from mid-term and finals to share with ESL program ▪ Students have blossomed and are empowered ○ Appreciated community and leadership support, which has helped make it successful • Angela Guevara: Adults with Disabilities Program <ul style="list-style-type: none"> ○ Free 8-week online course: Understanding and Supporting Employees with Disabilities Certificate (80 hours) 	
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	<ul style="list-style-type: none"> ○ Project Search at CHOC, UCI in 2018, and hope to have Kaiser soon ○ On the horizon since many of the AWD students are gamers, trying to get Blizzard Entertainment to work with us to create an internship 	
<p>Requests for Proposals:</p> <ul style="list-style-type: none"> • CTE Curriculum writing: Courses for Certificate Programs • Budget: \$5,842.50 • Lead: Osiel Madrigal • Summary: Create new courses in subject areas such as bookkeeping and QuickBooks that will lead to a new certificate in “How to Start a Small Business” 	<p>The following Request for Proposal is being presented at the Executive Committee Meeting on January 30</p> <ul style="list-style-type: none"> • CTE Curriculum writing: Courses for Certificate Programs • Budget: \$5,842.50 • Lead: Osiel Madrigal • Summary: Create new courses in subject areas such as bookkeeping and QuickBooks that will lead to a new certificate in “How to Start a Small Business” 	
<p>Sub-committee Reports (if applicable):</p> <ul style="list-style-type: none"> • ESL 	<p>Sue Garnett</p> <ul style="list-style-type: none"> • Big Multi-Level Textbook Event on January 26 <ul style="list-style-type: none"> ○ 5 of 6 publishers are attending ○ If you missed the deadline, please apply anyway ○ Would like to see everyone involved ○ Full day event ○ Will share event details with group in February • Working hard on integration • Rollout Fall 2018 – GGAE is hosting the event 	
<ul style="list-style-type: none"> • ASE/ABE 	<p>Donna Khalid/High School</p> <ul style="list-style-type: none"> • Developed some new courses <ul style="list-style-type: none"> ○ Physical Science 1 & Physical Science 2 	

	<ul style="list-style-type: none"> High School Track Tech Program (Tech/HS) where you get a CTE Certificate 	
<ul style="list-style-type: none"> Other 	<p>Ray Hernandez/Garden Grove</p> <ul style="list-style-type: none"> Needs Assessment Compiled ideas from Osiel Madrigal and Daniel Oase Surveyed students career or classes wanted Implement classes based on results of survey Issue badges for students in the future <ul style="list-style-type: none"> Must attend 2 day training to issue badges Badges will be offered to credit and noncredit students Will assess at end of module and students can receive a badge if passed <p>Osiel Madrigal's workshops can be used by all.</p>	
Next Meeting:	<p>Next Meeting:</p> <ul style="list-style-type: none"> Tuesday, January 9 Next Executive Committee Meeting will be Tuesday, January 30, at CWPC 	<ul style="list-style-type: none"> Elaine Pham to present at the January 2018 meeting Arturo Hernandez, Department of Rehabilitation to come in and speak at the January 2018 meeting Chrissy Gascon to reach out to EDD and One-Stop from CEC to see if they would be available to speak at the February 2018 meeting
Other	<ul style="list-style-type: none"> Merari Weber demonstrated Canvas 	
<p>Future Meetings: All meetings will be held on at CWPC from 9:00am – 11:00am, unless otherwise noted. 2018: Tuesday, January 9; Tuesday, February 13; Tuesday, March 13; Tuesday, April 10; Tuesday, May 8 (June, July & August: No meetings due to off-contract)</p>		