

# Steering Committee

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| <b>Baldwin Park</b><br><input checked="" type="checkbox"/> John Kerr<br><input checked="" type="checkbox"/> Veronica Valenzuela | <b>Tri-Community Adult Education</b><br><br><b>Charter Oak</b><br><input checked="" type="checkbox"/> Debra Tarbox<br><br><b>Covina Valley</b><br><input checked="" type="checkbox"/> Dan Gribbon<br><input type="checkbox"/> Claudia Karnoski | <b>Mt. SAC</b><br><input checked="" type="checkbox"/> Madelyn Arballo<br><input checked="" type="checkbox"/> Tami Pearson  | <b>Consortium</b><br><input checked="" type="checkbox"/> Ryan Whetstone<br><input checked="" type="checkbox"/> Wanda Pyle<br><input checked="" type="checkbox"/> Sage Overoye<br><br><b>Partners/guests present:</b> |
| <b>Bassett</b><br><input checked="" type="checkbox"/> Albert Michel<br><input checked="" type="checkbox"/> Virginia Espana      | <b>Hacienda-La Puente</b><br><input checked="" type="checkbox"/> Matt Smith  | <b>Pomona</b><br><input checked="" type="checkbox"/> Enrique Medina<br><input checked="" type="checkbox"/> Rebecca Cristobal<br><input checked="" type="checkbox"/> Marie Dennis |  |
| <b>ESGVROP</b><br><input checked="" type="checkbox"/> Elia Evans  | <b>Rowland</b><br><input checked="" type="checkbox"/> Rocky Bettar   |  |  |

| Agenda Items   | Outcomes  |
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| <ul style="list-style-type: none"> <li>Welcome &amp; Agenda Check</li> <li>Public Comment</li> <li>Approval of Minutes for 09/12/2016</li> </ul> | <p>A motion was made by Albert Michel at 2:12pm to call the meeting to order, seconded by Enrique Medina – Facilitated by Ryan Whetstone.</p> <p>There were no updates were made to the agenda.</p> <p>There were no public comments.</p> <p>A motion was made to approve the Minutes of 09/12/2016 by Enrique Medina, seconded by Rocky Bettar. The minutes were unanimously approved with the following correction: Marie Dennis was not present.</p>   |
| <p>1. Fall Conference Update - October 26, 2016, Kellogg West. Theme: Measuring Student Progress</p>   | <p>Wanda discussed registration, workgroup progress, and the conference agenda. Pre-registration was reported at approximately 175 people; Mt. SAC has not yet submitted pre-registration. Workgroups are discussing assessment commonalities, and starting to understand the vision of the consortium. Many schools are not sending representatives to meetings. Wanda distributed an updated conference agenda. A gift card drawing will be done at the end of the conference to encourage people to stay for the final evaluation. Wanda is buying eight gift cards. Members were reminded to email Wanda if they are bringing special guests (board members, community partners, etc.).</p> <p>Sage presented online and physical evaluation forms. Concerns of having both physical and online evaluations include: (a) presence of duplicates if people fill out both, and (b) people might be unaware/unexcited about the raffle if it is online.</p> <p>Albert recommended schools bring promotional items and catalogs to give out at the conference.</p> <p>Possible Spring Conference Topic: Tools and technology needed to progress, how to use and improve it.</p> |
| <p>2. Budget Update</p>  | <p>Madelyn is going to send out budget information. The Mt. SAC and Consortium money has been separated so funds are easier to understand for both old and new money. New money is approximately \$270,000.</p>   |
| <p>3. Strong Workforce Program Update</p>  | <p>Madelyn presented the Los Angeles/Orange County Regional Consortia (LAOCRC) member flow chart. Madelyn described the main goal of the LAOCRC as helping people</p>   |

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|  | reach mid-level employment. She stressed the organizational changes in LAOCRC, explaining that decisions will be made by the presidents and that people closer to the community colleges will have a smaller voice. Members may be called on to get involved in LAOCRC regional planning. Madelyn is going to email the flow chart and a narrative to members.  |
| 4. Data Collection Survey (results from online survey) and next steps for data gaps  | Ryan reviewed survey responses and encouraged discussion with members. In the discussion Elia mentioned that ESGVROP now offers an 18+ High School Diploma Program. Rocky discussed online vs. paper and pencil data and testing options and protocols. Questions regarding these processes in the Data Collection Survey need to be separated more specifically to ensure correct data.<br>The state has not yet mandated data reporting processes. Rocky stated the consortium cannot move forward in addressing data gaps until the state provides more information. Madelyn stated the importance of every district having access to TOPS Pro.  |
| 5. CCAE/CAEAA AEBG Meeting Review  | The meeting included 30-40 people from around Southern CA. They participated in a questionnaire about data collection and discussed the results.<br>Virginia recommended the following resource: <a href="http://www.ccaestate.org/aebg-resources/">http://www.ccaestate.org/aebg-resources/</a><br>Enrique reported that the largest problem they encountered during the meeting was the varying definitions of terms used by different districts. The term “completer” was further discussed. Members did not have the same definition, and may have calculated completers differently in the last report. At the CCAE/CAEAA meeting some schools felt the need to under-report completers in order to leave room for improvement. Members felt this was going to hurt California funding.<br>Madelyn and Rocky discussed the AEBG Webinars, and the lack of information provided by the state. |
| 6. Marketing Efforts Update (consortium level) <ul style="list-style-type: none"> <li>Website update/domain name</li> <li>Post Card samples</li> </ul> | Ryan circulated postcards and brochures. Stephen Ori was suggested as a printing/mailing resource. Shorter domain name options were discussed. Rocky suggested MtSACRAE.edu. It is unclear if the consortium qualifies as eligible for a .edu domain, so consortium is purchasing MtSACRAE.org. Ryan showed sample websites to members. Madelyn recommended using consortium funds to hire a professional website company. Tami suggested Full Capacity Marketing.<br>Ryan is going to develop a consortium newsletter that can be circulated to members, teachers, and staff.  |
| 7. Member Updates  | NONE  |
| Other updates and topics   | “Adult Education Block Grant” as a title is problematic for schools, members want to see a change that incorporates “allocation” into the title.<br>Rocky discussed the new adult education charter school programs, and the state’s response to concerns from CA consortia members. The state has not done anything to regulate charter school adult education.<br>Ryan discussed a study showing that CASAS and GED scores are highly correlated and the need for us to align CASAS with student progress.<br>Enrique reminded members to attend the ACSA Regional meeting: Thursday October 13th, at Hacienda-La Puente (Willow): 12:00-1:00pm Lunch; 1:00-3:00pm Meeting.<br>Ryan reminded members to encourage their staff to attend workgroup meetings.<br>Madelyn asked consortium to tell managers when their staff do not attend.  |
| Adjourn  | A motion was made by Albert Michel at 4:01pm to adjourn the meeting, seconded by Madelyn Arballo.   |

Registration for Fall Conference due on Monday, October 17.

**Next meeting:** Monday, November 7, 2:00, Mt. San Antonio College, Bldg 40, Rm 146