



# Steering Committee

## Meeting Minutes - Approved Monday, February 24, 2020

1:00-3:00 pm  
Mt. San Antonio College, Bldg. 40, Rm 126

<b>Baldwin Park</b> <input checked="" type="checkbox"/> Veronica Valenzuela	<b>Charter Oak</b> <input checked="" type="checkbox"/> Ivan Ayro <input type="checkbox"/> Debra Black	<b>Mt. SAC</b> <input checked="" type="checkbox"/> Madelyn Arballo <input checked="" type="checkbox"/> Tami Pearson	<b>Consortium</b> <input checked="" type="checkbox"/> Ryan Whetstone <input checked="" type="checkbox"/> Ana Ramos  <b>Partners/guests present:</b> <input checked="" type="checkbox"/> Noelle D'Ingillo, C-VUSD
<b>Bassett</b> <input checked="" type="checkbox"/> Albert Michel	<b>Covina-Valley</b> <input checked="" type="checkbox"/> Virginia España	<b>Pomona</b> <input type="checkbox"/> Enrique Medina <input checked="" type="checkbox"/> Miguel Hurtado	
<b>ESGVROP</b> <input type="checkbox"/> Leticia Covarrubias	<b>Hacienda-La Puente</b> <input checked="" type="checkbox"/> Gregory Buckner <input checked="" type="checkbox"/> Micah Goins	<b>Rowland</b> <input type="checkbox"/> Rocky Bettar	

Welcome & Agenda Check Public Comment Approval of Minutes for <b>12/16/19</b>	Called to order: <b>1:10 pm</b> No public comment Approval of minutes motioned by Tami Pearson and seconded by Virginia Espana. Unanimously approved.
1. Fiscal Update	<p>Madelyn Arballo provided a fiscal update. She stated that, unofficially per CAEP, all members should receive the 2.9% COLA. There were no concerns regarding the allocation at this time. She also mention the consortium-only fund spending remained within budget and have about a 6 month carryover at this time. It was shared that the Los Angeles Consortium is considering a new per-pupil funding model. She asked if anyone had questions. There were none. Madelyn also shared the need for two positions. The first, an adjunct counselor dedicated exclusively to consortium member schools to provide college information and support for students interested in transitioning to the college (approximately \$60K). We are looking at the Inland Consortium as a model as several hundred students from local adult schools have completed programs and shifted to college programs. The second is a Data analyst that would serve to support schools with data reporting and the new area of collection of transitional data (\$40/hr part-time). The positions would be annual and if the members determine they are no longer viable or desired, can close at the end of a year. Consortium monies are available to support positions due to vacated positions by Lila Manyweather and Wanda Pyle. Madelyn suggested we wait to see job descriptions to make final decisions.</p>
2. Adult Education /Census Update	<p>Ryan Whetstone shared key points from the 2019-20 California Adult Educators Administrators Association (CAEAA) Conference held in Sacramento. He stated over 150 AE leaders attended from across the state along with Neil Kelly and Carolyn Zachary. The group has established a political action committee in collaboration with the California Council for Adult Educators (CCAEE). Supporting adult student completion of the 2020 Census as well as accessing related employment opportunities. CASAS has established COAPP (54.1) to support census effort and extensive instructional materials developed by LAUSD are available. Ryan has all presentations and will send upon request.</p> <ul style="list-style-type: none"> <li>- Governor's budget 20-21 CC Cola 2.9%</li> <li>- Carolyn Zachary - legislative priorities and WIOA II related issues</li> <li>- Neil Kelly - CAEP statewide trends including information on students served and cost per student</li> <li>- Steven Curriel - Education Code cleanup to update for the CAEP era.</li> <li>- There was a collective presentation on exemplary CTE efforts</li> <li>- Census 2020 presentation by John Werner</li> </ul>
3. Data Update	<p>Ryan shared a summary of The 2019-20 2<sup>nd</sup> Quarter CASAS submission based the Data Integrity Report. The report reflected summary enrollments, select DIR items focused on year to date completions, and hours. Ryan noted that</p>

	<p>enrollment numbers look much lower than final enrollment for 2018-19 however, this is not certain. Tami Pearson suggestion adding a comparison numbers from last year to better analysis. Launchboard data for 2018-19 expected during March 2020. He encouraged members to monitor this and notify them if numbers appear off. He also suggested members continue focus on retention and persistence.</p>
<p>4. Event updates</p>	<p>Meeting with Inland Consortium Director and Transition Counselors – 2/6/2020 @ Mt. SAC– Ryan, Tami Pearson and Naomi Avila, Mt. SAC School of Continuing Education counselor met for an in-depth discussion regarding their transitional program from adult schools to the community colleges. Over 400 students have successfully transitioned. The consortiums serves just over 9,000 students annually.</p> <p>Mt. SAC / Consortium Adult Career Fair, February 7, 2020 @ Mt. SAC. - Ryan thanked all members for supporting participation in the planning (via the CTE workgroup) and day activities, including facilitation of workshops and hosting information tables. Shelly Laddusaw, Mt. SAC School of Continuing Education and Zelda Bolden, Mt. SAC Career Services were the primary coordinators of the event. Mt. SAC President William Scroggins welcomed attendees along with other campus dignitaries. Preliminary counts over 450 attended the event with 79 registered from adult schools. Over 60 employers attended the event.</p> <p>UPCOMING</p> <ul style="list-style-type: none"> <li>• Partner Breakfast – <b>March 13, 2020</b> Thanks to Charter Oak for hosting it. Focus on support for mental health, homeless, adults with disabilities, formerly incarcerated along with a tight connection to AJCCs. Will hold at Charter Oak Adult.</li> <li>• Consortium Conference - <b>March 24, 2020</b> – 2020 the Year of Clarity –Workshops – Census support and LAUSD Instructional materials, Universal Design Learning, Training from the Back of The Room, CTE -New World of Work – Moving Forward, Transition to Success – Interactive session (counselor focus) with Inland Consortium. Ryan will send calendar invites.</li> <li>• 3<sup>rd</sup> Annual - Mt. SAC Adult Day -<b>April 2, 2020</b> — Our annual events focusing on transition to the college for interested students. Naomi Avila is coordinating with Ryan, featuring counseling, financial aid, and department tours and presentations including Business technology and Medical programs. Ryan will also arrange bus transportation for schools to the event.</li> <li>• Adults with Disabilities /Older Adults – Employer Roundtable (NEW EVENT) to discuss advantages and nuances of working with these populations</li> </ul>
<p>5. Professional Development Update</p>	<p>-Ryan thanked Veronica Valenzuela for hosting the five series of ESL Professional Development –The last session of our series offered this year was held 2/17/20. Ryan will give a final report at the next meeting summarizing attendance, feedback, etc.</p>
<p>7. Updates</p>	<p><b><u>Events/Conferences</u></b></p> <ul style="list-style-type: none"> <li>• CCAE State Conference – April 23-25, 2020 Sacramento</li> <li>• OTAN Technology &amp; Distance Learning Symposium - March 6-7, 2020 Sacramento</li> <li>• COABE – Coalition on Adult Basic Education Conference – April 5-8, 2020 Baltimore, MD</li> </ul> <p><b><u>Member Roundtable Update</u></b></p> <ul style="list-style-type: none"> <li>• Albert mentioned there are three programs in his school that have been approved</li> <li>• Miguel shared a save a date for April 9, 2020, for Pomona Adult School 85 years anniversary</li> <li>• Madelyn shared there will be a Noncredit Articulation Workshop for partners on March 27, 2020, at Quiet Cannon in Montebello. Focusing on building CTE, noncredit, and adult education articulation agreements.</li> <li>• Madelyn mentioned that the next SC meeting will be on March 16th - Members can request to attend their alternates due to LA County MOU WIOA event on March 16th. (same date)</li> </ul>
<p>10. Adjourned</p>	<p><b>2:19 pm</b></p>