



AEBG Advisory Committee Meeting Minutes

DATE: OCTOBER 5, 2016

TIME 2:00 – 4:00 PM

LOCATION: CVA ROOM 101

NOTE TAKER	Melissa Torres			
CO-CHAIRS	Mia McClellan	Rudy Kastelic		
ATTENDEES:	Tiffany Bouchard	Sara Garcia-Salgado	Mary Murphy	Phyllis Sensening
	Susan Brenner	Kevin McClelland	Jenny Nominni	
	Michelle Dullea	Mark Meadows	Joy Reyes	
	Diane Edwards	Virginia Mendoza	Crystal Robinson	
HANDOUT(S)	September 7, 2016 Meeting Minutes South Bay AEBG Data & Accountability Budget AEBG Allocation Forms AEBG Data & Accountability 16-17 CUSD-SWC MOU AEBG Data & Accountability 16-17 SUHSD-SWC MOU Noncredit Grant Funding Crosswalk			
DISCUSSION / INFORMATION	<ul style="list-style-type: none"> • Welcome and Introductions – Mia and Rudy • Approval of Minutes – Mia called for the review of minutes. Adoption of Minutes: September 7, 2016 – APPROVED with one correction. • Agenda item 1 – Marketing Update: The consortium now has a Facebook Page. The purpose of the page is for students to like us. Our page will promote new courses, provide enrollment information, send registration reminders, promote upcoming events and list student successes. The post card and website are still under construction. • Agenda item 2 – Consortium Activities: Diane gave an update on the Introduction to SWC event funded by SSSP. Timing has been a challenge due to SUHSD going on Fall Break. SWC is thinking of postponing the tour to November 1 and reduce it to a single trip. Might be able to serve 100 students. Sara will arrange follow up activity which is a six-hour course that will come after the tour titled Retraining Readiness. Students will learn goal setting, note taking, time management skills and transitioning from adult education to SWC. CUSD students will be invited to attend the course as well. Rudy asked what can SUHSD do to keep the tour as scheduled for October 11? SWC needs number of students confirmed for food services. SUHSD transportation has been arranged for October 11. SWC and SUHSD members will meet after this meeting to discuss this issue further. <p>Professional Development Adults with Disabilities: There will be a series of six. The first one took place September 16, the next one is Friday, October 14. The topics include mental health, what if classroom scenarios, de-escalation techniques. Flyer will be sent out soon.</p> <ul style="list-style-type: none"> • Agenda item 3 – Super Region Update: AEBG Summit is coming up as well as the ACSA Conference. At the last super region meeting on 9/13/16 it was decided by all to speak with one voice on AEBG difficult issues. The next meeting is October 11, 2016. • Agenda item 4 – Deliverables: Data & Accountability Report: At our previous meetings we've discussed how we want to spend the money and at the last meeting we came up with a plan on how to spend the money. The next step was to fill out the report based on the plan. Crystal presented the Budget Plan that Phyllis put together based on the Advisory Committee's ideas discussed. The guidance states that the 4% indirect goes to the fiscal agent. In the deliverable 			

	<p>the plan goes into budget detail broken down by object code. Since SWC is fiscal agent, SWC figures are broken down by object code but SUHSD and CUSD goes in to the 5000 object code. The statement of work annual plan are our ideas broken out into the three objectives which are 1) Respond to the short term data reporting needs required by AB104. 2) Foster regional and local system integration efforts pertaining to assessment and intake of adults. 3) Support data and sharing efforts to bolster performance accountability and program evaluation while leveraging broader statewide efforts to build a federated and aligned workforce and education. There are MOU's to go along with these funds. Phyllis reviewed and made changes to them. Phyllis added the allocation number, added that the agreement will commence on July 1, 2016 and conclude on January 31, 2018, the scope of work was added, changed the amount to reflect the indirect cost and changed the Member District Responsibilities. Mia suggested to remove the date of disbursement.</p> <ul style="list-style-type: none"> • Agenda item 5 – CDC Items: A November CDC meeting needs to be held to approve the Data and Accountability Plan. Crystal will meet individually with each CDC board member to review the plan the week before the CDC meeting. • Agenda item 6 – Other: Gabriel Martinez the Supervisor of Academics from Donovan wants to partner with our consortium. He would like to meet and discuss inmates being released from Donovan taking personal enrichments courses. Some inmates have disabilities. A meeting will be set up between members of our consortium and Gabriel Martinez to discuss this further. <p>Southern California Regional Meeting: Crystal shared that everyone was asked to bring their 15-16 student data and expenditures. No one spent all their 15-16 funds due to receiving the funding late. Everyone seemed to be on the same page. Out of \$160 million only \$100 million were spent. Everyone had problems with definitions for completers, enrollment, etc...</p> <p>Crystal presented the Noncredit Grant Fundamentals Crosswalk handout.</p> <p>Website: We have to pay for web posting, the best deal out there is GoDaddy. It will cost \$179 for three years and will be a separate charge. Crystal asked the committee members if they all agree to pay this additional charge and they said yes.</p>
	<p>Meeting adjourned at 3:08 p.m.</p>

SUHSD to host October 26, 2016.

