



## AEBG Advisory Committee Meeting Minutes

DATE: MARCH 7, 2018

TIME 2:30 – 4:00 PM

LOCATION: SWC L246

<b>NOTE TAKER</b>	Melissa Torres			
<b>CO-CHAIRS</b>	Dr. Ryan Burke			
	Michelle Dullea	Jessica Noel	Shane Schmeichel	
	Diane Edwards	Dan Perusich	Carol Stuardo	
	Fabiola Epperly	Crystal Robinson		
<b>HANDOUT(S)</b>	February 7, 2018 Meeting Minutes AEBG Demographic Summary			
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• <b>Welcome and Introductions</b></li> <li>• <b>Public Comment</b> – None</li> <li>• <b>Approval of Minutes</b> – Crystal called for the review of minutes. Adoption of Minutes: February 7, 2018 – APPROVED with no correction.</li> <li>• <b>Agenda Item 1 – Data:</b> <ul style="list-style-type: none"> <li>A) Consortium Manager Reports - report on consortium demographic summary paired up and looked at data report.</li> <li>SWC has started CASAS testing students.</li> <li>In 18-19 community college will not be using TOPs. Launchboard will be used to see and compare consortium level data.</li> <li>AEBG 16-17 data is being reviewed at the state level, especially barriers.</li> </ul> </li> <li>• <b>Agenda Item 2 – Debrief:</b> <ul style="list-style-type: none"> <li>A) Union Meeting – took place on March 9, 2018. There was representation from all four adult school sites, SWC faculty and union representatives from each district. We still have a lot of work to do when it comes to understanding the basis of AEBG and the works of the consortium. By the end of the meeting it seemed representatives got a handle on what the consortium is doing. It is important for the members to understand everyone’s processes.</li> <li>B) Field Team – first meeting took place on March 6, 2018 in Sacramento. There are five different teams. There is San Diego representation on each team. Field teams will provide recommendations/guidance and best practices on how to better collaborate as consortia. During the first meetings some of the issues discussed were roadblocks and mixed messages from the states. The teams will meet quarterly.</li> </ul> </li> <li>• <b>Agenda Item 3 – Marketing:</b> <ul style="list-style-type: none"> <li>Next week we are putting out a survey to be completed by students through survey monkey. SWC – will have their ESL students fill out hard copy of the survey. At SUHSD almost all students will be surveyed.</li> </ul> </li> </ul>			

Cook + Schmid is finalizing the questions. Surveys will be in English and Spanish. Through the results we will be able to evaluate marketing for the future.

After survey, Cook + Schmid will select 10 students from each district and have face to face focus groups to have a more in depth conversation.

Expect to have the survey close in April and do focus groups the beginning of May.

- **Agenda Item 4 – Consortium Planning:**

Remainder of 17-18:

4/12 – SUHSD PLC, will include consortium members. The purpose of the PLC is to create a new mission and vision statement for adult education.

4/27 Internal SBAEC Summit at SWC. It will provide an opportunity to have discussions, ask questions to understand and build relationships. Diane is working on getting the details.

- **Agenda Item 5 – CDC Meeting:**

Our next CDC meeting will take place on April 25, 2018 at Coronado Unified School District. The purpose of the meeting is to determine 18-19 Fiscal Agent and funding. At our April 4 & 18 Advisory Committee Meetings, we will discuss a unified recommendation to the CDC. CFAD is due to state May 2, 2018.

Meeting adjourned at 3:53 p.m.

