

EC MEMBERS PRESENT\*: Margie Abab, SCE; Joanne Armstrong, SCE; **Carrie Bisgard, PYLUSD**; Gail Kairis, NOCROP; Jorge Gamboa, SCE; Jei Garlitos, AUHSD; Raine Hambly, SCE; **Sandi Layana, FJUHS**; Julie Ornelas-Smith, AUHSD; **Valentina Purtell, NOCCCD**; José Ramón Núñez, FC; **Cynthia Vasquez Petit, AUHSD**

EC MEMBERS ABSENT\*: Santanu Bandyopadhyay, CC; Araceli Chaves, AUHSD; Adam Gottdank, SCE; **Gail Kairis, NOCROP**; Anna Lopez, FJUHS; **Mary Lou Vachet, OCDOE**; **Dana Lynch, NOCROP**; José Ramón Núñez, FC; **Heidi Olshan, LAUSD**; **Linda Skipper, NOCROP**; **Connie Van Luit, GGUSD**; **Cynthia Vasquez Petit, AUHSD**; **Steve Zamora, FJUHS**

\*Bold text denotes Board-Approved Designees and/or Alternatives who officially voted

ADDITIONAL WG MEMBERS PRESENT: N/A

NOCRC STAFF PRESENT (WG): Jesse Crete (Proj. Lead); Kerrie Cornell (ESL); Paulina Pina Garcia (Proj. Lead); Joelle Haptonstall (DSS); Kenneth Kiselbach (Workforce Dev.); Esther Landin (Workforce Dev.); Hilda Rivera (ESL); Christina Ryan Rodriguez (CTE); Erin Sherard (SASS); Ivan Stanojkovic (ESL)

GUESTS PRESENT INVITED BY NOCRC: N/A

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- I. Welcome
  - a. Approve March 23<sup>rd</sup> Meeting Minutes
    - i. Approved
- II. Consortium Updates
  - a. Partner's Breakfast was on April 7<sup>th</sup>
  - b. Data Collection/Allocation Work Plan
  - c. NOCRC Budget
  - d. NOCRC Office Expansion Update
    - i. Met with SunCoast Architects and was given a draft addendum
      1. Waiting on more info to move forward with RFA
  - e. Next month's Executive Committee Meeting has been moved to Thursday, May 25<sup>th</sup>

- III. Valentina
  - a. AEBG Funds to Offset the Cost for Existing Position
    - i. Discussion
      - 1. Include job description as an attachment
      - 2. Valentina proposes it go into effect 2018/2019
      - 3. How many people are considering to use per Workgroup?
      - 4. Initiated by a member of NOCRC but vetted through a relevant workgroup whose strategy will be cited in the request
      - 5. How would we handle members who are helping with multiple workgroups?
      - 6. What would the cap look like per member?
    - ii. Brainstorm between now and June Exec Meeting
  - b. AEBG Planning Timeline
    - i. Jesse will email the timeline out to the workgroups for discussion topics for the June meeting
  
- IV. NOCRC Governance
  - a. CFAD – VOTE
    - i. Vote to continue with CFAD as is, correct on a case by case basis
      - 1. Approved
  - b. Bylaws Update
    - i. First meeting attended
    - ii. Jesse will be sending out current bylaws - Was unable to make the Tuesday deadline
  
- V. Workgroup 2017-18 Proposed Strategy DRAFTS\*
  - a. Project Lead
    - i. Research Strategy
      - 1. Increased mileage and subscription
    - ii. Create a new strategy for Data Collection

1. Maybe regroup after the 3<sup>rd</sup> quarter to see the collection that's been collected
  2. Keep the plan the same and re-evaluate as we get more info
  3. Include Jorge and Katalin in discussion? Follow up discussion
- b. CTE/Combined Workgroup (Raine)
- i. Outreach/Pathways
    1. PD events, 34 faculty trained
    2. Major changes:
      - a. Changing PE from Research to Externship development
      - b. Need help for testing
    3. Gail Kairis from ROP – Suggest to create proposal and submit to CTE workgroup
  - ii. Re-Entry Computer Class
    1. Professional Expert to support all aspects of strategy and classroom student success and data collection
    2. Want to partner with One Stop center to offer to upgrade lab computers
    3. PD for faculty to be prepared for the new software
    4. 5 students have obtained jobs
  - iii. Workforce Development & Career Pathways
    1. Hire up to 6 Career Pathways Specialists to cover the entire 2017-2018 program year
    2. Esther Correction – Computers - \$14k should be \$12
    3. Question
      - a. Career Pathways Spec - Courses supported by AEBG – Could we possibly expand
  - iv. Combined Workgroup – IBEST
    1. Will be hiring a FT I-Best Student Success Co-Instructor
    2. Hire a SPC to serve as an “I-BEST Navigator” to support students and faculty
    3. Create a grant funded curriculum for medical assistant - hire Student Success Co-Instructor to

- v. Were able to train 8 new I-Best instructors at PD trip
- c. COMBINDED WG
  - i. Vehicle Strategy Proposal
    - 1. Vote on planning
      - a. Will put forward an amendment at a later time
- d. Basic Skills
  - i. SCE On-Site Lab Direct Instruction Strategy
    - 1. Workshop on the 24<sup>th</sup>
  - ii. Will not continue with Wilshire.
    - 1. Will use the proposal to continue with the same project at Anaheim
  - iii. Gilbert South
    - 1. Additional tutors
    - 2. Make sure it includes Benefits
  - iv. El Camino
    - 1. WG voted to keep for one final year to see how attendance goes
- v. TutorLingo Online Tutor training
  - 1. As of today 4/20 has been purchased
  - 2. Put forward a SPM for a BASIC SKILLS workgroup
    - a. Should we write a new proposal for this or incorporate into other strategies?
      - i. Jesse will put into a proposal and send it out
- e. DSS - Includes one voting item for 2016-17 strategy & budget
  - i. Need to consider mileage, Surface pros, etc
  - ii. Add what was removed from the strategies
  - iii. DSS Counseling Strategy
    - 1. Motion to add two additional DSS Counselors (not asking for New monies, but rather to hire additional positions within the existing DSS Counseling strategy and budget)
    - 2. Approved

3. Additional counselors – Submit as needing 11
  - a. Working with Seniors and Adult Ed
- iv. DSS Strategies to respond to regional needs
  1. Should be separated into two lines – Professional development (Services providing vs conference budget)
  2. Look at separating PD they support vs general DSS conference
- f. SASS
  - i. 175 participants. Average 29 students per class. One PD event – 53 participants.  
Saving 19k since last year
- g. ESL
  - i. Liaison Strategy
    1. Need to clarify Hospitality fund
  - ii. Strategy Proposals
    1. ESL Course Alignment
    2. Upper Level ESL Distance Learning
      - a. Valentina – Is there a way to leverage recourses. Can Carlos team up with other workgroups.
        - i. Collecting FTS
    3. Amount – Revise FT Faculty rate

Upcoming EC Meetings: (NOCRC Offices: 505 N Euclid, Suite 200, Anaheim)

**Thursday, May 25<sup>th</sup> 1:30 p.m. to 3:30 p.m. \*\*\***

Thursday, June 15<sup>th</sup> 1:30 p.m. to 3:30 p.m.

Thursday, July 20<sup>th</sup> 1:30 p.m. to 3:30 p.m.

*(Note: **Bold** dates denote EC meetings where we will vote on State required deliverables)*