

EC MEMBERS PRESENT*: Margie Abab, NOCE; Joanne Armstrong, NOCE; **Carrie Bisgard, PYLUSD**; Ranae Bryant, AUHSD; **Joyce Carrigan, NOCCCD**; Araceli Chavez, AUHSD; **Jei Garlitos, AUHSD**; Katalin Gyurindak, NOCE; **Gail Kairis, NOCROP**; **Sandi Layana, FJUHSD**; **Heidi Olshan, LAUSD**; Julie Ornelas-Smith, AUHSD; **Valentina Purtell, NOCCCD**

EC MEMBERS ABSENT*: Santanu Bandyopadhyay, CC; Adam Gottdank, NOCE; Raine Hambly, NOCE; Anna Lopez, FJUHSD; **Mary Lou Vachet, OCDOE**; **Dana Lynch, NOCROP**; José Ramón Núñez, FC; **Linda Skipper, NOCROP**; **Connie Van Luit, GGUSD**; **Steve Zamora, FJUHSD**;

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

ADDITIONAL WG MEMBERS PRESENT: N/A

NOCRC STAFF PRESENT (WG): Kerrie Cornell (ESL); Jesse Crete (Proj. Lead); Joelle Haptonstall (DSS); Esther Landin (Workforce Dev); Erin Sherard (SASS); Ivan Stanojkovic (ESL); Jennifer Robles (BS)

GUESTS PRESENT INVITED BY NOCRC: Karen Bautista, NOCE; Stephanie Paramore, NOCE

I. Welcome

- a. Approve September 21st Meeting Minutes
 - i. Gail Kairis motioned to approve, Valentina Purtell seconds
 1. VOTE PASSED

II. Consortium Updates

a. **NOCRC Office Expansion Update**

- i. Waiting on cost for floor to ceiling windows on each office
 1. Jesse will call and set up a meeting with the property manager and will provide an update once she has more information

b. **AEBG Director Position Update – Valentina**

- i. Hiring Committee Chair recommended increasing the 1st round hiring committee from 5 to 8 members:
 1. 8 members include: Hiring Committee Chair, FT Faculty, FT Classified CSEA Member, 2 Managers, Counselor (FT or Adjunct)/SSSP Rep (Manager, Faculty, or Classified), Community Partner (Executive Committee Member), Manager with technology expertise
 - a. As well as an EO representative for compliance purposes
 - b. There is already an approved EC Member on both the first and second round hiring committee.
 2. Executive Committee stated the importance of having NOCRC Members/Team Members on the committee in as many positions as possible
 - a. i.e., SSSP representative, classified, faculty, managers, etc...

3. Ivan asked if an NOCRC Special Projects Manager could be considered for one of the “2 Managers”
 - a. Answer was yes
 - i. Erin volunteered to be the FT Faculty member since she’s the only NOCRC FT Faculty member. She said she’d already emailed Academic Senate President
 - ii. Timeline for the hiring process
 - b. Position will be flown once the committee has been formed (and approved by HR) and all members have received training
 - c. Position will be flown for 6 weeks
 - iii. Vote to expand the NOCRC Director position hiring committee to 8 people to include the positions listed
 - d. Carrie Bisgard motioned to approve, Sandi Layana seconds
 - i. VOTE PASSED
- c. **NOCRC Budget**
 - i. Last month we completed our first year’s funding (2015-16, Fund 17166)
 1. Currently the 2015-16 budget shows negative \$108,327, however it will be transferred over to the second year (2016-17, Fund 17167)
 - ii. We currently have about \$7M left
 - iii. Data allocation funding
 1. Approx. \$400k remaining.
 2. One project management tool software being considered is Clockwork
 - a. Cal State Fullerton currently uses it and we will connect with them in January to see if it’s a tool we can use
- d. **AEBG Data & Accountability Update/Policy Changes**
 - i. No changes as of last meeting
 - ii. Jesse met with a small NOCE group comprised of those impacted/responsible for NOCRC data collection and discussed this transition year
 - iii. NOCCCD IS Director, Deborah Ludford was invited to participate in the statewide AEBG MIS Workgroup
- e. **AEBG Transformational Leadership Summit Report**
 - i. Jesse attended Thursday and Friday of the previous week in Sacramento
 - ii. This year they did not have the regular AEBG summit in October, instead had the consortium chairs together to talk about the future of AEBG
 - iii. Jesse will be sending out the CLASP Tables handed out and recommends everyone to read over it
 - iv. Jesse was part of the field panel discussion to talk about innovations, partnerships in planning, etc.
 1. Regional Comprehensive Plan, framework of program areas, and objectives were discussed

- v. The Field asked the state for an expansion on the 3-year plan, to June 2019, in order to allow the Field Team Members to come together and create guidelines and to give consortia time to put the plan together without affecting current implementation
 - 1. State responded saying they like the idea and will look into it
- vi. Educate and Elevate campaign video was launched and caused discussion because the students didn't represent adult education/noncredit students
- vii. Regular AEBG Summit will be in January
- f. ***New World of Work***
 - i. Did not have time to discuss New World of Work
- g. ***Misc – Special Session Executive Committee Meeting***
 - i. Jesse planned on setting up a special meeting to discuss staffing and positions but she was unable to schedule it
 - ii. Will bring it up at a later meeting

III. NOCE AEBG Budget Requests for 2017-18

- a. MIS Analyst (on hold)
 - i. Would like to go over funding
 - ii. Need to do more analysis to see if the unmet need will go down
 - iii. Want to put on hold until the next meeting - Hope to bring it back in November
- b. SSSP Special Projects Manager
 - i. Two requests
 - a. 2018-19 Year: Given to WGs to discuss – Data Collection & Counselors (VOTED NO By Workgroups)
 - 1. Data Collection - CWG voted it down, because we will no longer use TE in 2018-19
 - 2. Counselors - ESL WG voted down after receiving feedback from their questions to SSSP Director, Stephanie Paramore, regarding specifics of the position because the responsibilities are duplicative with what Ivan is already doing
 - b. 2017-18 Year
 - 1. Data Collection
 - i. Members asked if the data collectors could report to Jesse
 - ii. Jesse says she can handle the additional management
 - 2. Counselors
 - i. Previously there has been five counselors reporting to Stephanie for whom NOCE received SSSP funding
 - a. 2 at the High School Diploma Off-Site labs
 - b. 3 for Off-Site ESL (only 1 currently working)
 - ii. EC would like to have the Data Collectors report to Jesse, 3 ESL Counselors report to Ivan, and the 2 HSDP Off-Site Lab counselors report to Stephanie (since NOCE receives SSSP funding for their work)
 - 1. Transition plan to start Monday, October 23rd

- iii. Vote to approve the SSSP Manager 2017-18 position
 - 1. Valentina Purtell motioned to approve, Araceli Chavez seconds
 - 2. None in favor, all apposed
 - a. VOTE DOES NOT PASS

IV. Workgroup 2017-18 Proposed Strategies

a. ESL

- i. Babysitting is being utilized more than in previous years
 - 1. Average attendance is about 22 for offsite classes, and about 6 students utilizing babysitting with around 10 children
- ii. Counseling
 - 1. Raquel had to take early maternity leave
 - 2. Due to counselor Raquel Michel's early leave there is only one counselor, Angel Torres, available. The WG is working with his schedule to best utilize his time
 - 3. ESL WG came to an agreement to hire an additional counselor
 - 4. Will be meeting with Stephanie on Monday, October 23rd to discuss the hiring committee
- iii. Katalin reports that the NOCE ESL is going strong and none of the offsite classes have been cancelled yet

b. SASS

- i. Parenting the L&L Way class attendance is 37 to 40 per session
- ii. 2 New Adjunct Faculty were hired
- iii. Curriculum development's first round of edits have been completed and they are in the final stages
- iv. Filming November 30, December 1, and December 2.
 - 1. First location will be at a home site and the December 2 will be at Chris Elementary
 - 2. AI - If anyone is interested in being in the film, please contact Erin Sherard
- v. Disability support content is more robust than originally thought. In order to create four fully contained modules that will be tacked onto the Love & Logic course, hope to capture more video content
 - 1. Vote to approve SASS WG request of an additional day of vignette filming for Love & Logic Disability curriculum in the amount of \$7,350
 - a. Valentina Purtell moves to approve, Heidi Olshan seconds
 - i. VOTE PASSES
- vi. Currently screening for SASS WG Special Projects Manager

c. Basic Skills

- i. Tutors have been training with TutorLingo
- ii. Waiting to hear from Fullerton and Cypress College representatives to see who will join the workgroup
- iii. Heidi will be replaced

d. CTE/CWG

- i. Jane Jepson, CTE Counselor came from Cypress College to the WG meeting

- ii. NOCROP presented where they needed support
 - 1. Will be reaching out to Raine, Martha and Valentina to figure out Ed Code issues regarding request
- iii. EMSI – Fullerton recently revised
 - 1. Jesse will hope to get info out by next meeting
- iv. Have been providing the \$kills to Pay the Bill\$ Workshops
- v. NOCE will be putting on a Career Fair – November 15th
 - 1. Career Pathways Specialists will use the info sessions to introduce students to NOCRC as well as drive them to the November 15th event
- vi. I-BEST - Raine is working on the FT Faculty position, which will be categorially funded
 - 1. Will keep everyone updated as process proceeds
- e. **DSS**
 - i. Transition Counselors - 30 new referrals as of last week
 - 1. Student attendance has increased since last year
 - ii. ARISE LAB - Offering students beginning-of-day and end-of-day relaxation groups
 - iii. Professional Development event at Anaheim Union HS District
 - iv. CAPED - Adam and Denise are leading table conversations with other AEBG Consortia to talk about what they're doing in their region
 - v. Community Conversation Breakfast is being organized for early next year
 - vi. Mental Health Adjunct Counselor - identified two candidates

V. Member Updates

- a. Fullerton
 - i. New facilities and upgrades at the district
- b. Anaheim
 - i. Great meeting with NOCE staff and Superintendents, Academic Officer
 - ii. Promoting babysitting
 - iii. Kelly presented to counselors about the Off-Site labs, seeing increase in referrals
- c. PYLUSD
 - i. Working on MTSS Grant planning and inventory which will tie into some of the support from the consortia
- d. Los Alamitos
 - i. Great proposal E-Prize coming from Chapman University for partnership between charter and public schools
 - 1. Los Al partnered with Magnolia High School and Western Youth
 - 2. Proposal for underserved students
- e. ROP
 - i. Currently has 63 courses
 - ii. Working with Fullerton on articulation agreement with auto, as well as something similar with Cypress college for Medical
- f. NOCCCD
 - i. Heading into round two of regional level for Strong Workforce

- ii. North Orange is waiting for proposals from the three colleges to make sure we come into the allocated funding
- iii. NOCE
 - 1. Yesterday's meeting with AUHSD leadership was inspirational
 - 2. Saturday is the 2nd Annual Harvesting Opportunities Fair
 - 3. District is working hard on developing the NOCCCD Promise Program
 - a. Link between community colleges and K-12 partners to where eligible students are getting financial help when they enter the college
 - b. Aiming to have first year of college free at Cypress or Fullerton
 - c. Soliciting private donations
 - d. Any NOCE high schools diploma graduate will be eligible for that program

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

Thursday, November 16th 1:30 p.m. to 3:30 p.m.

Thursday, December 21st 1:30 p.m. to 3:30 p.m.

Thursday, January 18th 1:30 p.m. to 3:30 p.m.

Thursday, February 15th 1:30 p.m. to 3:30 p.m.

Thursday, March 15th 1:30 p.m. to 3:30 p.m.

Thursday, April 19th 1:30 p.m. to 3:30 p.m. (*Draft 2017-18 Strategies & Budgets Presented*)

Thursday, May 17th 1:30 p.m. to 3:30 p.m. (*Vote 2017-18 Strategies & Budgets*)

Thursday, June 21st 1:30 p.m. to 3:30 p.m.