



## San Diego Adult Education Regional Consortium (SDAERC)

**Date:** November 29, 2021

**Time:** 3:00-4:30

**Location:** Online Zoom

**Teleconference Access:** <https://cccconfer.zoom.us/j/93418750497?pwd=dEVPVEN1YIVNZ3ZaT3pZSzlZnJFzd09>

Agenda Item	
<p><b>1. Call to Order</b></p>	<p><b>Call to order at 3:03pm</b></p> <p><b>Members Present:</b></p> <ol style="list-style-type: none"> <li>Michelle Fischthal, SDCCE</li> <li>Leah Gualtieri, SDCCE</li> <li>Edith Quintero, SDCCE</li> <li>Monica Rosas, SDUSD (<i>proxy for Megan Johnson, SDUSD</i>)</li> <li>Nate Sachdeva, SDUSD</li> <li>Kirsley Tate, SDUSD</li> <li>Sarah Vielma, SDUSD</li> </ol> <p><b>Members Absent:</b></p> <ol style="list-style-type: none"> <li>Lorie Crosby Howell, SDCCE</li> <li>Megan Johnson, SDUSD</li> </ol> <p><b>Guests:</b></p> <ol style="list-style-type: none"> <li>Alex Berry, SDCCE</li> <li>Laurie Cozzolino, SDCCE</li> <li>Margie de Ruyter, SDCOE</li> <li>Kay Faulconer Boger, SDCCE</li> <li>Michelle Gray, SDCCE</li> <li>Kelly Henwood, SDCCE</li> <li>Chinazom Iwuaba, SDCCE</li> <li>Veleka Iwuaba, SDCCE</li> <li>Stephanie Lewis, SDCCE</li> <li>Jessica Luedtke, SDCCE</li> <li>Eric Miller, SDCCE</li> <li>Valeria Ramirez, SDCCE</li> <li>River Shaw, SDCCE</li> <li>Diana Vera-Alba, SDCCE</li> </ol>
<p><b>2. Adoption of Agenda &amp; Selection of Chair</b></p>	<p><b>Adoption of Agenda</b></p> <p>Discussion: None</p> <p>Motion: Michelle Fischthal</p> <p>Second: Kirsley Tate</p> <p>Nays: None</p> <p>Abstentions: None</p>

	<p>Action: Approved</p> <p><b>Nate Sachdeva to Chair the Meeting</b></p> <p>Discussion: None</p> <p>Motion: Michelle Fischthal</p> <p>Second: Edith Quintero</p> <p>Nays: None</p> <p>Abstentions: None</p> <p>Action: Approved</p>
<b>3. Public Comment</b>	None
<p><b>4. Consent Items:</b></p> <p>a. Approval of Minutes: 9/30/21</p>	<p><b>Approval of Minutes from 9/30/21</b></p> <p>Discussion: None</p> <p>Motion: Michelle Fischthal</p> <p>Second: Edith Quintero</p> <p>Nays: None</p> <p>Abstentions: None</p> <p>Action: Approved</p>
<p><b>5. Action Items:</b></p> <p>a. PY 20/21 Final Program Area Reports</p>	<p><b>PY 20/21 Final Program Area Reports - Kelly Henwood, SDCCE</b></p> <p>This item regards annual program area reports that show total instruction hours and expenditures for the 2020-2021 program year. Henwood needed the leverage funds to compile these reports, and she only just received the funds the day before break. Therefore, the reports are not yet ready, and this item is tabled until next meeting.</p>
<p><b>6. Presentation Items:</b></p> <p>a. Strategic Planning</p> <p>-Data</p> <p>-Goal Setting</p> <p>b. Update on Annual Plan Goals</p>	<p><b>Strategic Planning - Kelly Henwood, SDCCE</b></p> <p>Every three years, the CAEP Consortium must make a three-year strategic plan. This is in addition to an annual plan. The next three-year plan is for 2022-2025. Having only two partners in our Consortium, our process for planning is more simplified than others. Henwood shares a slideshow regarding the plan's timeline (slideshow is located in the Consortium Google Drive). One thing changing at state level is that Neil Kelly, a longstanding CAEP advocate with lots of CAEP experience, is moving to the CA State Department of Education.</p> <p>CAEP's current step in the strategic planning timeline is looking at the data needs assessment. After that, CAEP will set goals and metrics for meeting those goals. In the past, CAEP has relied on anecdotal data rather than numerical metrics to determine whether goals were met. This will be the first year that CAEP uses numerical data to measure its achievements.</p> <p>The Consortium breaks into groups of two to spend ten minutes evaluating existing data on past performance - <a href="https://docs.google.com/spreadsheets/d/1QjvWZ1Lrhkh6dmhrRJLGLLO9rVZcFksnGGD8TTkFgHI/edit#gid=0">https://docs.google.com/spreadsheets/d/1QjvWZ1Lrhkh6dmhrRJLGLLO9rVZcFksnGGD8TTkFgHI/edit#gid=0</a>. Group's feedback is that it was a good exercise, but more time is needed to properly complete it. Henwood says that there is an upcoming Ad Hoc Strategic Planning Workgroup, date TBD.</p>

	<p><b>Update on Annual Plan Goals - Kelly Henwood, SDCCE, <i>proxy for Ron Flores, SDCCE</i></b></p> <p>The first step of the annual strategic plan is data assessment. CAEP needs to see trends of who is being served. Henwood shares a Data Dialogue Table that will help the Consortium properly interpret data - <a href="https://docs.google.com/spreadsheets/d/1cd6Bwbx-XunFD0F7hvSvI61zwxDDwKWB/edit#gid=641626741">https://docs.google.com/spreadsheets/d/1cd6Bwbx-XunFD0F7hvSvI61zwxDDwKWB/edit#gid=641626741</a>. Ron Flores ran the data through CASAS TOPSpro Enterprise, comparing data from SDCCE and SDUSD. Regional data can be found here: <a href="https://caladulthood.org/2021FactSheets">https://caladulthood.org/2021FactSheets</a>.</p> <p>Small groups break out to examine the trends of current service levels based on program demographics. Group noticed that 58% of the population that doesn't have a high school diploma is 40 years and older, but the data software does not allow further breakdown of that demographic by gender, ethnicity, and income. Miller would like to see ACS unemployment data for the past two years; Berry says this can be provided to Consortium members through their MZ subscription. This subscription also allows for filtering by the demographics previously mentioned. Group notes that current filtering on the California Adult Education website does not allow for filtering by multiple demographics. Veleka Iwuaba would also like to see long-term data showing how students fare in the future. Anyone who would like to discuss the data further should contact Henwood, Vera-Alba, Flores, and Rosas.</p>
<p><b>7. Discussion Items:</b></p> <ul style="list-style-type: none"> <li>a. Gateway to College Recruitment</li> <li>b. College and Career Transition Resources Updates</li> <li>c. CCR &amp; Career Bridge Pathways Updates</li> </ul>	<p><b>Gateway Programs - Stephanie Lewis, SDCCE</b></p> <p>The ELL Immigrant &amp; Refugee Program is recruiting. There is a new gateway program through the City to serve twenty-five students, aged 18 to 24 years of age, who need to get a high school diploma, and students are needed. The Apprenticeship Readiness program is recruiting now for its start date of 12/7 (orientation is 12/6). They are specifically looking for female students, as there were no women in the previous cohort. The new head of the Building Trades Council is a woman.</p> <p><b>College &amp; Career Bridge Pathways Update - Veleka Iwuaba, SDCCE</b></p> <p>Students who are interested in the spring culinary program are asked to join the College &amp; Career Readiness class starting on 12/6. Veleka Iwuaba asks whether students prefer remote or in-person for these programs, and Sachdeva and de Ruyter say students like having a virtual option.</p>

<p><b>8. Information Items:</b></p> <p>a. SDCCE Office of Student Services Changes &amp; Updates</p> <p>b. Joint Professional Development Updates/Opportunities -Joint PD 10/20 -CAEP Summit Presentations: -Upcoming Counselor Conference 12/1 – 12/2</p> <p>c. Super Region Updates</p> <p>d. SDAERC Newsletter Items</p> <p>e. Upcoming CAEP Due Dates: <a href="https://caladulted.org/DueDates">https://caladulted.org/DueDates</a></p>	<p><b>SDCCE Award Announcement - Michelle Fischthal, VPI, SDCCE</b> The Association of Community College Trustees (ACCT) and the Educational Strategy Group (ESG) are running the Noncredit to Credit Alignment Lab. This is a two-year initiative to support fourteen community colleges in improving noncredit to credit pathways and programs. It is a national program that offers opportunities for support, consultants, and national recognition. SDCCE was selected and will be focusing on the Healthcare Careers &amp; Child Development pathways. ESG is convening their annual meeting in San Diego next week, and Fischthal and several other Consortium members will be presenting to them.</p> <p><b>Strong Workforce/Dual Enrollment Academy - Kelly Henwood, SDCCE</b> Henwood asks Vielma whether noncredit is a pathway SDUSD is interested in for dual enrollment, and Vielma says yes. Fischthal says it sounds like the program will be a student-by-student waiver. Michelle says she and Shakerra Carter met with Kearney High School to discuss those who are graduating early and want to participate.</p> <p><b>SDAERC Newsletter Items - Kelly Henwood, SDCCE</b> Please send any items to be included in the newsletter to Henwood.</p>
<p><b>Meeting adjourned 4:35pm</b> <b>Motioned: Michelle Fischthal</b> <b>Seconded: Sarah Vielma</b> <b>Action: Adjourned</b></p>	
<p><b>Next Meeting Special Meeting January 20th 3:00 – 4:30</b></p>	

For more information about the SDAERC and CAEP: Visit our local websites: [SDCE SDAERC](#) and [SDUSD Adult Program](#)  
Or the State CAEP website: [www.caladulted.org](http://www.caladulted.org)