

**Coast Adult Education Consortium
Executive Committee Public Meeting**

Meeting Summary

Monday, July 11, 2016

8:00 - 9:00am

Coast Community College District Office – Conference Room E

Attendees

Coast Adult Education Consortium Executive Committee

Dr. Andreea Serban, Consortium Chair (CCCD)

Steve Curiel, Consortium Vice Chair (Huntington Beach Adult School)

Mary Lou Vachet (OCDE)

Kevin Ballinger (Orange Coast College)

Dr. Omid Pourzanjani (Golden West College)

Connie Van Luit (via phone) (Garden Grove Adult School)

Dr. Vince Rodriguez (via phone) (Coastline Community College)

Vanessa Galey (Newport Mesa Unified School District)

Faculty and Staff from Consortium Member Organizations

Dejah Swingle (CCCD)

Christina Kubes (CCCD)

Eric Padget (Garden Grove Adult School)

Members of the Public

Wendy Weeks (Youth Employment Services)

Barbara Neder (OC Read)

Dr. Serban called the meeting to order at 8:04am.

1. Roll Call

2. Public Comment

- There were no public comments.

3. Approval of minutes for the May 10, 2016 public meeting

- On a motion by Mary Lou Vachet, seconded by Dr. Omid Pourzanjani, the minutes were unanimously approved.

4. The Governor has signed the 2016-17 budget effective July 1, 2016. Adult Education has been funded for a total of \$505,000,000 including funding for technical assistance

Dr. Serban noted that WestEd is polling to determine the interest in cost sharing for the proposed data system among consortia. The estimate is \$300,000 total to develop and implement the system. If all consortia participate, the cost would be \$17,000 per consortium. WestEd would like a commitment in August.

5. Revised templates and new documents released July 1, 2016

Participants discussed the revised template for the 2016-17 Annual Plan due on August 15, 2016 and the portal template. Dr. Serban noted that more content than initially anticipated will be required to complete the plan due to several sections not pre-populating with information.

Sections requiring new content for 2016-17:

- Allocation Schedule to mirror the Fiscal Declaration
- Executive Summary
- Consortium 2015-16 Expenditures by Program, Objective and Object Code and 2016-17 by Program, Objective and other specified plans.
- Regional Assessment Plans will need to be developed to achieve alignment among the consortium members.
- Dr. Serban will assign Objectives from the 2015-16 Annual Plan to be revised.

6. Discussion of consortium expenditure information needed from Huntington Beach Adult School, Garden Grove Adult School and Newport Mesa Adult School for 2015-16 and 2016-17

Dr. Serban reviewed the information needed:

- Each consortium member will need to provide MOE and allocation spending details for 2015-16 as well as planned expenditures for 2016-17.
- MOE and allocation will not be split going forward.
- A draft of the consortium expenditures workbook with some 2015-16 data prepopulated was provided for review. Members will use this form to provide remaining expenditure detail.
- Expenditures will be designated by program objectives and will match the fiscal declaration totals submitted to the State in May.
- There is a significant carry over of unspent 2015-16 funds due to several positions that were not filled. Projected hiring will utilize this surplus.

7. Next Public Meeting

- Wednesday, August 10, 2016 at 8:00-9:00am, Coast Community College District Office - Conference Room E

8. Other

- Christina Cubes recommended a meeting among the program coordinators and faculty to begin the process of analyzing and comparing curriculum data across consortium members for assessment.
- Dr. Serban noted that the Math and Adults with Disabilities workgroups need to be reengaged in September to work on the Math related objectives and programs and services for adults with disabilities based on the work started during the AB86 planning phase.
- A meeting will be held on July 11, 2016 at 3:30pm at the district Office with a representative from the Orange County Sheriff's Department to explore programs for inmates and transitional programs for inmates after release. Any interested Executive Committee members are encouraged to attend.

9. Adjournment at 9:02am