

**SB 1070 LA Ring College Consortium Steering Meeting**

**Minutes – September 23, 2015**

**Rio Hondo College - Quiet Cannon, Montebello, CA**

**Attendees**

<b>College/Affiliation</b>	<b>Name</b>	<b>College/Affiliation</b>	<b>Name</b>
Burbank Unified School District	Diana Dysthe	Long Beach College	Amy Smith
Citrus College	Jim Lancaster	Mt. SAC	Marie Tyra
Citrus College	Marti DeYoung	Rio Hondo College	Lyla Eddington
El Camino College	Bobby Becka	Rio Hondo College	Lea Martinez
El Camino College	Virginia Rapp	Rio Hondo College	Claudia Romo
Glendale Community College	Jan Swinton	Rio Hondo College	Mike Slavich
Glendale Community College	Maria Ramirez	Santa Monica College	Maria Leon-Vasquez
Glendale Community College	Mirna Najera		

<b>Agenda</b>	<b>Discussion</b>	<b>Follow-up</b>
I. Welcome and Introductions	Welcome and Overview – Lyla Eddington, Ed.D., Project Director, Rio Hondo College	
II. Review of Approval of Minutes	Review and Approval of Minutes of June 24, 2015 Meeting – <b>Approved Unanimously</b>	
III. Update ON CA CC Task Force	<p>Update on CA Community Colleges Task Force on Workforce Job Creation and a Strong Economy – Lyla</p> <ul style="list-style-type: none"> <li>• Gave an overview of the key components of the report. Encouraged members to read details.</li> <li>• Research group did presentation on evaluation of DSN use of SB1070 funds. DNS reporting having difficulty spending the SB 1070 funds. The original DSN grant distributed 1402 funds based on specification in the legislation. The grant was then augmented with SB 1070 funds. The DSN reported that they did not have a relationship with K-12.</li> </ul>	
IV. Policy and Procedure Development in LA County	<p>Policy and Procedure Development in LA County – Lyla/All</p> <ol style="list-style-type: none"> <li>a. UCLA Lake Arrowhead Retreat October 12 – 14, 2015</li> <li>b. Purpose and Participants</li> <li>c. Information needed by each workgroup</li> </ol> <ul style="list-style-type: none"> <li>• Write policy and procedures related to three categories. Put together packet of information</li> <li>• Articulation - Marcia Wilson agreed to facilitate this group. Information requested included:</li> </ul>	

	<ul style="list-style-type: none"> <li>- Alternative methods for granting credit</li> <li>- Statewide alignment update. (Get info from handout)</li> <li>- Bring own board policy and procedure</li> <li>- Sample agreements? (Lyla will pull)</li> <li>- Academic Senate recommendation</li> <li>- CP Templates? (Lyla will pull)</li> <li>• Dual Enrollment- Bob Hawkes agreed to serve as a content expert. Information requested: <ul style="list-style-type: none"> <li>- Flow Chart</li> <li>- Memo Clarifying Dual Enrollment</li> <li>- Sample MOU's</li> <li>- Board policy that authorizes Dual/Concurrent Enrollment.</li> <li>- List procedure and who needs MOU w/focus on new regulation.</li> <li>- Chancellor tool kit</li> <li>- Recommendation on what needs to happen (communication)</li> </ul> </li> <li>• Career Pathways - Laurie Sanchez to facilitate group. Information requested: <ul style="list-style-type: none"> <li>- Model pathways</li> <li>- Program approval handbook</li> <li>- Sample paper model pathways</li> <li>- Info on clarifying apportionment programs</li> </ul> </li> </ul> <p>Recommend identifying the next steps?</p> <p>Recommend single performance objective and expected outcomes to be put on board stay on track– Jim Lancaster</p>	
<p>V. Finalizing Counselor Workshop</p>	<p>Finalizing Counselor Workshop, November 6, 2015 – Lyla</p> <ul style="list-style-type: none"> <li>• SB1070 groups to invite counselors.</li> <li>• Questions for Industry Panel <ol style="list-style-type: none"> <li>1. What type of jobs in their industry require only community college education (Certificate or AS Degree)</li> <li>2. Can this initial preparation lead to higher education - transfer to 4 year school.</li> <li>3. Give one success story re a community college graduate they hired.</li> </ol> </li> <li>• Corrections to be made on flier</li> </ul>	<p>Each college to distribute flyer to HS and CC Counselors.</p>
<p>VI. Report on Mini Grants</p>	<p>Report on Mini Grants:</p> <ol style="list-style-type: none"> <li>1. Review of Objectives &amp; Actives – Lyla</li> <li>2. Report of each Mini Grant – Report under Objective to determine progress being made. <ol style="list-style-type: none"> <li>a. <b>Cerritos College – Written report provided below.</b></li> </ol> </li> </ol>	

- Objective 1 – Equipment was purchased & equipment was tested. 4 page handout has not been created yet.
- Objective 2 – Not started yet – This will take place in year 2. Our goal is to complete it in Spring 2016.
- Objective 3 – In progress – We have obtained one articulation agreement
- Objective 4 – Not started yet – We plan to deliver this in February 2016
- One school district picked up their machine (Paramount USD) and one is about to do that (Lynwood USD). We are working with the third one (Bellflower HS) to have it board approved. The delay regarding the third HS is due to the fact that Norwalk La Mirada USD backed out of the donation for John Glenn HS. This change of partner was approved by Lyla via email. Once each school has their machine in place, we will provide the training for HS teachers and invite everyone in the region. Re-donating equipment obtained in a grant is a lot more complicated than we had anticipated and this has created some delays in starting the subsequent action items.
- We are working on articulation agreements with all high schools teaching Project Lead the Way classes in our district. Downey USD completed this task. The other districts are working on it. We should have all of them by the end of 2015

**b. Citrus College – Marti Deyoung and Jim Lancaster**

- Project 1 – Expanding Career Pathways: Automotive Technology - 7 light repair courses have been developed. Criteria and lessons associated with that. Alignment, also being shared with PCC (certificate program). Geared toward incumbent workers.
- CIT not progressing as quickly as want. Redirect into business information worker program. Ideal HS option
- Project 2 - Purchased CATEMA with other college funds and has populated database

**c. El Camino College – Bobby Becka**

- Working on two new certifications

**d. Glendale College**

- Contextualized Teaching and Learning
- There are approximately 36 teachers at GCC who are in some way involved in Contextualized Teaching and Learning.
- Externship
- Advanced Manufacturing Faculty member did an Externship on Axis 4 and Axis 5 at

	<p>NS Manufacturing for 12 days.</p> <ul style="list-style-type: none"> <li>• Professional Development Workshops and Conferences</li> <li>• Three faculty members of the Digital Manufacturing pathway participated in Coordinate</li> <li>• Measuring Machine (CMM) training during the summer</li> <li>• “Going Beyond the Four Walls” Workshop presented to faculty, librarian, teachers, counselors and administrator from Glendale Unified School District, Burbank USD, and GCC to increase the use of technology Web 2.0.</li> </ul> <p><b>e. Mt San Antonio College – Marie Tyra</b></p> <ul style="list-style-type: none"> <li>• APEX data base up and working</li> <li>• Connect database and identify how many students come to Mt Sac after receive articulation credit.</li> <li>• Lyla requested a demo of the project for a future meeting.</li> <li>• Counselors will give feedback on database.</li> <li>• Connect better with HS students to use at Mt Sac. Having trouble. Doing another event in Spring.</li> <li>• Document everything been done. Building own offshore website to college website</li> </ul> <p><b>f. Pasadena College – No Representative Present – No Report</b></p> <p><b>g. Rio Hondo College</b></p> <ul style="list-style-type: none"> <li>• Objective 3 – Lyla reported that she participated with Health DSN – Shari Herzfeld – to partner with SELACO and offer a PCA program for “out of school youth.” This was a great WDB/CC partnership and one that could be replicated at other colleges.</li> <li>• Lea – Minecraft update. Training teachers game base learning strategies. Teaches math and other subjects. Two stages in summer. Implementation stage – Develop after school program. Started Sept 2. 4<sup>th</sup> session today. Tech issues and resolve. 2 classes at Los Nietos. Coding in day and 2<sup>nd</sup> focus on math. 50 students engaged. 3 other partners starting next month. Invited to present at conference in October. Lydia will send out email.</li> <li>• Claudia – CNA Dual Enrollment project this semester. 14 students on campus. Meeting in Nov to discuss progress. Summer will offer the home health aide.</li> <li>• Spring to offer auto courses as dual enrollment class.</li> <li>• ENGT interim courses – offering two courses during Fall, one at the Applied Tech</li> </ul>	<p>Prep under way by Maria for workshop “Going Beyond the Four Wall.” Friday September 25, 2015. Email sent to group on 9/3/15.</p>
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	<p style="text-align: center;">Center, Montebello USD and Mark Keppel, Alhambra USD.</p> <p><b>h. Santa Monica College - Maria Leon</b></p> <ul style="list-style-type: none"> <li>• Working with four HS, offering nine dual enrollment classes. Have had many challenges.</li> <li>• Only working with Jr and Sr. for now. Hi Tech program using term “above ground and below ground”.</li> <li>• Working with PTA and meeting with parents</li> <li>• Conducted Counselor Day Fall September 23. Workshop held at SMC</li> <li>• Scheduled Professional development – COExc. Nov 20</li> </ul> <p><b>i. Long Beach City College - No Report</b></p>	<p>Shari to share next meeting. Offer program again in July.</p> <p>Lyla requested definition of “above ground and below the ground”.</p>
<p>VII. Invoicing</p>	<p>Invoicing and Reporting Due Dates for Mini Grants - Dr. Lyla Eddington, Project Director, Rio Hondo College</p> <ul style="list-style-type: none"> <li>• Reminder of Invoicing and narrative reports deadline. Lyla expressed concern that money is not being spent and therefore it reflects on total grant expenditures. Lyla offered to assist in any way possible for a timelier reporting and invoicing. Lyla will review invoicing end of January and if money not being used, reallocating it for other sources. There is no carry over option for this grant. The money is either used or returned. Below are the established dates for invoicing and narrative reporting.</li> </ul> <p>a. October 15, 2015</p> <p><b>b. January 15, 2016 – Must have spent ½ of funds or submit a revised budget to spend by December 15, 2016.</b></p> <p>c. April 15, 2016</p> <p>d. July 15, 2016</p> <p>e. October 15, 2016</p> <p><b>f. December 15, 2016 – Final Invoicing</b></p>	
<p>VIII. Additional Items</p>	<p>Additional Items - Dr. Lyla Eddington, Project Director, Rio Hondo College</p> <ul style="list-style-type: none"> <li>• Requested topics for discussion at subsequent meetings.</li> </ul> <p>Externships  Externships for faculty/counselors  Work Experience</p>	

	Presentation from Brad Pollack? Marti will check availability	
IX. Next Meeting	Next Meeting <ul style="list-style-type: none"><li>• November 18, 2015 – Propose December 2, Quiet Cannon 10 am</li><li>• Agenda Items - Will put together calendar for future meeting</li></ul>	
X. Adjournment	Adjournment	

**Approved February 24, 2016**