

Meeting minutes: 10/16/17

Members present: Theresa Rowland, Associate Vice Chancellor, Workforce and Economic Development, CCSF (proxy for Anna Davies); Trudy Walton, Interim Vice Chancellor, Student Development, CCSF; Stephen Koffman, Director, College & Career Readiness, SFUSD; Wendy Miller, Associate Dean of Adult Education, CCSF

Also attending: Lucy Runkel, Assistant Director, CCSF; Jen Fong, College & Career Readiness, SFUSD

The meeting came to order at 12:40 pm.

1. Associate Dean Miller reviewed the Fall 2017 report, and highlighted key accomplishments to date. She also explained recent changes in the guidance from the state AEBG office:
 - a. AEBG funds can no longer support credit-bearing basic skills classes.
 - b. The funding category of “adults with disabilities” has been restricted to only those with intellectual disabilities.
 - c. SFUSD will now be able to allocate a portion of its AEBG funds to indirect costs.
 - d. AEBG is instituting a new fiscal system into which each consortium member will input its own budget and expenditures separately.

2. Associate Dean Miller reported on policy recommendations that have surfaced in several studies. These have been written or sponsored by the Institutional Effectiveness Partnership Initiative (IEPI), Association of Community & Continuing Education (ACCE), and the Center for Law & Social Policy (CLASP). Recommendations include:
 - a. Identifying local “communities of need” and providing incentive funding for projects that address those needs.
 - b. Equalizing funding for community college noncredit classes by increasing apportionment to match that of credit.
 - c. Expanding Career Development and College Preparation funding to include Older Adults (emeritus programs) and Disabled Students Programs & Services classes.
 - d. Earmarking funds for dedicated health and mental health services for noncredit community college students.

3. Associate Dean Miller reported on additional information that was provided at the AEBG Consortium Directors’ meeting in Sacramento on October 12 & 13. All AEBG consortia are currently operating under the three-year plans that were developed in 2015. At the Directors’ meeting, the AEBG office indicated that they were considering requiring a renewed three-year planning cycle, with 2018-19 as a planning year; implementation would start in 2019-20. Associate Vice Chancellor Rowland responded that five years is a long time to operate under one plan, and recommended that the Consortium

start the planning process sooner. The Consortium members agreed to launch a planning phase as soon as possible, and hold at least two planning meetings in the first part of 2018.

4. The consortium voted unanimously to approve the February 2017 meeting minutes, with an amendment correcting Vice Chancellor Davies' title.
5. Associate Dean Miller requested public comment; none was forthcoming.
6. Associate Vice Chancellor Rowland asked for an update on CASAS/Tops Pro Enterprise. Associate Dean Miller reported that the state is now requiring all colleges that receive WIOA Title II funds (as CCSF does) to continue using CASAS/Tops Pro for testing and reporting indefinitely. The AEBG team has been meeting regularly with Dean Vinicio Lopez to ensure alignment on CASAS with the departments he oversees.
7. Associate Vice Chancellor Rowland requested an update on an item from the February meeting regarding the possibility of hiring CBO staff as noncredit faculty. Associate Dean Miller responded that the AEBG team would notify the CBO Advisory Committee when new part-time pools open up.
8. The Consortium reviewed and approved the 2017-18 budget as presented.
9. The meeting adjourned at 1:43.