

April 20, 2021, 3:30-4:30pm
Virtual SF Adult Education Consortium Meeting

Meeting Minutes

Voting members present: AVC Kristin Charles, CCSF; AVC Dr. Lisa Cooper-Wilkins, CCSF; Dr. Jennifer Fong, SFUSD

Nonvoting members present: Associate Dean Wendy L. Miller, CCSF; Gwen Lin, SFUSD; Tary Acebey, CCSF; Arlette Marcial, CCSF

Attendees: Ilona McGriff, CCSF-Grants; Jim Wong, CCSF Counselor; Elizabeth Hall, CCSF Apprenticeship Programs; Cindy Mathison, SFUSD; Mandy Liang, Interim Dean of Student Completion and Retention, CCSF; Theresa Woo, Regional Director of Department of Rehabilitation; Edie Kaeuper, Dean of Health, PE and Social Services at John Adams (CCSF); Robin Pugh, FT Instructor CCSF; Dorick Scarpelli, Dir of Programs, Five Keys Schools and Programs; John Halpin, CCSF Dean of Workforce Development; Liv Beck, Noncredit Instructor DSPS CCSF; Eun Jin Jeon, CCSF Strong Workforce Program; Hollis Fleischer Vocational Counselor at PRC; Linda Liu, CCSF Strong Workforce Program; Cherisa Yarkin, Director of Planning, CCSF; Tessa Brown, Interim Dean of Equity & Student Success, CCSF; Monique Pascual, Director of Apprenticeship & Academies, CCSF; Laurel Lord, Department of Rehabilitation SF; Elizabeth Noyola, Tutor Manager of The Learning Assistance Center at Mission Center; Muriel Parenteau, DSPS; Monika Liu, Associate Dean of Admissions & Records; Irma Romero, FRC Mission Campus

Welcome & Introductions: Wendy L. Miller, Consortium Director; Chancellor Rajen Vurdian provided welcoming remarks.

Public Comment: Robin Pugh, CCSF Instructor: "My name is Robin Pugh and I am a faculty member at CCSF. My comment today is to give you an update "from the field." This past year has been a difficult one for all of us, students and faculty, and I am proud of how CCSF faculty stepped up to work with our noncredit students in this new distance learning environment. But I also want to make sure that you are aware of the effect that the budget crisis and the schedule cuts have had on our ability to provide adult education services to the San Francisco community.

In the Business Department in Fall 2018, CCSF offered 105 sections of noncredit business classes, helping students gain computer skills and other important employment skills. Our students pursued certificates in medical office administration, small business, bookkeeping, digital literacy and more. Along with classes we had more than ten certificates students could earn, all in areas to boost students' ability to get better paying jobs.

Since 2018, every year the schedule has been cut from 28%-65% EACH YEAR, so that now CCSF will be offering 10 sections of noncredit business classes in Fall 2021. In three years, the noncredit business program has been cut 90%. Because we have so few sections, students have been stranded in the middle of their certificate programs and all but one of our certificates have effectively been eliminated,

although the college has gone through no formal process to evaluate or phase out our programs. And this is just one department, ESL noncredit, which is the entryway to other educational paths, was cut 20% last year and is being cut another 20% going into Fall 2021.”

Discussion and Action Items

- Approve minutes of April 28, 2020 with correction of removing former AVC Rowland. AVC Charles moved, Dr. Fong seconded. Approved.
- Discuss 2021-22 allocations to members
 - The members discussed maintaining current structure of 90% to CCSF, as the primary provider of adult education services in the county, and 10% to SFUSD.
- Approve 2021-2022 allocations to members and Consortium Fiscal Administration Declaration (CFAD). AVC Charles moved, Dr. Fong seconded. Approved unanimously.

Consortium Updates

- Gwen Lin presented data regarding students served with AEP dollars at SFUSD (presentation slides available on sfadulthood.org). Focus is on English language learners and those students not on track to graduate who participate in credit recovery.
- Consortium Director, Wendy L. Miller presented a brief overview of CCSF’s activities and spending during the 2020-2021 program year (presentation slides available on sfadulthood.org). Major activities included partnership with the Strong Workforce and Student Equity & Achievement Programs to provide anti-racist and equity-minded professional development opportunities for all CCSF employees. Successful two-year pilot with DSPS expanding the use of Language Line interpretation and translation services for all student-facing communications and to all student service areas. Pivoted the Mission Campus Family Resource Center to offer service and resources remotely. Supported the development of online courses and training for faculty to teach online in noncredit ESL (year one of a three-year project), and Transitional Studies (year two of a three-year project). Invested roughly \$775,000 to maintain the level of noncredit instruction at the college and revitalized the SFAEC website (www.sfadulthood.org).

Q&A and Discussion

- Elizabeth Noyola: Asked about ESL credit at Mission Center
- Mandy Liang: Are there any student workers working at the Center because peer support is important and if we can offer part time jobs for our students, that would be great to provide peer support as well as allowing students to have some work experience and income.
- Irma Romero (Mission Family Resource Center): Working on helping students and are also looking for fall 2021 student workers in the child development field.

Adjourned 4:30pm