

The Mission of the South Orange County Regional Consortium
is to equip adult learners with the life, language, and career skills to achieve their personal and professional goals, and become active members of their communities.



SOCRC Quarterly Meeting

Dr. Karima Feldhus (*Sue Donelson), Saddleback College, Co-Chair
 Debbie Vanschoelandt, Irvine Valley College
 Dr. Meg Ervais, Capistrano Unified School District
 David Gordon, Saddleback Valley Unified School District
 Chad Mabery, Laguna Beach Unified School District
 Dr. Rebecca Roberts, Irvine Unified School District, Co-Chair
 Christine Matos (*Will Neddersen), Tustin Unified School District
 Pati Romo (*Anne Moore), College and Career Advantage
 Alita Salazar, Coastline Regional Occupation Program
 Fatimah Judeh, Orange County Department of Education
 *Denotes District-Approved Member Proxy

Meeting Norms:

- Be Solution Oriented and take ownership of your role
- Be prepared, respectful, active and engaged participants and both mentally and physically present
- Consider all points of view and discuss concerns candidly with confidentiality
- Work to keep meetings positive, productive, and focused on the agenda

AGENDA-SOCRC Quarterly Meeting

October 25, 2021, 1:00-2:30 p.m.

Zoom Meeting

<https://cccconfer.zoom.us/j/6574533741>

This event is a private reservation and is not endorsed or sponsored by the City of Irvine.

	ITEM	PRESENTER
	Present: Susan Akhavan (IVC), Daisy Bautista (SC), Brittany Casey (CUSD), Maryanne Conlin (Full Capacity), Winnie Dinh (IVC), Sue Donelson (SC), Karima Feldhus (SC), David Gordon (SVUSD), Jill Ibbotson (SC), Fatimah Judeh (OCDE), Kristia Lengyel-Leahu (SC), Chad Mabery (LBUUSD), Nancy Miller, William Neddersen (TUSD), Rebecca Roberts (IUSD), Celina Shands (Full Capacity), Debbie Vanschoelandt (IVC), and Dominic Vellanoweth (CCA)	
1.	CALL TO ORDER & NORM REVIEW	Chairs
2.	INTRODUCTIONS AND NEW GUESTS	All
	Cherall, Director of Project Adult Literacy <ul style="list-style-type: none"> • State library provides free courses for students struggling in reading and writing 	
3.	ADOPTION OF AGENDA BY PRIORITY	Chairs
4.	APPROVAL OF MINUTES	Chairs
5.	PUBLIC COMMENTS	Open
	Anyone may address the Committee on any item NOT on the Agenda within the subject matter and jurisdiction of the Committee. Each speaker is limited to two minutes.	
6.	REGULAR/ONGOING BUSINESS	
	A. NOVA Updates <ul style="list-style-type: none"> • None 	Debbie

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	<p>B. CASAS Updates and Information</p> <ul style="list-style-type: none"> • Oct. 31, 2021 all TOPS updates on system 	Will/Sue/Jill
	<p>C. Workforce Updates</p> <ul style="list-style-type: none"> • None 	
	<p>D. WIOA Update</p> <ul style="list-style-type: none"> • None 	Sue/Will/Jill/Karima
	<p>A. Reminders and Updates</p> <p>a. CAEP Summit 2021, https://caepsummit21.vfairs.com/</p> <ul style="list-style-type: none"> • Still time to register for this free conference • Offering sessions across board for any position in Adult Ed. 	All
7.	NEW BUSINESS	
	<p>A. Full Capacity Marketing –SOCRC Logo</p> <p>Maryanne from Full Capacity presented on consortium:</p> <ul style="list-style-type: none"> • Brand Names and Taglines • Select a Tagline • Select a Logo Option • Next Steps <p>Presentation and Discussion:</p> <ul style="list-style-type: none"> • Logo will be used on SOCRC website, advertisements, and outreach material • Brand name is distinctive that people instantly recognize while a tagline targets the needs of adult students with the intent of showing students what we will fulfill • Brand name speaks to people and is clearer than SOCRC since students may not know what SOCRC means • Tagline got narrowed to two taglines that focus on benefits for students • Options: <ul style="list-style-type: none"> ○ Option 1: Your Goals Your Way ○ Option 2: What You Need to Succeed • Logo got narrowed to two logos • Options: <ul style="list-style-type: none"> ○ Option 1: Circular logo is very welcoming with ocean color stairs moving upward towards success ○ Option 2: No circular logo but has a sun type of logo within “OC” • Members will select tagline and logo based on consensus • South OC Discussion <ul style="list-style-type: none"> ○ Some schools are not south of OC yet since there are four consortiums in OC, the Coast, South, Rancho, and North, the name of South OC should work • Tagline Discussion <ul style="list-style-type: none"> ○ Option 3, “Your Goals Your Way” seems to be the better option ○ A consensus was reached on that tagline since it is catchy and represents how the programs help students based on their goals 	Full Capacity

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	<ul style="list-style-type: none"> • Logo Discussion <ul style="list-style-type: none"> ○ Some members liked the circle logo because it is a good visual for advertisements and marketing as well as is identifiable ○ Other members liked the option with larger font size since the tagline is clear ○ If the circle logo is combined with the text option, the text will get smaller and there will be competing logos since the text option has a sun type of logo ○ Questions <ul style="list-style-type: none"> ▪ Would there be any issues when making copies with the sunshine logo? ▪ Can circle logo be placed on the left with logo Option #2, "Your Goals Your Way"? ▪ How can we make Option #2, "Your Goals Your Way," more prominent? ○ Celina will take logo back to the drawing board with members' ideas and will provide the Team with two options to vote by this week ○ Karima will send options to all attendees for their vote 	
	<p>B. Three-Year Plan</p> <ul style="list-style-type: none"> • A lot of information was provided during the Professional Training on Friday 10/15/21 • Nancy will provide draft before the May meeting to review and vote • CFAD voting will take place in the April meeting • Nancy will send a survey on the first of each month between November and March for each member to complete; please only submit one response per program/member and provide Nancy with as much information as possible • Nancy will dedicate a specific topic and survey for each month; a link will be provided on the Google Share with a timeline of surveys for members to expect and to ensure that members receive surveys • If you need to follow-up, please write your contact information on the survey so that Nancy can follow-up • Nancy plans on visiting each site and will send out calendar invitations with appointment dates that fit with your schedule • 3 Year Plan webinar in November got cancelled and rescheduled for December; as a consortium, we are moving forward with our 3 Year Plan 	Nancy/Will/Karima/ All
8.	<p>MEMBER FUNDING NOTIFICATION</p> <p><i>Per the State's direction, major expenses or unusual expenditures should be presented to other consortium members for the purpose of transparency, and so that members can ask questions or raise concerns. The committee does not vote on expenses, but may ask a member to pause on a project in order to ensure full compliance with the spirit and letter of AEBG regulations.</i></p>	Members
	<p>A. Non CDCP Instructional Salaries and Benefits</p>	Karima
9.	<p>MEMBER REPORTS: Members will report on the activities in relation to the annual and three-year plans and budget and expenditures to date.</p>	Steering Committee Members

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CUSD	<ul style="list-style-type: none"> • None
SVUSD	<ul style="list-style-type: none"> • None
LBUSD	<ul style="list-style-type: none"> • None
IUSD	<ul style="list-style-type: none"> • Offering hybrid and online classes this semester • Enrollment is increasing slowly • Continue to provide virtual and in-class text books • Using TOPS data to inform instruction based on knowledge, skills, and gains • Increase in High School Diploma program; California Bill has helped students graduate by reducing graduation units for 2020-2021 high school seniors and juniors
TUSD	<ul style="list-style-type: none"> • Hiring has been challenging • In-person classes is most popular because most students want to go back to in-person classes • Offering workshops and started 5-week concentration Reading Skills class that covers High School Equivalency test subjects; some students have already passed the High School Equivalency exam with the help of this preparation class
Irvine Valley College	<ul style="list-style-type: none"> • Some online classes are now offered in-person • Adult ESL Center provides services in-person and online
Saddleback College	<ul style="list-style-type: none"> • All classes are full and students are encouraged to register for Spring classes • Continue to provide CASAS Testing online and in-person but looking into modeling testing like Tustin so that students test before registering for classes • Spring classes will be held in-person and online; Jill's class will be live streamed • Will offer a class at the Family Resource Center in Lake Forest • HSE Faculty position is on the finalist list; the goal is to have a full-time HSE Faculty member start in January 2023 or Fall 2023 • Thanks to Sue, Javier, and Jill for their efforts; our program is growing rapidly and college is recognizing our Adult Education program • Working on setting the infrastructure to bridge students in the Dual Enrollment program, including to IVC one the process is solidified
College and College Advantage	<ul style="list-style-type: none"> • None
Coastline ROP	<ul style="list-style-type: none"> • None
Orange County Department of Education	<ul style="list-style-type: none"> • None

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10.	<p>SCHEDULED MEETINGS, TRAININGS, DEADLINES</p> <p>All monthly SOCRC meetings are held on Mondays from 1 p.m.-2:30 p.m. at the Quail Hill Community Center. The last meeting for 2020 is scheduled for December 14th.</p> <table border="1" data-bbox="272 401 1183 533"> <tr> <td>January 25*</td> <td>May 24</td> <td>Sept 27</td> </tr> <tr> <td>February 22</td> <td>June 28</td> <td>October 25*</td> </tr> <tr> <td>March 22</td> <td>July 26</td> <td>Nov 29</td> </tr> <tr> <td>April 26*</td> <td>August 23*</td> <td>Dec 13</td> </tr> </table> <p>*Denotes Quarterly Consortium meeting To register for state webinars, visit http://aebg.cccco.edu/Events/AEBG-Webinars</p>	January 25*	May 24	Sept 27	February 22	June 28	October 25*	March 22	July 26	Nov 29	April 26*	August 23*	Dec 13	
January 25*	May 24	Sept 27												
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11.	ADJOURNMENT													

Due Dates

September 2021

- **Sep 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA *
- **Sep 1:** 21/22 Certification of Allocation Amendment due in NOVA (new)
- **Sep 30:** 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4) *
- **Sep 30:** 21/22 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

October 2021

- **Oct 30:** 21/22 Member Program Year Budget and Work Plan certified by Consortia in NOVA *
- **Oct 31:** Student data due in TOPSPro (Q1)

December 2021

- **Dec 1:** July 1, 2020 to June 30, 2021 Instructional Hours and Expenses by Program Area due (actuals) in
- **Dec 1:** 19/20, 20/21 & 21/22 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA (Q1) *
- **Dec 31:** End of Q2

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