

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 Planning 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, respective, 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 Planning Meeting Minutes

September 27th, 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), Chantelle Gil (SC), David Gordon (SVUSD), Kristia Lengyel-Leahu (SC), Nancy Miller, William Neddersen (TUSD), Dan Predoehl (SC), Rebecca Roberts (IUSD), Debbie Vanschoelandt (IVC), and Dominic Vellanoweth (CCA)	
1.	CALL TO ORDER & NORM REVIEW	Chairs
2.	INTRODUCTIONS AND NEW GUESTS	All
3.	ADOPTION OF AGENDA BY PRIORITY	Chairs
4.	APPROVAL OF MINUTES	Chairs
5.	PUBLIC COMMENTS 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.	Open
6.	REGULAR/ONGOING BUSINESS	
	A. NOVA Updates <ul style="list-style-type: none"> • 21/22 Member Program Year Budget and Work Plan due in NOVA by 9/30/21 <ul style="list-style-type: none"> - Majority of members have not completed; please complete by the end of the month - Reach out to Karima or Debbie if you need help submitting • End of Q1 is 9/30/21 	Debbie

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	<p>B. CASAS Updates and Information</p> <ul style="list-style-type: none"> • Sue is looking into how to setup virtual CASAS testing that is easy and more efficient for students to test • Will requires students to come to the office to CASAS test even if students are enrolled in online classes <ul style="list-style-type: none"> - Tustin Adult School is not interested in virtual testing due to challenges to remote test, such as short staffing and resource - Transitioning into CASAS eTests 	Will/Sue/Jill
	C. Workforce Updates	
	D. WIOA Update	Sue/Will/Jill/Karima
	E. Budget Quarterly Report	Dolly
	<p>F. Reminders and Updates</p> <p>4th Semi-Annual AESL Mini-Conference Professional Development Event</p> <ul style="list-style-type: none"> • Susan sent an email today with PD flyer and information; please RSVP to attend • PD is a collaborative event where all attendees will learn from each other • Karima will have Faculty Coordinators send an email to Faculty Digital/Technology Training <ul style="list-style-type: none"> • Will explained that OTAN is offering training and office hours; visit their website for more information 	Karima
7.	NEW BUSINESS	
	<p>A. Marketing Plan Presentation</p> <p>PowerPoint: SOCRC Marketing Presentation.pdf Zoom Recording: https://zoom.us/rec/share/IEaEMbc7baDBay4cWS9OwpDWZxVmhIGaM4xBau4usL1VZEcdWIkMir7iPF8R2CV.tbO2M9i5vjMMwO6I Passcode: e12GD1.N</p> <p>Full Capacity Presentation</p> <ul style="list-style-type: none"> • Worked in areas of Adult Education and Workforce Development as well as with different adult schools and community colleges in California • Worked with IVC, SC, and local schools in Orange County • Today, Maryanne will talk about Adult Education and recruitment campaign for the Consortium • Full Capacity is an agency that believes in Market Research • An increase of ESL student enrollment since 2015 • There is a reduction of CTE students due to not having in-person classes • Provided demographics breakdown of current students to identify if there are any hidden deserts and to explain the serving market • Provided comparison to regional demographics of the five service areas • Heat map derived from the census on educational attainment shows educational levels and areas of most need; the other three districts show the same pattern which is important to know to serve the needs of area • National origin data shows the need of AESL classes • Zip codes are attached to the Heat Maps • Highlighted how mothers are forced into the role of teacher which can be difficult • Gini Index is the index of inequality • Significance of the data is to demonstrated research analysis • Noted that educated foreign born are a key target population for CTE programs which is something to think about 	Full Capacity

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	<ul style="list-style-type: none"> • Need to consider need v. State requirements when considering the role of Adult Education in South Orange County • Sue noted that there are current studies showing that there has been a reduction of males attending school; more funds should be attributed to recruitment efforts for males • Maryanne noted that data is from 2015/2016 and that data should not have shifted • Some Members were surprised with the high number of local high school graduates; however, the national level of high school graduates has decreased this year • Will noted that students who graduated in 2020/2021 would likely need more help in certain areas to succeed in college • Karima and Sue noted that HSE has been receiving referrals from younger students, as young as 15 years of age who are not on track to graduate; we can think about marketing to younger students • Nancy noted that students will likely need more help with communication skills due to online learning in the past year, and Maryanne explained that we are forgetting how to be social with each other • It is important to look beyond demographics and look at psychographics to see how students are thinking • Cultural aspect has a key role in marketing because data shows a large percentage of foreign born • When people have three things to look forward to, it keeps them learning and going to school; see three factors • Messaging must focus on pathways to greater learning • Full Capacity had great success with SC Adult with Disabilities Program and other community colleges • SC Adult with Disabilities classes are in-person and this is the area where we have been losing many students due to COVID; we need help reaching out to former and new students <p>Discussion</p> <ul style="list-style-type: none"> • Graduation requirements got changed for students impacted by COVID in the class of 2020-2021; Bill created to provide students with an opportunity to graduate <ul style="list-style-type: none"> - David currently has 65 students who are in their 5th year in high school - We do not know the number of students who are taking advantage of this • Kristia offered to assist with services as her role is to help students transition from non-credit to credit classes <ul style="list-style-type: none"> - Kristia explained that students need more wraparound services which she can help facilitate these • Karima asked that CTE have its own category on the High Priority Segments slide <ul style="list-style-type: none"> - Nancy noted that recent high school graduates can use CTE classes to supplement any skills needed due to the decrease in high school graduation requirements - Dominic noted that CTE has been impacted by the pandemic and that the pandemic as a factor applies as well as that CTE is interested in pathways • Maryanne thinks that a focus on pathway discussion is important when doing messaging and marketing 	
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	<p>Next Steps</p> <ul style="list-style-type: none"> • Nancy, Karima, and Will can meet with Maryanne and bring back updates and information for approval to the Members <ul style="list-style-type: none"> - Debbie would like to vote on ideas, such as by Google Survey - Susan asked for more clarification of the marketing direction - Kristia would like to join the working meetings 													
	<p>B. Announcements:</p> <ul style="list-style-type: none"> a. CAEP Summit 2021, https://caepsummit21.vfairs.com/ b. Three-Year Planning Meeting 10/15 													
8.	<p>MEMBER FUNDING NOTIFICATION <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												
	CUSD													
	SVUSD													
	LBUSD													
	IUSD													
	TUSD													
	Irvine Valley College													
	Saddleback College													
	College and College Advantage													
	Coastline ROP													
	Orange County Department of Education													
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" style="width: 100%; text-align: center;"> <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.	<p>ADJOURNMENT 2:32 PM</p>													

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Timeline

December 2020

- **Dec 1:** July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in
- **Dec 1:** 18/19, 19/20, & 20/21 member expense report due in NOVA (Q1)
- **Dec 1:** July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- **Dec 31:** 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

January 2021

- **Jan 31:** Student Data due in TOPSPro (Q2)

February 2021

- **Feb 28:** Preliminary allocations for 2021-22 and 2022-23 released by this date.

March 2021

- **Mar 1:** 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
- **Mar 1:** Close out of 18/19 Member Funds due in NOVA
- **Mar 31:** 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)
- **Mar 31:** Close out of 18/19 funds in NOVA certified by Consortia in NOVA
- **Mar 31:** End of Q3

April 2021

- **Apr 30:** Student Data due in TOPSPro (Q3)

May 2021

- **May 2:** CFADS for 2021-22 due in NOVA

June 2021

- **Jun 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)

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- **Jun 30:** End of Q4

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