



# Steering Committee Meeting Minutes **APPROVED**

**Monday, October 17, 2022 2:00-4:00 pm**

Presenter: Madelyn Arballo

Join Zoom Meeting

<https://mtsac-edu.zoom.us/j/89039007682>

<b>Baldwin Park</b> <u>X</u> Veronica Valenzuela	<b>Covina Valley</b> <u>X</u> Ryan Maddox <u>X</u> Virginia España	<b>Pomona</b> <u>  </u> Miguel Hurtado	<b>Consortium</b> <u>X</u> Ana Ramos
<b>Bassett</b> <u>X</u> Adder Argueta	<b>Hacienda-La Puente</b> <u>X</u> Gregory Buckner <u>X</u> Micah Goins	<b>Rowland</b> <u>X</u> Gale Lee	<b>Partners/guests present:</b>  <u>X</u> Omideh Miri
<b>Charter Oak</b> <u>X</u> Ivan Ayro <u>X</u> Michelle Lee	<b>Mt. SAC</b> <u>X</u> Madelyn Arballo <u>X</u> Tami Pearson		
Call to order: 2:00PM No Public Comment	Approval of the Minutes for <b>9/19/22</b> . Motion to approve by Greg Buckner, seconded by Ryan Maddox Minutes unanimously approved		
<b>Objectives for the day:</b>			
1. Consortium Updates <ul style="list-style-type: none"> <li>• Manager</li> <li>• Budget</li> </ul>	<p>Madelyn shared that the hiring process of the Mt. Regional Consortium Manager is completed.</p> <p>We have a new employee who is highly qualified with experience in adult schools and community college. Her start date is November 21, 2022</p> <p>Madelyn reviewed the Consortium Budget stating that the CAEP 2021-22 fund is spent down. The consortium CAEP 2022-23 operating funds mostly cover salaries, conferences, and other projected expenditures.</p>		
2. Workgroup Update	<p>Omideh Miri gave an overview of her workgroup presentation and mentioned that all the changes have been made for the workgroups meetings. She shared dates and leaders names for each workgroup. Ana put the links together and will email the members and CC: Leaders.</p> <p>First meeting will be to review the past progress for workgroups. Omi shared the timeline of the Workgroups, short-term goals and long-term goals by addressing the following questions into the future: What would like to see from workgroups meetings? How can we support you with data, DEISA (Diversity, Equity, Inclusion, Social Justice/SEL, and Accessibility), and other needs?</p> <p>Ryan Maddox asked how about the plan for the meetings?. Who's going to email – Omi mentioned that Ana will be emailing all the members and she will CC: Steering Committee Members and Directors.</p>		

3. Consortium Counseling	<p>Madelyn thanked all for welcoming Cindy Carrasco as the new Consortium Counselor – her job is to serve the consortium and plan how to work together.</p> <p>Madelyn explained the process for Special Admit (AESA) which is not technically dual enrollment (those are minor students). Omi shared the process for applying and the link. She also explained the eligibility, requirements and the process of the program. It will be a short flyer with accessibility to get all their staff and students involved. There are so many resources to help students to the right pathway. Omi gave a recommendation on the application process to, have students to fill out the form AND <u>CC: the Guidance Counselor</u>. Any questions/feedback or to request presentations, email Madelyn or Omi.</p>
4. Member Updates	<p><b>BPACE:</b> Shared that they have started the registration for second quarter. – Attendance for ESL classes are increasing. The ESL lower-level is having more impact than the ESL higher level. Happy to announce that BPACE hired another Counselor</p> <p><b>Bassett:</b> Shared that attendance is growing. Having program competitions: Electrical program and Child Development.</p> <p><b>Charter Oak:</b> Started Fall term on October 3<sup>rd</sup>. Having classes in person, hybrid and online. Attendance in Summer were little bit lower, but still doing pretty well.</p> <p><b>Covina-Valley:</b> Doing well this term, only few weeks remaining and will be closing for the thanksgiving break. Winter start after the break.</p> <p>Virginia put a flyer in the chat inviting all to the Showcase of Excellence at Tri-Community Adult Education on October 27, 2022 from 5-7pm.</p> <p>Visit our classes and participate in live demonstrations that will showcase our teachers and our students’ achievements</p> <p><b>HLPAE:</b> The Esthetician program is going well (over enrollment now) At this time, we are promoting the Spring Semester (Jan. 3, 2023 – May 19, 2023).</p> <p><b>Rowland:</b> This month we are holding workshops for GED/HiSET exams on October 18 &amp; 25, 2022. Gale announced that Stephanie Garcia is being hired as a full time ESL Counselor, starting this Friday.</p> <p><b>Mt. SAC</b> – Attendance has increased with a 50% in person and 50% online SCE had the Adult Education &amp; Family Literacy Week and ‘Mounties Against Ageism’ weeks and both were very successful.</p> <p>Tami shared that she is so happy that the new Mt. SAC Regional Manager will join the team on November 21<sup>st</sup>, 2022.</p> <p>All members expressed their enthusiasm for the good news and took the opportunity to thank Omideh Miri for helping the Consortium and demonstrating her professionalism and hard work in the absence of the Consortium Manager.</p>
5. Additional Items Remaining meeting dates for 2022	<ul style="list-style-type: none"> <li>• November 21, 2022 and December 19, 2022 meetings are canceled due to the School Districts closing for Thanksgiving and Winter Breaks.</li> <li>• All members agreed to meet on <u>12/5/22</u> in person to welcome the new Mt. SAC Regional Consortium Manager</li> <li>• Ana will send the meeting invite for this meeting.</li> </ul>
6. Adjourned	3:00 PM