Mendocino/Lake Adult and Career Education
(ML ACE) Meeting

Mendocino College

1000 Hensley Creek Rd.
Ukiah CA 95482
<mark>Room 6610</mark>
Friday, May 10, 2019 9:00 AM to 12:00 PM
Attendees: Debra Polak, Joe DelPrete, Brian Figg, Jesse Damian, Kalob Chauvin Payne, Penny Lauseng, Judy Kanavle, Christy Pedroncelli-Smith, Monica Whipple, Kita Grinberg, Beth Hampson, Garth Neil, Jeff Ritchley, Lisa Weiler, Pam Jensen, Dave Gengoux, Maggie VonVogt, Stacey Caico

Minutes

1. **Call to Order** 9:04am **(Action)**

2. **Introduction and Roll Call of Voting Members** **(Action)**

   Judy Kanavle (MC), Beth Hampson (LCOE), Joe Del Prete (KUSD), Brian Figg (ULUSD), Jesse Damien (MCOE), Kalob K

   (FBUSD), Penny Lauseng (UUSD), Maggie VonVogt (AVUSD) arrived @ 9:10, Jeff Ritchley (WUSD) arrived @ 10:07

3. **Changes/ Modifications to the Agenda** **(Action)**

   Motion to accept agenda as is with no changes or modifications made by Joe DelPrete/ Debra Polak - Approved

4. **Public Comments/ Correspondents** **(Discussion)**

   The MLACE welcomes public input. This agenda item is limited to matters that are under the jurisdiction of the MLCAE and are not listed elsewhere on this agenda. Comments are limited to three minutes per person, and 10 minutes per topic. Action on these matters is not allowed.

5. **Consent** **(Action)**

   All consent items are acted upon by a single vote with no discussion, unless pulled from Consent and placed on the agenda as a regular item.

   - Approval of April 12, 2019 Minutes
     Motion to approve April 12, 2019 minutes made by Joe DelPrete/ Brian Figg - Approved

6. **Assembly Bill 705** **(Discussion)**

   (Debra Polak will present an overview of AB705)

   Debra presented AB705 Math and English pathways to successful completion.

   - AB 705 is designed to address structural problems and inequities in the community college system around Math and English remediation. It is based on data from throughout the state on throughput and degree completion. The definition of throughput is putting the student in the class and getting the student through transfer level. Data from Fall '09-Spring '12 shows that only 6% of students completed a transferable math course in 3 years when they were placed in three or more levels below a transferable math course. Based on this data the legislation is telling the college that students will be placed in transfer level classes according to the students GPA, high school grades or high school coursework. Students will no longer take placement tests for Math and English. In the Fall of 2019 Mendocino College will be implementing new Accelerated English/Math Pathways. These pathway maps can be found on basecamp.

7. **Presentation by LiteracyPro** **(Informational)**

   (Garth Neil from LiteracyPro will update ML ACE on the Community Pro Suites software implementation)

Garth Neil went over what Community Pro Suite (CPS) offers to the new members of MLACE. The ppt of this presentation can be found on basecamp. The consortium next steps for implementing CPS is to discuss with the Mendocino College IT dept. about sharing data between Colleague and CPS and finalizing a contract with Mendocino College. A conversation needs to happen with CalJobs/EDD about sharing data into CPS as well. Garth has reached out to Bruce Wilson from the Workforce Alliance of the North Bay to facilitate this process. Members will need to go through the data that is in CPS to assure that they see their students' data. The support service information needs to be updated and sent over to CPS so that it can be put into the system with contact information and website links. Once this information is put into CPS our staff will all be trained on how to refer students. Any partners that we will be working with will need to sign sharing agreement contracts. The goal is to implement this by June 2020.

8. **Overview of next 6 months**   **(Action/Discussion)**
   (ML ACE will review deadlines and upcoming events for the next 6 months)
   Christy went over a ppt. of deadlines and meeting for the next 6 months. See Attached

9. **Strategic Planning**   **(Action/Discussion)**
   (ML ACE will review first draft of the 2019-2022 strategic plan)
   Christy handed out a rough draft of the strategic plan. The consortium went over 2.2 Pre-Planning Assessment as well as 2.4 Identifying Goals and Strategies. Christy had 4 SMART Goals written out for the consortium to agree and vote on.

   1. By June 2022, increase our consortium average enrollment rate by 2%.
      a. The consortium agreed to scratch this first Goal from the rough draft.
   2. By June 2022, improve the consortium average persistence rate to 70%.
      a. The consortium agreed this goal is fine and would like to keep.
   3. By June 2022, increase number of completed pathway maps from 1 to 3.
      a. The consortium agreed this goal is fine and would like to keep.
   4. By June 2022, increase the Mendocino College non-credit course offerings at Adult School locations by 10%.
      a. The consortium agreed this goal is fine and would like to keep.

Motion to approve the 3 SMART Goals and rough draft of the 2019-22 strategic plan made by Judy Kanavle/Joe DelPrete – Approved

Christy will send out an email of the final strategic plan to all voting members for approval.

10. **Member updates**   **(Discussion)**
    (ML ACE members will share out from the CCAE conference, the Collaborative Curriculum Alignment project and other updates)
    There wasn't enough time to allow all members to share updates. KUSD shared that they will no longer offer HiSET Prep in English starting next school year, $8,779 will be returned to the on-going pot of money.
    Christy let the consortium know that on-going and one-time proposals will be accepted and discussed for approval in the July 2019 meeting.

11. **Adjourn   12:10pm**   **(Action)**
    Next Meeting Date and Time
    a. July 15, 2019 from 9-12pm
    b. Data Workgroup 12:15-1:15, review end of year data, all members must be present

Appendix A

Schedule- Next 6 month

May
1st- One time proposal invoices due
2nd- CFADs for 2019-20 due
10th-ML ACE meeting
3 year plan final review & approval

June
1st- Q3 Expenses due to NOVA
7th-3 year plan due in NOVA
NO MEETING
30th – Certify Q3 Expenses in NOVA

July
15th-ML ACE meeting
EOY Student Data Discussion
One Time Proposals
31st-Student Data Due in TE (internal deadline July 14)

August
9th-ML ACE meeting
Annual Plan Due

September
13th-ML ACE meeting
1st-2018-19 Q4 expenses due in NOVA
1st-2018-19 expenses by program area due in NOVA
30th-2019-20 Budget & Workplan due in NOVA
30th-Certify Q4 Expenses in NOVA

October
11th-ML ACE meeting
One time proposals