



## GOAL Board Meeting Minutes

**Date:** October 8, 2018

**Time:** 12:00 PM – 1:30 PM

**Place:** Cabrillo College, GOAL Offices, Room 1602

### GOAL Board Members Comprised of the following representatives:

- Pajaro Valley Unified School District – Michelle Rodriguez (Alternate: Nancy Bilicich)
- Santa Cruz Adult City Schools – Kris Munro (Alternate: Dorothy Coito)
- Cabrillo College – Matthew Wetstein (Alternate: Terrence Willet)
- SC Office of Education – Michael Watkins (Alternate: Faris Sabbah)
- SC Workforce Development Board – Andy Stone

### In Attendance

#### **GOAL Board Members:**

Kris Munro

Michelle Rodriguez

Matthew Wetstein

Faris Sabbah

#### **GOAL Staff:**

Annabelle Rodriguez

Doreen O'Donovan

Jennifer Hallett

### **Guests & Community Members:**

Nancy Bilicich, Watsonville Aptos Santa Cruz Adult Education Director

Todd Livingstone, Watsonville Aptos Santa Cruz Adult Assistant Principal

Terrence Willett, Dean of Research, Planning, and Institutional Effectiveness

### **A. Opening Items**

Call to Order 12:00 PM

1. Approval of Agenda
  - a. Agenda unanimously approved
2. Meeting Minutes
  - a. Revisions: Terrence Willett spelling and Burr Guthrie's title is Adult Ed Coordinator, Campbell Adult and Community Education
  - b. Minutes unanimously approved

### **B. Public Comments**

1. None

### **C. Director Report**

1. CommunityPro
  - a. Partner organizations will have access to referrals without charge. The cost is \$3.56 per student per year. First year costs will be paid from Data and Accountability funds. The state has extended the deadline to use those funds to June 30, 2019.
  - b. This system will be better able to integrate with existing technology and more user-friendly than the currently used locally-developed program.

- c. Board suggested CommunityPro be contracted by the Consortia and Cabrillo College. Cabrillo College would pay for the yearly fees and would invoice all other associated users based on their use per student.
  - d. Each member and the consortium will approve data sharing agreement. System updates nightly with each member's data and allows for student's profile to be available as students move through the system.
  - e. The board suggested the ratification of the contract be added to the November's agenda and that each member review the contract.
2. I-BEST Implementation and Training
    - a. Training will be Nov. 2, 2018 co-hosted with Hartnell and Cabrillo College. Cost will be shared between both institutions.
    - b. This training is will be focused on instructors and administrators and GOAL will pay stipends for faculty from members who attend.
  3. 3-Year Plan
    - a. Director reviewed the "Data Tolls for Three Year Planning" presentation. The plan is due June 8, 2019
    - b. The board would like The Computer Science for All grant that creates a Computer Science pathway to Cabrillo to be included in the GOAL plan.
    - c. Board suggested the plan should take into consideration career fields that are declining and careers that are expected to grow, and include industry needs.
    - d. Director will be attending state planning training on October 24<sup>th</sup> and others are welcome to join.
    - e. Director gave a review of the recent Adult Education Board Grant Consortia Conference.
  4. Member Plans & Budgets
    - a. Member Plans and Budgets must be certified by October 30, 2018.
    - b. Budgets were submitted in improper formatting, awaiting resubmission.
  5. Staffing
    - a. Transition Specialist interviews were held last week.

#### **D. Presentations**

1. **Adult Ed Data:** Terrence Willett, Dean of Research, Planning, & Institutional Research for Cabrillo.
  - a. Terrence from the Cabrillo College shared adult education enrollment data.
  - b. Reviewed live data dashboard.
  - c. Interest has increased in non-Credit courses. They are open-enter and open-exit and have fewer requirements. There are ten areas that community colleges may offer non-credit courses in, four areas are Enhanced Non-Credit areas.
    - i. Primary and secondary courses
    - ii. English as a Second language
    - iii. Career Technology Education
    - iv. Adult Basic Education
2. **Ad Hoc: Data & Metrics**
  - a. Committee discussed creating a tool that would measure effectiveness for our programs based on the state requirements.
  - b. They would like to see a grid that shows where data resides now and what data will be provided in the future with Community Pro and other sources.

- c. The new law AB2098 [Adult Education Block Grant Program: immigration integration](#) focuses on meeting the needs of immigrant and refugee adults seeking integration. New metrics are being piloted now.
- d. The board discussed how the state will want to see outcomes of dollars invested, particularly in wages and business revenue in the future.
- e. The committee will do a gap analysis in our region by program area, geography etc.

**F. Additional Information**

- 1. Meeting Dates & Times
  - a. No changes.

**G. Closing Items**

- 1. Summary and Agenda Building
- 2. Evaluations

Adjourned 1:25 PM