



Sonoma County Adult Education Consortium Oversight Committee Minutes

DATE: May 17, 2023

TIME: 4:30 PM - 5:00 PM, Via Zoom Meeting

CALL TO ORDER: Chair Nancy Emanuele called the meeting to order at 4:32 pm

ROLL CALL: Secretary Joan Barrie took a verbal roll call. Present at the meeting were: Nancy Emanuele, Georgia Ioakimedes, Daniela Kingwill; Liz Liscum, and Sharon Ferrer. Absent was Samuel Martinez. Also present at the meeting were: Director Marlyn Garcia, Secretary Joan Barrie, Outreach Specialist Magdalena Mendoza, and Dual Enrollment Coordinator, Mariana Almaraz.

APPROVAL OF MINUTES OF MEETING HELD ON April 19, 2023 and April 26, 2023

Georgia made a motion seconded by Liz I to approve both sets of Minutes from April 19, 2023 and April 26, 2023. The Minutes were approved by the following vote: **AYES:** 5; **NOES:** 0; **ABSTAIN:** 0; **ABSENT:** 1

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:

No members of the public were present and no comments were made.

INFORMATION ITEMS

Annual Plan due in NOVA Aug. 15: After some discussion, a meeting was set for August 9th at an earlier time just for this one meeting to review the Annual Plan before it is submitted by Aug. 15th. Marlyn stated that she will be working with Nancy and Georgia to gather information for the Annual Plan and will send out the completed draft to members to review before the meeting on Aug, 9th.

CFAD Allocation Amendment: Marlyn reported that the CFAD document was submitted and Approved for FY 23/24. However, SCOE has agreed to give up 50% of their allocation just for this fiscal year. That portion of their allocation will be split between SRJC and PAS. Due to this, a CFAD amendment needs to be submitted in NOVA and approved by all members. Marlyn will send an email to all members notifying them when they should log into NOVA to approve the amendment.

Adult Dual Enrollment Program: Marlyn briefly explained that SB554 is similar to the high school dual enrollment program, However, this program is just for adult students who are working on completing their high school diploma or the high school equivalency with PAS or SRJC. The program allows these students to take credit classes at SRJC with waived tuition fees while they are working on completing their diploma/equivalency. They only have to pay a total of \$24 to cover the health and student fees. They can take up to 11 credits. The students do need to reapply every semester. This program is particularly great for undocumented students because they do not have to pay the out of state tuition, which is much higher. One of the requirements is for the student to meet with an SRJC counselor so that they can build an education plan with specific credit classes in which they can enroll.

Schedule Oversight Committee meetings for the next program year (2023-24)

After a brief discussion, it was decided to stick with the third Wednesday every other month Starting in September. There will also be an additional meeting on August 9th to review and approve the Annual Plan as stated above.

Member Reports and Announcements: Marlyn reported that SRJC is working on enrollment for the summer term. Most of the ESL and Adult Education classes are full, and are being offered both online and in person at the main SRJC Santa Rosa campus as well as the Roseland (formerly Southwest Center) campus. Staff will soon start working on enrollment for the fall semester, and flyers have been created for this purpose. The SCAEC website has also been updated with the new schedules for summer and fall.

Nancy reported that the chief business officer for Petaluma City Schools is retiring. Nancy is hoping that with new leadership, there may be an opportunity for the hiring of some positions. She also mentioned that their HSE and HS diploma programs are ending on June 29th for the Summer. The programs will start again in August. Nancy suggested that going forward we add an item to the agenda for important upcoming events and dates.

Georgia reported that the SCOE spring construction class in Sonoma is wrapping up on May 18th and the Santa Rosa class will wrap up in the next week or two. She also wanted to remind Marlyn and Nancy that SCOE purchased laptops and they are available if either SRJC or PAS is needing any.

Daniela reported that some new ESL instructors for non-credit ESL classes have been hired, so, some classes are being staffed that previously were not. More interviews will be taking place so they are hoping to be fully staffed by the fall.

Requests for Information: There were no requests from any of the members

ADJOURN: Chair Emanuele adjourned the meeting at 4:56 pm.