

Citrus College Adult Education Consortium  
AEBG Planning Committee Meeting  
Agenda – February 19, 2016

Time: 11:30am – 1:00pm  
Locale: Azusa Adult School Multi-Purpose Room  
Program Director: John Russell, Monrovia  
Member Reps: Felipe Delvasto, Claremont; Flint Fertig, Monrovia; Mary Ketza, Azusa; Jim Lancaster, Citrus College; Kevin Morris, Duarte; Rebecca Summers, Glendora  
Proxies: Ron LeTourneau, Glendora; Daniel Soriano, Azusa; Debbie Vanschoelandt, Citrus College  
Secretary: Margarita Alejandro, Monrovia

**Agenda Items**

<u>Item No.</u>	<u>Description</u>	<u>Presenter</u>
<b>1.0</b>	<b>Call to order:</b>	John
1.1	Roll	
1.2	Review and approve proposed agenda	
<b>2.0</b>	<b>Survey and enrollment data</b>	
2.1	Update on state data focus group findings	John
2.2	Review DRAFT survey, edit and finalize	Group discussion
2.3	Discuss implementation	
<b>3.0</b>	<b>MOU discussion and approval</b>	John
3.1	Review DRAFT MOU, edit and ratify	Group discussion
<b>4.0</b>	<b>ESL alignment meeting and process</b>	
4.1	Review aligned competencies to date (Reading, Writing,	John
4.2	Speaking, Listening)	
4.3	Analyze versus Citrus College Course outlines	John
	Discuss ongoing process	Group discussion