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In accordance with a recent amendment to the Ralph M. Brown Act, public records related to this public session agenda, that are provided to the Executive Board less than 72 hours before a regular meeting may be inspected by the public at the Azusa Adult Education main office 1134 S. Barranca Ave., Glendora, CA 91740 during regular office hours (8:00am – 4:00pm) and on the CCAEC website <http://www.ccadulted.org/> .



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, January 12, 2021

1:30 p.m.

Zoom Meeting

<https://us02web.zoom.us/j/88539736108>

Meeting ID: 885 3973 6108

AGENDA

1.0 CONVENE REGULAR EXECUTIVE BOARD OPEN SESSION MEETING (1:30)

1.1 Meeting called to order by Chair Flint Fertig at _____

1.2 Pledge of Allegiance

1.3 Roll call:

Felipe Delvasto, Representative	_____	John Russell, Regional Director	_____
Flint Fertig, Representative	_____	Calvin McKendrick, Proxy	_____
Ron Letourneau, Representative	_____	Rick Crosby, Proxy	_____
Paul Hernandez, Representative	_____	Rebecca Summers, Proxy	_____
Kevin Morris, Representative	_____	Saida Valdez, Proxy	_____
Michael Wangler, Representative	_____		_____

2.0 ORDER OF BUSINESS

Representative discussion/presentation of agenda items which could be moved up on the agenda.

2.1 Approve the minutes of the December 8, 2020 Regular Executive Board Open Session Meeting.

Motion by _____, seconded by _____ Vote _____
Representative Delvasto __ Representative Fertig __ Representative Hernandez __
Representative Letourneau __ Representative Morris __ Representative Wangler __

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa _____ Duarte _____
Citrus _____ Glendora _____
Claremont _____ Monrovia _____

3.2 Regional Director report.

3.3 Public comment for items not on the agenda.

3.3.1 Public comments for items on the Open Session Agenda.

4.0 TRANSITIONS SPECIALIST TO UPDATE BOARD ABOUT CONSORTIUM TRANSITIONS

Jason Green, the CCAEC Transition Specialist, will report to the board about the recently completed NC160, spring course offerings, Strong Workforce updates, other initiatives to increase transitions to CCD system.

5.0 BOARD INFORMATIONAL ITEM TO STRATEGIZE ON WAYS TO SUPPORT CCAEC TRANSITION SPECIALIST AND IMPLEMENT INITIATIVES

The board will discuss the Transitions Specialist report and find ways to support initiatives to increase transitions to CCD system.

6.0 BOARD INFORMATIONAL ITEM FOR SB 554 PUBLIC SCHOOLS: ADULT SCHOOL STUDENTS – ADVANCED SCHOLASTIC AND VOCATIONAL TRAINING PROGRAM

Regional Director will follow-up on this previous informational item discussing Senate Bill 554 and its implications in strengthening transitions.

7.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING



Documents to Support Agenda Items

January 12, 2021 Agenda

Agenda Item 4.0

Transition Specialist Report

CCAEC Transition Report 2020-2021

Jason Green 1/12/2021

NC 200 – Strategies for College Success – Cornerstone for success with transition to higher -ed (COUN 160). Additional essential skills:
Application process & course registration process

Citrus Community College, Fall 2020
Jason Green, Counselor and Instructor
Phone: (909) 480-5431 during office hours or arranged
Office Hours: Wednesday 11 – 1130
Email: jgreen@citruscollege.edu



NC 200: Preparation for Academic Success – Section 24020 ONLINE ~ Nov 03 – Dec 02, 2020

Phase 1 (1:1 via phone, text, email)

- Phone appointments with all students two weeks prior to day #1 of course
 - Application
 - Zoom Workshops
 - Course registration
 - Network Access
 - Canvas Access

- Connection made with each student
- Lessons in adapting and overcoming
- Expectations conveyed directly

Phase 2

- Week 1 through 5
 - Attendance
 - Recorded lessons
 - 2 students continued to struggle with Canvas access

Phase 4

- Finals
- Exit interview
- Collect Post Data

	Student Last Name	First Name	Student ID	District
1	Ayala	Brenda	A00203860	Azusa
2	Castillo	Wilma	A00372539	Claremont
3	Moreno	Nishelle	A00372215	Claremont
4	Murillo	Susan	A00372448	Claremont
5	Santamaria	Arlene	A00372290	Claremont
6	Sekeni	Sina	A00372289	Claremont
7	Aguirre	Isela	A00374325	Monrovia
8	Andrade	Vanessa	A00373519	Monrovia
9	Carrango	Giselle	A00373965	Monrovia
10	Contreras	Gabriel	A00373306	Monrovia
11	Mack	Stephanie	A00373254	Monrovia
12	Barragan	Olga	A00374248	Azusa
13	Castro	Isaiah	A00374411	Azusa
14	Galovich	Andrea	A00374324	Azusa
15	Inocencio	Alyssa		Azusa
16	Martinez	Adriana		Azusa
17	Delgadillo	Arturo		Claremont
18	Ramirez	Gloria		Claremont
19	Singson	Anthony	A00372213	Claremont
20	Espinosa-Gaytan	Xochitil	A00373596	Monrovia
21	Castellanos	Elsy	A00050649	Azusa

Adult-Ed Students receiving transitional support

Success Report – Elsy Castellanos from Azusa. Supported student through entire process with post-follow-up after class began. Student enrolled in ASL and as of now is successfully progressing through the course.

NC 200 Fall 2020 Pre/Post Data - Student learning Outcomes

				1-PRE	1-POST	2-PRE	2-POST	3-PRE	3-POST	4-PRE	4-POST	5-PRE	5-POST
1	Castillo	Wilma	A00372539	3	5	4	5	3	5	4	5	5	5
2	Moreno	Nishelle	A00372215	3	5	5	5	3	5	3	5	5	5
3	Murillo	Susan	A00372448	5	5	3	5	3	5	4	5	4	4
4	Santamaria	Arlene	A00372290	4	5	4	5	5	5	4	4	5	4
5	Sekeni	Sina	A00372289	4	4	4	4	4	5	4	4	4	4
6	Aguirre	Isela	A00374325	1	5	1	5	1	5	1	5	5	5
7	Andrade	Vanessa	A00373519	1	5	3	5	3	5	1	5	1	5
8	Carrango	Giselle	A00373965	3	4	5	5	4	5	4	4	3	3
9	Contreras	Gabriel	A00373306	4	5	4	5	4	5	3	4	5	4
10	Mack	Stephanie	A00373254	3	3	2	4	3	4	4	4	1	4
			<i>Average</i>	3.1	4.6	3.5	4.8	3.3	4.9	3.2	4.5	3.8	4.3
			<i>Percent increase</i>	48.39%		37.14%		48.48%		40.63%		13.16%	

- 1 I am knowledgeable about the community college admission and course registration process.
- 2 I feel confident that I can successfully complete a community college credit course
- 3 I know my own learning style and feel proficient in study skills necessary to successfully a college course
- 4 I have the skills to manage my time efficiently so that I may prioritize tasks and events in order to effectively prepare for college courses.
- 5 I am confident about taking tests and managing anxiety associated with exams.

On a scale of 1 to 5 (Strongly disagree 1, disagree 2, neither agree not disagree 3, agree 4, strongly agree

5)

Recommended course of action as we begin 2021:

1. Plan for NC 200 course offerings
2. Work with students individually, in small groups, and in non-Citrus-College classroom settings online at identifying immediate transitional needs and developing individualized success plans to prepare students to actively engage high-ed learning while effectively managing the factors that impact success outcomes:
 - a. Setting goals
 - b. Motivation
 - c. Time management
 - d. Stress
 - e. Test-taking
 - f. Anxiety
 - g. Preparation
 - h. Access skills
 - i. Application
 - ii. Registration for courses
 - i. Classroom skills
 - i. Listening,
 - ii. Notes
 - iii. Class positioning
 - iv. Instructor (working with)
 - v. Participation
 - vi. Communication (office hours, email)
 - j. Study Skills
 - i. Memory
 - ii. Reading
 - iii. Managing surroundings
3. Collect and report success outcome data related to student transition to high education

Jason Green

(909) 480-5431