2026-27

TST Agenda/Minutes

TST Project Gantt Tracker	2025-26 Annual Plan 2025-28 Three Yr Plan	Healthcare Pathway Map	FH Dual Enrollment Form
NSCCC Dual Enrollment Tracker: 2021 thru 2025	Dual Enrollment Cohorts (COUN5 / 403A&B) Tracker	TST Detailed **Annual Plan Goals:**	Intro To Consortium Slidedeck
Foothill DE Form Link	BACCC Adult Pathway Agenda	ESL Skills Alignment 2021-22	

Meeting Values

STUDENT FOCUSED: We will prioritize students' experiences, outcomes, & growth.

GROUP MEMBERS ARE HEARD, RESPECTED, AND SUPPORTED: Actively participating and listening for understanding. Assume best intentions. Allow for patience and grace with each other.

COMMUNICATION: Meetings are a safe space to share ideas, concerns, and discuss any miscommunications. Communication will be transparent, timely, clear, and as thorough as possible. Feedback is provided constructively with respect and empathy.

FLEXIBILITY: We will stay open to new ideas and understand and respect the goals of the other parties.

LEADERSHIP AND STRUCTURE OF MEETING: We will stay on topic and have a clear purpose and agenda for our meetings. We will monitor and follow up on any conflict that arises. Team members share responsibility for meetings.

To help create a sense of engagement, connection, and shared participation, team members participate in the meeting with their video on when able.

TST October Meeting
10/5/26
Zoom

Attendees: Desirie, Janie, Tina, Sripriya, Christian, Saul

Warm Up, Values & Check ins (10 min)
MVLA: Job & Career Fair

FUHSD: 40 Adult School students have participated in Dual Enrollment so far this school year. Fall: HIST 3C (De Anza, on our campus) and CHLD 88B (Foothill, online). Winter: HIST 17C (De Anza, on our campus) and CHLD 56N (Foothill, online), with saved seats available. **Upcoming events:** College Information Session on 11/2 at 5:30 PM in the Boardroom; College Application Workshop on 11/9 at 5:30 PM in ACE Room 6. Career Fair W 11/18 PM.

Foothill:
Wait for Zee to come back to cover for Nury: Nov 16ish thru Dec 23

De Anza:
Saul is back on the team in a new position
Tiffany return November 16ish

Schedule Meetings for the year (10 min)
Monday, 11/16 1-2:30

Check on Summer Cohorts (10 min)

- Make sure Summer students have followup counseling to plan for Fall
    - COUN 5 (tiered follow-up plan)
        - Some students had challenges participating in the Online portion
        - Ask Thomas about making this a co-located course at FUHSD. Is that possible? Would Christian or Saul be able to teach it.
    - NCEL 403A/B
        - PAAS had 20 students who responded to survey
            - Shared info with Janie/Foohill
            - Janie set up appts with these students
            - Students had good experience: only to high intermediate and advances

            - No negative feedback from teacher this term about students not being prepared
    - NCEL 400
        - Students did not respond to survey
- Adult Schools:
    - Send follow up emails to all students to check in with them– have them fill out the survey
    - Fall status added to trackers: return to AS or fully matriculated
        - If fully matriculating:
            - Foothill: AS TST reaches out to Janie to go over students on the tracker who will be fully matriculated
            - De Anza: Christian, the ed plan is done in the class. He will schedule follow up appt as needed?
                - Survey (have desire add the link here)

Transition Activities (50 min)

- *TST Project Gantt Tracker* (10 min)
- Work on TST Dual Enrollment Guide 26-27 (40 min)
- Healthcare Classroom Info Sessions TST help identify the best time. Bring info to CTE Team to schedule (5 min)
    - CTE coordinators will know the best classes to prompt this to and work with the TST team (add to the TST gantt tracker)
    - End of the CNA & MA programs (Spring)
    - TST feedback:
        - FUHSD:
            - Going into classes got too complicated
            - Offer zoom sessions (am/pm) every quarter

MVLA: information on when courses in the EMT & PHl courses are being offered. When are we starting this promotion push?

Set November Agenda (5 min)

- Foothill: AS TST reaches out to Janie or Nury to go over students on the tracker who will be fully matriculated
- De Anza: Christian, the ed plan is done in the class. He will schedule a follow up appt as needed?
    - Survey (have desire add the link here)

2026-27 Transition Activities

- **Fall Transition Activities**
    - *TST Project Gantt Tracker*
- **Other Goals:**
    - Subcommittee Work
        - NSCCC Visit Form
        - Discuss Student Friendly Dual Enrollment Guide Reviewed step 1
        - Revisit Passport
    - Discuss CTE Team Work
        - Additional Classroom Info visits fro Healthcare Pathways
        - Case Manage Manage software/tools
    - Create a TST system for helping dual enrolled students re-apply once they become fully matriculated.
        - .Foothill: Students need to apply again when they become a matriculated student (the status will change or FH can do it manually). We can explain to the student when they matriculate they need to apply again or we can let the student know we will notify the college.
        - De Anza: Tiffany can't make changes in banner but she has requested to help with this. Don't add a specific section number on the DE form. Add the course name not the CRN#. Students are categorized as Special Admit Adult Ed Learners (there is no way to determine unless they reapply).
    - Create a plan/strategy for students who are transitioning from adult schools to colleges that are not utilizing dual enrollment.

Remember in 2026-27

Flyer Requests

Class Name and Abbreviation Ex: Introduction to College: COUN 5

Brief Description

CRN (if De Anza