

Full TST
Tuesday, May 19
1:30-3:00pm
zoom

Attendees: Desirie, Sripriya, Tina, Janie, Zee, Christian, Kim, and Jenée

Warm Up: Kim

Time keeper:

Note Taker:

Process Observer: Jenée & Whole TST

Warm up & check ins (10 min)

Transition Activities

- (TST Project Gantt Tracker) (30 min)
 - Numbers for COUN 5
 - MVLA may not have students interested (maybe 1 or 2)
 - Christian will follow up with Thomas & Randy
- Summer (20 min)
 - COUN5 check in
 - What's our count at?
 - Estimate getting to 12 after drops
 - Christian to check in with Thomas and Randy about opening up to general public
 - 403A/B check in
 - 20 saved seats from multiple sections
 - Only 1 class has surpassed the 20 mark
 - Janie will check in to see what classes are at capacity
 - June 1st (deadline by June 5th)
 - If you have students who want the class **by June 1st** let Janie & Zee know
 - Sripriya, are the PAAS students planning on returning to PAAS in the fall? Or fully matriculating?
 - The students who are matriculating wanted the NCEL classes in person
 - Use last colum on spreadsheet for notes about whether the student is returning to adult school or fully matriculating
 - Are the NCEL students getting a counseling appointment?
 - Foothill: Students can reach out to Janie or Nury at Foothill
 - De Anza: Christian available until the second week of August
 - Are the NCEL students getting a counseling appointment?
 - Class Ending Dates:

- COUN 5 July 16th (tiered follow-up plan)
- NCEL 403A July 24th
- NCEL 403B August 21st
- NCEL 400 August 7th
- Kim with check w/Martitza about the possibility of counseling apts
- Check In: New Special Admit forms that include updated summer credit limit (11 units)
 - Desirie will add it to IK12 once completed
 - Janie will look into making other changes including the CRN# for FH & not De Anza
- Make sure Summer students have followup counseling to plan for Fall
 - When will this happen??
 - Can we track this on the shared spreadsheet?
 - AS TST connects with their returning students to make sure they have a plan?
- Fall (10 min)
 - Create a plan/strategy for students who are transitioning from adult schools to colleges that are not utilizing dual enrollment.
 - Finalize this in June meeting?

Flyer Requests: (10 min)

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

Brief Description

CRN (if De Anza)

Start and End Dates

Modality / Location

Time

Any other relevant information like deadline to register

- General NC ESL flyer? Fall
 - Early Childhood
 - Food worker
 - Computer Skills
- Can create more general FAQ's

Subcommittee Work: (30 min)

- NSCCC Visit Form
- Discuss Student Friendly Dual Enrollment Guide Reviewed step 1
 - a. Subcommittee meeting: Monday, May 18th at 9:00 am - 10:00 am
 - i. Desirie will send out the invite
 - ii. Kim will check to see what's being used

Set June Agenda (10 min)

Warm up

Time keeper

Note taker

Note from Christian in May meeting:

For our opening day in September, I'm open to making time AS students that will be attending, I know we haven't done this the last few years.

Future Agenda:

Create a TST system for Adult school students who have to change DE status.

Notes from last meeting:

- 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: Recommend the student to reapply
 - a. 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).