

April TST Meeting  
4/24/2024  
2:30-4pm

Attendees: Desirie, Gina, Christian, Tiffany, Nury, Maritza, Sripriya, & Jenée

Agenda 2:30-4:00pm
Meeting Norms (2:30 – 2:35pm)
Annual Plan Activities focused Work: (2:35 - 3:40pm) <ul style="list-style-type: none"><li>● Check the calendering Process (#3.2A) (2:35–2:40pm)<ul style="list-style-type: none"><li>○ As of now, does anything need to be added?</li></ul></li><li>● Check in on COUN5 Recruitment (#2.1B) (2:40-4:50pm)<ul style="list-style-type: none"><li>○ cohort tracker</li></ul></li><li>● Work on developing clear (EL) HC Pathway Map Visual (2:50– 3:25pm)<ul style="list-style-type: none"><li>○ Healthcare Pathway Map</li></ul></li><li>● Discuss best practices for “Early Intervention” strategy in NSCCC cohorts (3:25–3:40pm)</li></ul>
Updates (3:40–3:50pm)
Plan next meeting (3:50-4:00pm)

Outcomes / Goals
#1. Make sure TST Calendar is up-to-date
#2. Make sure we’re on schedule with De Anza COUN 5 cohort recruitment
#3, Develop clear (ELL) HC Pathway Map Visual.
#4. Discuss best practices for “Early Intervention” strategy in NSCCC cohorts
#5. Set agenda for next meeting

Annual Plan Activities focused Work: (2:35 - 3:40am)
#1. Check the calendering Process (#3.2A) (2:35–2:40pm)

- As of now, does anything need to be added?
- Resources: TST Calendar

## #2. Check in on COUN5 Recruitment due dates (#2.1B) (2:40-4:50pm)

- cohort tracker
- “cheat sheet”– can this be a pre-course workshop?
- Students in AS app workshops– their CIW # is delayed. How can we streamline
- **Friday, March 21:** College Provide Class Info Flier to Adult School
- **Friday, May 3 ~~April 25th~~:** Open spots for other adult schools if they haven't filled their 12 spots.
- **Friday, May 10 ~~3th~~:** Determine if the adult schools collectively have at least 20 students and share this information with community college.
- **Friday, May 17th:** Dual Enrollment forms due.
- **Friday, May 17th:** Send a list of students from each adult school to the community college so they can add the students to the Counseling 5 course (these students will already be approved for dual enrollment)

## #3. Work on developing clear ELL HC Pathway Map Visual (2:50– 3:25pm)

- Healthcare Pathway Map
- FUHSD– Desirie go into Advanced ESL for a application workshop to sign up for this course

## # 4. Discuss best practices for “Early Intervention” strategy in NSCCC Dual Enrollment Cohorts (3:25–3:40pm)

Brainstorming ideas from LB:

- *First line of support:* teacher
- *Second line of support::* embedded tutor
  - Offers personal support in class / for 30 min after class (DA COUN5)
  - AS & CC TST Members are informed
    - Student Support Notes column on cohort tracker
  - Check list for the tutor to help support the students
- *Third Line of Support:*
  - CC TST discusses this with AS TST ?
  - AS TST checks in with student if deemed necessary
  - AS TST Is informed if student drops course

## Updates (3:40–3:50pm)

## Plan Next Meeting

3:50-4:00pm

What meeting can cindy come to for 15 min mental health

**Additional Actions:**

Guest Speaker Series:

- financial Aid person come and give main points of change
- Residency / Visas (Pauline brown)
- Application Support / blocked applications

Felisa brings the ESL pronunciation cheat sheet to the meeting. As have their ESL instructors look at it. (10:50-11:20)

- General understanding of using canvas
- <https://foothill.edu/onlinelearning/canvas-student-orientation.html>
  - JANIE TO LOOK INTO IF THIS is offered every quarter. If not, can we get it for AS students taking courses winter/spring