

November CAA WG Meeting: 11/4/22, 1-2:30pm

Zoom

Attendees: Raji (co-chair), Felisa, Leah, Simone, Sara, Bob, Randy, Lynn, Amy, Gina, Sripriya, Vins, & Jenéep[[

Working Agenda / Meeting Minutes

Agency Updates:

- Any updates/discussions that you don't want recorded?
 - ◆ Felisa introduced Leah to the group. We all introduced ourselves
- Can we push back the date to 12/1 (Thursday) or the start time of the December meeting to 2:15 or 2:30? I have an in person training that day I would like to take.
- Raji- update on Child Dev dual enrollment sessions?
 - ◆ 12 are now registered in 88B
 - ◆ 4 are in multiple CH DEV classes
- Desirie & Gina start a discussion with Sripriya about promoting 2023 Spring AS CTE courses to PAAS students: Jan/Feb
 - ◆ MVLA catalogs are out
 - ◆ Keep dialog going
- Foothill: [NCEL405](#) winter session update
 - ◆ Once dates for NCEL405 are set- get a flier together to promote it across the consortium. Saved seats # to Valerie by 11/10
- De Anza
 - ◆ Winter Quarter American Pronunciation classes
 - ESL 260 First week of January, Monday Wednesday 6.30 PM-8.00 PM (5 seats held for AS students) online synchronous
 - ESL 260 B First week of January, Tuesday/Thursday 10:30 AM-12:00 PM (5 seats held for AS students) online synchronous
 - Electives= no placement
 - Transition team, please have students special admit form into Felisa before 12/6.
 - They will be manual enrolled
 - ◆ CIS399 (de anza) [Office Software Applications](#): for Intermediate high and above level adult ed students
 - Winter (too late to save seats) & Spring (let's focus on this for a dual enrollment opp) 2023 (fills up fast)
 - Looking as a possible co-timed course in the Spring

Project Updates:

→ Develop plan for CAA WG members to reach out to their departments regarding the dual enrollment plan (see agenda below for more details). Get a proposal for this idea done in the November meeting. Raji and Jenée present it at the January

◆ AS ESL /ASE/HSD Student Focused:

- make a pathway doc that shows all of these pathway connections
- 2023-24: Connect this to a COAP and then turn it into payment points, too!
- Courses to focus on:
 - Soft PreReq: Counseling 5 (doing this) or CLP5
 - HTEC50 (DA)
 - FH COUN1 (FH)
 - CIS399 DA
 - ESL Bridge Classes (FH)
 - CHLD88 (FH)(doing this)
- Co-Time Options
 - Class is held in real with the adult school class
 - ◆ Removes lack of classroom space issue
 - ◆ For computer class- use chromebooks
 - Adjunct to the adult school class (co-located) either before or after class
 - A complete async class- that would be supported by an embedded tutor

◆ Next steps:

- Identify a class
- MVLA are in-person / FUHS students want more online
- Which options work best in summer vs school year
- CCAP: Identify classes?

→ This was brought up for further discussion at this time?

◆ Need system/procedure for AS faculty/transitions to promote these courses

- Need to get info about the college courses we are promoting/Course links/info/
 - In today's meeting, we all created the Template for Dual Enrollment Information Dispersal.
 - ◆ Purpose: Standardize template to dispers college dual enrollment opportunities to adult school students.
 - ◆ Directions: This document will go to transition advisors/counselors at the adult schools who will send it out to staff/faculty at their location.
- To Do: Create a potential pathway doc with all the offering for the ESL teachers and transition staff
 - Course info
 - When offered
 - Units
 - Other info?