

August CAA WG Meeting: 8/12/22, 1-2:30pm

Zoom

Attendees: Raji (Co-Chair), Jonathan F, Magali, Sarah K, Simone, W, Bob L, Gina R, Tom K, Jenée C

Working Agenda/Minutes

This will be our warm-up meeting to kick-off the year! I know many of you are still not back to school. We will review the following document that will provide the framework for our work in these meetings for the coming year:

1:00-1:20 – Hello and recruit for a CHAIR/CO-CHAIR for this workgroup

1:20-1:45 – Decide on the structure of the workgroup

1:45 – 2:20 – Start filling out the chart for agenda items going forward: **New Activities Workflow**

Spreadsheet

2:20-2:30 – Recap and set actions items for the next meeting (Fri Sep 9th -we will set meeting dates for the year on Sep 9th)

- Chair/Co-chair recruitment: no one is willing to commit especially without a job description and compensation. Most members are part-time faculty and it makes it challenging without the role being well defined and compensation not clear.
- Still not decided if we should keep our workgroups separate or combined. We are going to stay together for the short term until it needs to be different.
- Please refer to this document to see the scope of work for this group.

Action items for the next meeting 9/16 (1-2:30pm):

- Bring data of how many people test out of your ESL levels at the Adult Schools. The rationale behind this is to quantify how many people are in this group. This will help inform our collective investment in this group of students.
- Check out existing non-credit offerings at [Foothill](#) and [DeAnza](#) to see how the adult schools can leverage current offerings through dual-enrollment for their ESL, ASE and CTE students, WITHOUT having to create a transition class. Both college websites for non-credit are hyperlinked: [Foothill](#) & [De Anza](#)
 - PAAS/MVLA: look at the non-credit assets at the colleges to see if there are pathways that already exists that align with what the individual adult schools already offer or that their students will be interested,
- Bring your calendar as we will set meeting dates for the rest of the year at the next workgroup meeting on Sep 16th.