

Minutes (Public Meeting) General Meeting

SMRC for Adult Education Monthly Meeting	
11.8.21	3:00 pm – 4:30 pm Online ZOOM Meeting
Meeting called by	Devon Smith
Type of meeting	Consortia – Monthly Meeting
Facilitator	Ashley Mejia, Anthony Fuller
Note taker	Lorena Martin
Timekeeper	Lorena Martin
Attendees	Anthony Fuller, Alexandra Hernandez, Ashley Mejia, Audra Wells, Devon Smith, Dione Smith, Harmony Rousseau, Jaime Cedano, Karen Mitchell, Kathy Zurich-Lunsford, Liz Koenig, Lois Bostwick, Lorena Martin, Luis Jauregui, Maria Leon-Vazquez, Marie Gabriel, Nancy Bender, Nataly Gonzalez, Patricia Hernandez, Saman Mehrazar, Scott Silverman, Stephanie Lewis
Review/Approval of Minutes	

Welcome, Establishment of Meeting Norms		
3:00 - 3:05 pm	Anthony Fuller	
Discussion	Meeting opened, members welcomed and meeting norms were communicated.	
	<ul style="list-style-type: none"> Anthony Fuller: Welcomed participants and asked for members to share a positive thought or experience. 	
Conclusions	Participants welcomed and group members shared recent positive experiences.	
Action Items	Person Responsible	Deadline
N/A		

District Updates		
3:05 - 3:20 pm	Devon Smith, Scott Silverman	
Discussion	Brief District updates for each program.	
	<ul style="list-style-type: none"> Devon Smith (SMMUSD): COVID testing conducted once a week and going well. There are no major issues and it is a regularly accepted event. Currently experiencing a shortage of Certificated and Classified staff members. It is challenging to engage in professional development because of substitute shortage. Principals have had to take over and teach a class for multiple days due to shortage. Proud of what we are doing. Scott Silverman (SMC Noncredit): SMC is experiencing much the same things. Slowly trying to progress to normal operations. Spring is expected to conduct 40% on ground. Currently at 15%. Student enrollment is overall down. There is less traffic even remotely, but things will probably pick up. 	
Conclusions	Group members received information regarding District updates.	
Action Items	Person Responsible	Deadline
N/A		

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3-Year Planning Timeline		
3:20 - 3:35 pm	Ashley Mejia	
Discussion	3-Year planning timeline shared with group.	
	<ul style="list-style-type: none"> Ashley Mejia: Review of planning timeline. Possible opportunities for partner input from different agencies. New CAEP metrics for SMRC will probably focus on ESL. Timeline - Survey students and staff in November. Meet with JVS in December. Decide on metrics December through February. Gather input from panthers February through April. Meetings being very participatory. Identify activities and strategies that will help us meet targets. Partner outreach to JVS, Chrysalis and HTA. Writing will take place in May. Plan to be submitted in June. Scott Silverman: It is an ambitious timeline, but we can get it done and we will be good. Anthony Fuller: Asked clarifying questions regarding survey. 	
Conclusions	Group members were informed regarding the timeline and gave input.	
Action Items	Person Responsible	Deadline
N/A		

Campus Community Surveys		
3:35 - 3:55 pm	Ashley Mejia	
Discussion	Brief description of survey and timeline.	
	<ul style="list-style-type: none"> Ashley Mejia: Sending surveys by email out to all students. Will also request staff to make part of class to make sure we get all of our students input. Survey will support how students would like classes delivered, engage in students' sense of belonging in classrooms and barriers to employment. Hope to have all students complete by the end of December of this year. Staff to look and analyze data over winter break to inform what we are writing. Anthony Fuller: Asked clarifying questions regarding survey. 	
Conclusions	Group members were informed regarding the upcoming survey and asked clarifying questions.	
Action Items	Person Responsible	Deadline
Student Survey Implementation & Report out	Ashley Mejia & Anthony Fuller	January 2022

Updates and Announcements from our Community Partners		
3:55 - 4:25 pm	All Attendees	
Discussion	Updates and announcements requested from community partners.	
	<ul style="list-style-type: none"> Ashley Mejia (SMC): CNA and in-home aid programs have received approval and are something to be excited about. Noncredit counselors have put together a "Student Resource Guide" for SMC noncredit initiatives. Resource guide in use now. Kudos to Christina and Norma for putting the guide together. Scott Silverman (SMC): Please feel free to share quick updates, new changes, or cool events coming up. Nancy Bender (Santa Monica Public Library): On the verge of opening up Pico location. Not a lot of seating and limited time. Study rooms will be available for use and computers will be accessible for a period of one hour. Masks will be required. 	

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- Karen Mitchell (HTA): Hospitality hiring fair on 11/9/21 at 9am-1pm and 11/11/21 at 5pm-9pm. Background checks and drug testing will be conducted. Hiring for cooks, cashiers, warehouse, and club attendants. Apply ahead of time or at the stadium.
- Devon Smith (SMMUSD): Sounds like an amazing opportunity to attend the superbowl!
- Lois Bostwick (SMC): Saturday morning farmers market at Virginia Park is wonderful.
- Alejandra Hernandez (Chrysalis): Open for in-person services on Tuesday and Thursday for anyone needing help finding a job. Flyer provided.
- Maria Leon-Vasquez (SMC): CNA position to open up at SMC is a great opportunity and great pathway!

Conclusions	Members received information and asked supporting questions. Members thanked for participation, questions answered, information shared and flyers posted.
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Action Items	Person Responsible	Deadline
N/A		

Closing Comments

4:25 - 4:30 pm	Anthony Fuller
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Discussion	Closing comments.
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- Scott Silverman: Thank you everyone and thank you for the updates. Fliers to be sent out to everyone within minutes.
- Sam Mehrazar: Will be sending out one mass email with updates.

Conclusions	Members thanked for their participation.
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Action Items	Person Responsible	Deadline
N/A		

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