

Santa Monica Regional Consortium for Adult Education Meeting

November 18, 2015 – 4:30 pm
Santa Monica College, Bundy Campus 123

In attendance: Wendy Holmes, Olga Saucedo, Lorena Martin, Alexandra Morgan, Glenna Dumey, Melody Nightingale, Anthony Fuller, Leah Culberg, Ellen Edeburn, Michael Bronstein, Titia Murphy, Paul Hammond, Laura Manson, Lois Bostwick, Ferris Kwar, Flavia de Mello, Greg Bushin, Luis Jauregui, Harmony Rousseau, Lynn Harvey, Audra Wells, Dawn Murphy, Erica LeBlanc

Tour of Bundy Campus facilities

Attendees were provided a tour of the Bundy facilities including: student reception area, computer laboratory/library, counseling services offices, classrooms, faculty resource closet, and the faculty workroom.

Minutes Approval

Dawn Murphy - Moved to approve minutes with suggested edits
Glenna Dumey - 2nd

Public Comment

None

Website version 1.0

The SMC Project Manager Adult Education Programs, Dawn Murphy, presented an overview of the new Consortium website www.smadulted.org. The website is still under development. Verbiage will be completed soon and the need for relevant photos from the member organizations was requested. In addition, the website has a subscribe function embedded and it was requested that all attendees subscribe by going to the website and entering their email address. This subscription can then be used for a Consortium newsletter or other announcements.

Consortium Updates

Planning Grant Fiscal Reports

SMCCD Extension Allocation \$59,574:

\$26,781.72 expended as of the end of October - 45% of SMCCD's allocation

All remaining funds have been encumbered and all funds will be expended by the end of the grant period (December 31st)

SMMUSD Extension Allocation \$44,426:

All funds have been encumbered and all funds will be expended by the end of the grant period (December 31st)

minutes

CTE New consortium participants

SMC's Co-Project Director has been recruiting CTE department representatives from the college to join the consortium effort with the intent of developing noncredit courses and certificate program for Adult Education students. Some of these representatives were in attendance at the meeting including Laura Manson, Department Chair of the Early Childhood Education/Education Department and Ferris Kavar, Project Manager Sustainability. Ideas for potential programs were shared such as Bike Repair or Ebike technology and business, Academic Coaching workforce preparation, Instructional Aide. These department representatives will begin work on course and program development in the new year.

Annual Plan Review and Approval

Final draft copies of the Annual Plan were provided to the meeting attendees and a brief overview was provided. Approval of the plan was given by the governing board members and signatures were affixed to the plan document.

Announcements

- 3-year update submitted November 6th
- Annual Plan draft submitted November 6th
- Final Annual Plan due for submission following this meeting
- Detailed Budgets Due December 11th

NEXT MEETING: WEDNESDAY, DECEMBER 9th 4:30 PM, OLYMPIC HIGH SCHOOL / ROOM 3