

About Students Regional Consortium  
November 6, 2017  
IBEW 2:00 – 4:00 P.M.

Present: Omar Andrade, Dr. Patricia Bazanos, Rachel Bramlett, Naomi Garcia, Mark LeNoir, Joan Patrick, Thea Quigley, Thoibi Rublaitus, Craig Shifleet, Lorraine Shihad, Leighann Myatt, Julie Pahkonen, Julissa Valencia.

**AEBG Office Updates:**

AEBG Regional Training:

- Wednesday, Thursday, November 15-16, 2017 San Bernardino Valley CC
- 11/15/17: 9:00 - 3:30 Data and Accountability
- 11/16/17: 9:00 - 12:00 AEBG Assessment Basics
- 11/16/17: 1:00 – 3:30 TOPS Enterprise Basics

-New Fiscal Reporting System: Nova

- Webinar Training October 20, 2017

Due December 15, 2017

- 2016/17 Remaining Unspent Funds
- 2017/18 Budget Submission - **Approved on October 9, 17 consortium Meeting**

Due December 20, 2017

- Data and accountability revision
- 2015/16 Budget revision – Budget revision is complete, also every member must input their own budget report into NOVA.

**AEBG Additional Updates:**

- **AEBG Webinar Series Schedule**

<http://aebg.cccco.edu/Events/AEBG-Webinars>

- **Consortia Director Event Oct. 12-13**
- Save the Date: Third Annual AEBG Summit Jan 22-23 - only 5 members are allowed to go, the consortium must decide which members are going to attend.
- Proposals for 2018 Presenters

## Technical Assistance Project (AEBG TAP)

Tap Webinar and Support: email link

Upcoming Webinars

- Wednesday, November 8, 2017 AEBG Elevate & Educate Campaign: Working with Key Influencers to Build Support
- Wednesday, November 29, 2017 Live Demonstration of NOVA
- Wednesday, December 6, 2017 Two Integrated Education and Training Models
- Friday, December 1, 2017 AEBG Consortium Level Administrative Oversight Requirement ( Audit Review)
- Friday, December 8, 2017 AEBG Pre- Apprenticeship
- Wednesday, December 13, 2017 Digital Badges OTAN hosted by Blair Roy.

## TAP Archived Webinars

- Building an effective outreach plan for adult education
- Upcoming regional training Highlights
- Teaching Vocabulary with Technology
- Engaging Employers Effectively with the mission of Adult Education
- Mobil Digital Transitions
- Import and Export Student data to TOPSpro Enterprise
- \*New Fiscal System- NOVA
- Data, Partnerships and Support Services... Key Strategies to student Success harnessing the power of Social Media for Advancing Adult Education.

## 2017/18 Quarterly Reporting

Due October 31, 2017

- TOPSPro Enterprise : All AEBG consortia members and providers
- Email DIR: Data integrity report to [aebg@casas.org](mailto:aebg@casas.org)
- Email DIR and Summary : to JoDee
  
- Discussion :
  1. Did you review your DIR Prior to Submission?
  2. How Complete/ accurate did your data appear? – RSUD indicated that their data did not look accurate, Racheal said she knows that there weren't any students who began their education program without a pre-test.
  3. Were there items in your DIR that suggest data issues?
  4. What are your next steps for data improvement? – Launch board 18/19, universal surveys will start in January 2018.

## **2016/17 Budget Revision Proposals**

November Consortium Meeting

- Riverside Community College District – RCCD’s AEBG Allocation must be updated to better align with the programmatic goals outlined in our annual plan and updated cost projections. Certificated salaries will increase and be diversified among the four program areas in order to more fully engage faculty from math, English, counseling, ESL, CTE and related disciplines. Classified salaries will decrease as staff has been hired and we are able to generate more accurate cost projections. Health and Welfare benefits can also be predicated more accurately. Books and Supplies will increase in order to purchase additional supplies for students in individual advising, workshops, and campus tours. Services and other operating expenditures will also increase to accommodate a consultant for noncredit development and increased professional development opportunities for staff. Projected Capital Outlay expenses have been removed due to grant requirements. In alignment with our annual plan, services for students with disabilities and pre- apprenticeship program will not be offered.
- Thea Q also stated that none of this money is going to instruction, and that building this program is taking time. The goal is to get transitional services outcomes.

Motion to accept 16/17 budget revision for RCCD **Joan Patrick** Second **Mark LeNoir**, motion passed unanimously.

## **2016/17 Expenditure Reports**

- Alvord Unified School District
- Corona- Norco Unified School District
- Jurupa Unified School District
- Moreno Valley Unified School District
- Riverside Community College District
- Riverside County Office of Education
- Riverside Unified School District

2015/16 Final Expenditure report Approval- December Consortium Meeting

## **Next Steps:**

November 6, 2017: Consortium Meeting

Members submit Final 15/16 Expenditures

Members submit 16/17 Expenditures

November 9, 2017: Professional Development Day Planning Meeting  
10:00 – 12:00  
Riverside Marriott

November 15-16, 2017 Regional Training, San Bernardino Valley Community College

December 11, 2017 Consortium Meeting  
Approve 15/16 Final Expenditure Report  
Members Submit data and Accountability Expenditures YTD

December 15, 2017: Due Date for Nova Submissions by members

December 20, 2017: Due Date for 2015/16 Budget Revisions

December 31, 2017: Due Date for 2015/16 Final Expenditure Report/ Closeout.

Meeting Adjourned