

## Dual Enrollment Task Force Meeting

### NOTES

**Date:** Friday, February 21, 2020  
**Time:** 1:00-3:00 PM  
**Location:** Grossmont College, 70-066

GCCCD		GUHSD		MEUSD	
Aaron Starck	<input checked="" type="checkbox"/>	Cathy Singer	<input checked="" type="checkbox"/>	Cherie Foraker	<input checked="" type="checkbox"/>
Amber Hughes	<input checked="" type="checkbox"/>	Jake Gaeir	<input type="checkbox"/>	Kathy Granger	<input checked="" type="checkbox"/>
Ariane Ahmadian	<input checked="" type="checkbox"/>	James Messina	<input type="checkbox"/>	Pat Keeley	<input checked="" type="checkbox"/>
Cary Willard	<input checked="" type="checkbox"/>	Jay Tweet	<input type="checkbox"/>		
Cynthia Nagura	<input checked="" type="checkbox"/>	Jeannine Oliver	<input type="checkbox"/>		
Javier Ayala	<input type="checkbox"/>	Laura Whitaker	<input type="checkbox"/>		
John Franco	<input checked="" type="checkbox"/>	Theresa Kemper	<input type="checkbox"/>		
Kate Miller	<input checked="" type="checkbox"/>	Tracy Leota	<input type="checkbox"/>		
Kim Zant	<input checked="" type="checkbox"/>	Tracy Wilson	<input type="checkbox"/>		
Larry McLemore	<input checked="" type="checkbox"/>				
Linda Elia	<input checked="" type="checkbox"/>				
Martha Clavelle	<input type="checkbox"/>				
Mike Reese	<input checked="" type="checkbox"/>				
Reyna Torriente	<input checked="" type="checkbox"/>				
Sean Hancock	<input type="checkbox"/>				

<i>Item</i>
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**A. Welcome and introductions**

Mike welcomed members and facilitated introductions.

**B. Review of Prior Meeting**

Cynthia reviewed the group discussion from the last meeting in which each District shared its topics of highest priority to begin work and the group identified what areas would be the focus of the Task Force. Minutes were sent.

**C. Task Force Goals**

Mike reviewed the below goals and reminded the group that “why” we are meeting is to increase opportunities for dual enrollment and the “how” is what we need to do to get there.

- 1. Develop a common understanding of processes and constraints.**
  - Legislation
  - High School rules
  - College rules

## 2. Coordination & Communication of Processes

- **Map out the process**—Step by step, what do we need to do, who needs to do what?
- Review each District **timeline** and **processes**
- Determine what points we need to align and how

The following topics were discussed:

- The need to develop the GCCCD infrastructure and the resources needed to support the growth of dual enrollment efforts.
    - The need for a dedicated dual enrollment staff at each college.
    - Strategic planning workgroups which include the people doing the work and appropriate leadership.
- \*Cynthia shared that the Dual Enrollment discussions with GCCCD leadership will be addressing the important topics of capacity and resources needed moving forward.
- Development of a Dual Enrollment Handbook and breadth of the project
  - A request for a “one-page” document for high school counselor reference

## 3. Dual Enrollment Conversations Taking Place:

- (1) Executive Leadership – CCAP Agreement
- (2) Dual Enrollment Task Force
- (3) Internal Meetings by District

Task Force Focus: **Education, information, ideas**

Smaller working groups: **Working out solutions to specific issues**

Mike reminded the group the Leadership from all three (3) Districts desire a CCAP Agreement and continue conversations toward this end.

## 4. CCEMC Coaching

Cynthia shared the free resource opportunity offered to CCEMC attendees of utilizing 10 hours of “coaching” in the CCAP development process. She asked for input as to what areas we might use a coach for in the planning, development, and implementation of a CCAP Agreement. The areas of challenges and best practices summarized the discussion.

## 5. Continuation of Timelines

- a. **GUHSD** (Tracy Wilson)
- b. **GCCCD** (Aaron Starck)

The further discussion of timelines was tabled to the next meeting. Please find the below district timelines for review.

- [GCCCD](#)
- [GUHSD](#)
- [MEUSD](#)
- [Helix Charter](#)

## 6. Legislation and its Constraints

Mike shared an overview of the legislation below.

a. [Legislation - AB288 & AB30](#)

Aaron presented the following PowerPoint highlighting dual enrollment terminology, purpose, and parameters.

b. [High School Rules and College Rules](#)

The following areas were not discussed due to time constraints. Cynthia asked that the group, as homework, identify constraints their district might have with implement dual enrollment.

**SMALL GROUP DISCUSSION: What are the constraints your district has/will have with implementing dual enrollment? What are the rules you have to abide by?**

*Break into groups of 3-5 people, by District*

**REPORT OUT:**

- **High school rules/constraints**
- **College rules/constraints**

## 7. Identifying our Common Ground

Not discussed due to time constraints.

## 8. Set Future Dual Enrollment Meeting Dates

Proposed meeting date, pending confirmation from GUHSD:

**Wednesday, April 22nd, from 1:00-3:00 at Grossmont College, 70-066.**

- Parking code #8882

### **ACTION ITEM – DUE AT NEXT MEETING**

1. **What are the constraints your district has/will have with implementing dual enrollment?**
2. **What are the rules you have to abide by?**