

California Adult Education Program Produced: 06/07/2022 11:46 AM PDT Devon Smith

56 Santa Monica Regional Consortium for Adult Education: Certified

Details

Consortium Information

Consortium Name:

56 Santa Monica Regional Consortium for Adult Education

Consortium Short Name:

56 Santa Monica

Address:

1900 Pico Blvd | Santa Monica, CA | 90405

Website:

www.santamonica4adulthood.org

Funding Channel 2022-23:

Direct Funded

CAEP Funds 2022-23:

\$1,271,578

CAEP Funds 2021-22:

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CAEP Funds 2020-21:

\$1,160,242



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Member Agencies

Member Agency	Member Type	Contact	Phone
Santa Monica CCD	District	Scott Silverman Ed.D.	(310) 434-4370
Santa Monica-Malibu Unified	Unified School District	Anthony Fuller	(310) 392-2494

Executive Summary

Executive Summary *

The Santa Monica Regional Consortium for Adult Education takes pride in serving as the Santa Monica-Malibu academic and career pathway for adult learners seeking to increase basic skills, earn a high school diploma, prepare for the high school equivalency examinations, complete noncredit courses to earn a certificate, transition to college-level (credit courses/programs), and/or obtain mid-level employment with livable wages.

As co-members of the Consortium, the Santa Monica-Malibu Unified School District Adult Education Center (AEC) and Santa Monica College Noncredit Programs (SMC Noncredit) are committed to making a positive impact on the lives of underserved, underemployed and unemployed adult learners. This commitment stems from the Consortium's ongoing strategic goal to assess the academic and career needs of the region's adult learners, with a focus on eliminating barriers and intentionally addressing systemic racism in order to provide more accessible, equitable, and better-quality academic and career pathways.

To ensure representation by members and participants in the planning process, each member surveyed their current student body regarding their experience, services and program offerings. Additionally, faculty and staff were surveyed to identify professional development needs, gauge their perception of individual student needs, and assess our quality of services. Faculty from both institutions participated in a joint professional development day that focused on addressing the needs of our region’s adult learners.

The general SMRC consortium meetings were utilized to receive public feedback from students, faculty, staff, community and industry partners. In addition to public meetings, the consortium collaborated with the West LA JVS WorkSource Center, Santa Monica Public Library and Chrysalis to better serve the community and workforce needs. For example, the Santa Monica-Malibu Unified School District (on behalf of the AEC) entered into an MOU with the City of Santa Monica to facilitate courses and services for students through the Santa Monica Public Library.

Data collected from stakeholders revealed eight different areas of need:

1. Technology Access and Support.	4. Digital Literacy.	7. Career Services.
2. Creation of New Noncredit CDCP and Adult Education Classes.	5. Transitional Support to Noncredit, Credit, and Workforce Programs.	8. Marketing and Outreach.
3. Differentiated Support for Diverse Learning Modalities	6. Professional Development and Community Building.	

The consortium has selected English Language Learners as the focus of the Student Barriers metrics assessment, since it is the consortium's largest student population and is the only population served by both members. Based on the needs assessment survey that revealed a need for more transition assistance, the consortium selected both Transition metrics: Participants with transition to postsecondary CTE, and participants with transition to postsecondary credit college; the selection of transition to postsecondary CTE also aligns with regional Noncredit Strong Workforce Program goals. For the Success metric, the Adult Education Center has selected the metric of participants who earn a High School Diploma or Equivalency.

To meet the needs of the region’s adult learners, the consortium will focus on building digital literacy skills, supporting career education and career preparation, supporting adult learners with math and English skills, and closing educational access and equity gaps. To reach those objectives, the SMRC will focus on strengthening transitional supports for students interested in postsecondary opportunities or the workforce, ramping up outreach and marketing opportunities to increase retention and enrollment, expanding collaborations with internal and external partners, and assisting adult learners to navigate different learning modalities/services.

CAEP spending will align with the objectives outlined in this three-year plan, including but not limited to: salary and benefits of Program Management, classified staff and salaries, instructional salaries and benefits, supporting of curriculum development, outreach and marketing, program supplies and materials and professional development opportunities.

Assessment

Overview and Preparation *

The governing board reviewed regional data from the 2021 Fact Sheets compiled by CAEP, which are populated from census data. Additionally, regional and member-specific data were reviewed on the Launchboard to track student participation over the past couple of years. On an individual member level, the Adult Education Center and SMC Noncredit currently utilize different data sources to measure student participation and outcomes: To inform this three-year plan, the Adult Education

Center utilized CASAS TOPSpro and ASAP data to analyze current and projected needs. SMC Noncredit utilized Precision Campus data compiled by SMC's Institutional Research Department and COMIS data. To understand Launchboard data, SMC Noncredit participated in a comprehensive training facilitated by West Ed in Fall 2020. In addition, SMC's Institutional Research provided specialized training on how to interpret Precision Campus data for SMC Noncredit leadership and faculty, in Spring 2021.

To receive direct input from impacted parties, the consortium devised and administered a shared student survey that inquired about their respective campuses' existing educational services, barriers and program recommendations. The survey was sent to all SMC Noncredit and AEC students enrolled in the 2021-2022 school year. A complementary joint faculty and staff survey was also administered in Spring 2022 to receive direct input from all SMRC faculty and staff. Finally, the consortium faculty co-leads, trained by CAEP to administer Peer Learning Circles, facilitated a discussion among noncredit and AEC faculty peers. The objectives of this joint professional development were to identify and propose strategies to remove student success barriers and to support adult education faculty in the region.

Members of the governing board also met individually with various academic departments and community partners that are invested in the success of adult learners in the region (particularly with workforce preparation services like JVS West LA and Chrysalis).

The governing board shared CAEP 3-Year planning and progress updates in public consortium meetings to elicit public comment. The public meetings were structured around the goals of the 3-Year planning process. Data collected from the multiple data sources were shared at these public meetings. Meeting participants were encouraged to work in groups to review data and propose recommendations. These recommendations were recorded and are reflected in some of the proposed strategies of this 3-Year plan. Public consortium meetings were advertised and attended by students, faculty, staff, and our region's community and industry partners who are invested in the success of adult learners.

Regional Alignment and Priorities *

To align with regional WIOA workforce goals, members of the consortium actively participated in the regional WIOA MOU Task force meetings. Participation in these meetings allowed members to work more collaboratively with other WIOA partners. Although SMC Noncredit is not a current beneficiary of WIOA II funding, it remains an active partner of West LA JVS WorkSource Center. All noncredit CTE students are invited to JVS sponsored Career Fairs at the end of each term. Additionally, all consortium students that express interest in job placement and job readiness resources are referred to JVS. SMC Noncredit periodically meets with JVS partners and an SMC Noncredit representative attends JVS partner events to receive updates on current workforce needs, promote the consortium's offerings and provide on-site registration services for VJS clients interested in SMRC programs.

Within the City of Santa Monica, consortium leadership was heavily involved in the region's "Local Train, Local Hire" initiatives that developed as a response to the economic crisis caused by the COVID-19 pandemic. Participation in this task force created opportunities for local career training providers to analyze and identify the needs of the local workforce.

To align with regional Noncredit Strong Workforce Program goals, priority for developing any new noncredit Career Education certificates will be given to programs that align with regional sector needs. The selected metric of measuring the number of students who transition to postsecondary CTE aligns with Strong Workforce metrics that measure noncredit CTE students' ability to transition into credit CTE.

This three-year plan is also tightly aligned with SMC's Guided Pathways Initiative. SMC has committed to integrating noncredit career education programs into the institution's established Areas of Interest. All noncredit career education programs are reflected on student program maps. All new CDCP Career Education noncredit programs must include Labor Market Information during the curriculum approval process and must align with SMC's existing or in-development credit offerings, in order to create additional on-ramps for adult learners progressing toward credit coursework.

In addition to alignment with SMC's Guided Pathways Initiatives, this three-year plan also aligns with Student Equity and Achievement goals to assist in closing equity gaps for marginalized student groups. SMC Noncredit worked closely with institutional leadership to align the college and career preparation goals of CAEP with those of other campus-wide initiatives: SMC Guided Pathways, the Strong Workforce Program, and the Student Equity and Achievement Program. This serves first-

generation college students and those with educational barriers by providing additional pathways to credit coursework for marginalized and underserved students.

The Adult Education Center (a WASC accredited institution) is a WIOA II grant participant in good standing. The WIOA Continuous Improvement plan is completed annually and guides school administration, curriculum and professional development. AEC also participates in EL Civics instruction and assessment.

Evaluate the Educational Needs of Adults in the Region *

As a result of the COVID-19 pandemic, the consortium has experienced a significant enrollment decline. The Adult Education Center had a very difficult experience transitioning to online learning. As a result, enrollment dropped by 45% in the 2020-2021 school year. SMC Noncredit has also experienced a significant enrollment decline, but early adoption of the Canvas Learning Management System eased the process of transitioning to distance learning for noncredit students. In the face of these challenges, the consortium will focus efforts on increasing student persistence and program completion, with aspirations to reestablish pre-pandemic levels of enrollment and service delivery.

In a survey conducted by the consortium, enrolled students overwhelmingly stated their educational goals to be “personal growth” and “skill building”, both of which align with the consortium's primary student population, English language learners. A large proportion of the English language learners served by the consortium have earned advanced degrees or have extensive academic preparation in their respective countries, and are utilizing the consortium's offerings to increase their connection to their surrounding communities. In addition to personal growth and skill building, students expressed their desire to increase career skills and prepare for transition to college and/or the workforce.

Within the Santa Monica Region, the majority of residents have a high educational attainment level, with 62% of residents having earned a bachelor's degree or higher. Despite a high regional educational attainment level, 10% have only a high school diploma or equivalency and 6% of residents have less than a high school diploma. There is great socioeconomic disparity between residents with high educational attainment and those facing barriers to education and employment. For the 16% of residents that do not have postsecondary credentials, the SMRC provides opportunities for people to receive basic skills education in English, Math and English as a Second Language, and opportunities to earn their high school diploma, and/or receive specialized training and workforce preparation for careers that meet the local industry needs.

In addition to Santa Monica city residents, the SMRC also serves the greater Los Angeles region, as many adult learners from the Los Angeles region make the commute to Santa Monica for better-paying employment opportunities and SMC's renowned educational programs. The SMRC creates programs and services that are inclusive of greater Los Angeles' regional needs, as data from our survey revealed that some of our students are spending as many as three hours commuting to Santa Monica by car or public transit.

With the passing and possible implementation of AB1705, SMC Noncredit will lead efforts to create and expand noncredit opportunities in English and Math to assist adult learners with math and English competencies needed in preparation for enrolling in credit coursework. SMC Noncredit will support the SMC English, ESL and Math departments in creating new CDCP certificates and services that will prepare students for credit coursework. Said departments will also explore opportunities for expansion of noncredit student and academic support services such as noncredit supervised tutoring.

Contributions by Entities *

Both consortium member agencies, the Adult Education Center and SMC Noncredit, actively participated in the process of drafting the CAEP 3-Year Plan. Faculty Co-Leads from both institutions co-facilitated a faculty-focused peer learning circle designed to elicit input. Both member agencies reviewed internal data, surveyed their constituencies and hosted public consortium meetings. Public comments from consortium meetings were recorded and are reflected in some of the proposed strategies. Consortium meetings are publicized and attended by students, faculty, classified staff, and administrators from each member agency, as well as representatives from our region's community and industry partners.

SMC Noncredit devised two joint surveys that were administered to SMC Noncredit and AEC students and staff, respectively. SMC compile survey data and created public documents for all interested parties to be able to review the findings. SMC's strategies are largely influenced by the input of the Noncredit Administrative team, which is composed of a cross constituency group of

classified staff, counseling and instructional faculty, and SMC Noncredit program administrators. Leadership from SMC Noncredit met with the West LA WorkSource center to learn about regional workforce needs and participated in regional Noncredit Strong Workforce meetings to ensure alignment with Strong Workforce goals. Additionally, SMC Noncredit was actively represented in institutional Guided Pathways Planning.

Regional Service Providers

For each Member Agency service provider, enter the number of Participants in each program area.

Provider Name	Provider Type	Number of Participants in Program Area									Pa
		ABE	ASE	ESL	EL Civics	AWD	K12 Success	Short Term CTE	Workforce Reentry	Pre-Apprenticeship	
*Santa Monica CCD	Member Representative	0	0	866	0	84	0	1,249	348	0	
*Santa Monica-Malibu Unified	Member Representative	58	155	215	0	0	0	0	0	0	
Total Participants		58	155	1081	0	84	0	1249	348	0	

* Member Agency required to input number of Participants

For each service provider added, check the box in the program areas where services are provided.

No Service Providers for this consortium.

Evaluate the Current Levels and Types of Education and Workforce Services for Adults in the Region *

2021 Labor Market Information identifies Los Angeles County’s 10 largest industries as: 1) Healthcare and Social Assistance, 2) Government, 3) Retail Trade, 4) Professional, Scientific, and Technical Services, 5) Accommodation and Food Services, 6) Administrative and Support, 7) Manufacturing, 8) Transportation and Warehousing, 9) Construction, and 10) Other Services. For occupations that require less than a college degree and can be obtained with minimal to no experience, the 10 fastest growing occupations include: 1) Aircraft Cargo Handling Supervisors, 2) Roofers, 3) Transportation Workers, 4) Home Health Aides, 5) Personal Care Aides, 6) Hearing Aid Specialists, 7) Solar Photovoltaic Installers, 8) Gambling Managers, and 9) Physical Therapy Aides, 10) Social and Human Services Assistance.

The majority of these industries and growing occupations are supported by programs offered through the SMRC, or currently in-development. Collectively, the SMRC member agencies offer English as Second Language, Citizenship, Adult Basic Education, Adult Secondary Education (high school diploma/high school equivalency), Business, Sustainability, Early Care and Education, and Healthcare programs.

The Adult Education Center offers foundational courses to help students complete their secondary education and prepare for entry level employment opportunities. The Adult Education Center also works with the Los Angeles Hospitality Training Academy to prepare students for careers in hospitality and aid them in finding relevant employment opportunities. SMC Noncredit, in turn, offers a wide range of career pathway opportunities that are aligned with regional workforce needs. In the past five years, SMC Noncredit has created four new pathways in Healthcare, with two newly approved programs in Pre-Certified Nursing Assistance and In-Home Health Aide. SMC has also developed contextualized ESL course content to support English language learners who are interested in entering the healthcare field. Current gaps in programs and services include the

transportation sector, manufacturing and construction. While the consortium has no plans to pursue the development of any manufacturing programs at this time, the SMMUSD is developing a pre-apprenticeship program to inform and prepare high school seniors and young adults (in conjunction with AEC) for possible careers in construction trades.

Metrics: CAEP Barriers & Metrics

✓ Student Barriers

Adult Ed Metrics

- English Language Learner (AE 305 - Overall)

× **Progress:** Learn about skills gains in adult basic education, ESL, workforce preparation, and CTE programs.

✓ **Transition:** Learn about student transition into postsecondary education and college credit pathways.

Adult Ed Metrics

- Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)
- Participants with Transition to Postsecondary (credit college) (AE 637 - Overall)

✓ **Success:** Information on completion of diplomas, certificates, and college credit awards.

Adult Ed Metrics

- Participants Who Earn a High School Diploma or Equivalency (AE 633 - Overall)

× **Employment and Earnings:** Access 2nd and 4th quarter employment, annual earnings, and earning gains data.

Consortium Level Metric Targets

* Mandatory for all consortia

Metric Set	Metric	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Target	2023-24 Target	2024-25 Target
All	*Number of Adults Served (AE 200 - Overall)	3,347	3,072		5,575	5,631	5,681
Student Barriers	English Language Learner (AE 305 - Overall)	1,338	867		1,240	1,252	1,264

Member Level Metric Targets

* Mandatory for all members

Santa Monica CCD (Reported by Santa Monica District)

Metric Set	Metric	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Target	2023-24 Target	2024-25 Target
All	*Adults who Became Participants (AE 202 - Overall)	2,329	2,607		2,354	2,378	2,402
Success	Participants Who Earn a High School Diploma or Equivalency (AE 633 - Overall)				0	0	0
Transition	Participants with Transition to Postsecondary (credit college) (AE 637 - Overall)	47			5	7	10
Transition	Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)	173			3	5	7

Santa Monica-Malibu Unified (Reported by Santa Monica Adult Education Center)

Metric Set	Metric	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Target	2023-24 Target	2024-25 Target
All	*Adults who Became Participants (AE 202 - Overall)	250	151		154	157	160
Success	Participants Who Earn a High School Diploma or Equivalency (AE 633 - Overall)				5	6	7
Transition	Participants with Transition to Postsecondary (credit college) (AE 637 - Overall)				2	3	4
Transition	Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)	17			2	3	4

Member Spending Targets

Member	Percent of 2019-20 Available Funds Spent	Percent of 2020-21 Available Funds Spent	Percent of 2021-22 Available Funds Spent	2022-23 Target	2023-24 Target	2024-25 Target
Santa Monica CCD	100%	100%	59%	85%	90%	100%
Santa Monica-Malibu Unified	100%	169%	5%	60%	65%	70%

Objectives

Address Educational Needs

Description of Objective *

There are four major categories of educational need in the region: 1) Digital Literacy, 2) Career Education, 3) English and Math support, and 4) Closing Access and Equity Gaps:

- 1) Digital Literacy: The COVID-19 pandemic intensified the pre-existing digital divide. To meet the increased need for digital literacy, online programs and services, the SMRC will continue to expand programs and supports that are designed to build digital literacy while continuing to offer online and hybrid educational opportunities.
- 2) Career Education: The SMRC will continue to develop new career education programs, embed career strategies into curriculum, and create additional opportunities for English Language Learners to be exposed to and prepared for high-demand career opportunities. By aligning and leveraging funding resources from Los Angeles Regional Noncredit Strong Workforce funding, SMC Noncredit intends to promote and support the creation of new noncredit CDCP certificates in career education that prepare students for careers in mid-high wage careers. This effort will include the expansion of integrated training opportunities for English Language Learners with contextualized ESL for College and Careers Pathways certificate programs that are developed to complement various SMC Noncredit CDCP certificate programs. The SMRC will continue to work with WIOA partners to connect students to the network of regional services that are intended to prepare them for the workforce.
- 3) English, Math and ESL Support: With the passing and possible implementation of AB1705, SMC Noncredit will lead efforts to create and expand noncredit opportunities in English and Math to assist adult learners. SMC Noncredit will support the SMC English, ESL and Math departments as they create new CDCP certificates and services to prepare students for credit coursework, and in their efforts to expand counseling and tutoring services. To enhance student support services, SMC Noncredit will explore noncredit supervised tutoring labs.
- 4) Closing Access and Equity Gaps: The SMRC will expand the utilization of Open Educational Resources or “Zero Textbook Cost” alternatives to promote broader educational access. The SMRC will continue to utilize disaggregated data from faculty/staff and student surveys to make data-informed decisions in ongoing efforts to identify and close equity gaps.

Improve Integration of Services & Transitions

Description of Objective *

Within the SMRC there are 3 levels of transitional support: 1) Adult Education Center to Santa Monica College, 2) SMC Noncredit to credit programs, and 3) Transition from SMRC to the workforce:

- 1. Adult Education Center to Santa Monica College: To support the Adult Education Center student**
- 2. SMC Noncredit to credit programs: SMC Noncredit will partner with SMC’s Outreach/Welcome C**

Transition from SMRC to the workforce: The SMRC will continue to partner with and make referrals to West LA JVS WorkSource Center, LA Hospitality Training Academy and Chrysalis. Part of this partnership will include the cross training of counselors and staff to best serve adult learners in the region.

Improve Effectiveness of Services

Description of Objective *

Within the 3-year planning process, five areas were identified as opportunities to increase effectiveness: 1) Outreach and Retention, 2) Services for different learning modalities, 3) Cross training, 4) Internal Collaboration, 5) Referral Tracking/Follow up for external partners:

1. Within the 3-year planning process, five areas were identified as opportunities to increase effectiveness:

- 1. Outreach and Retention: The need for outreach and marketing has increased significantly as a result of the pandemic.**
- 2. Services for different learning modalities: With the increased demand for online and hybrid courses, the consortium will explore ways to support these modalities.**
- 3. Cross Training: To assist student transitions to postsecondary credit, postsecondary CTE and workforce training, the consortium will explore ways to support these transitions.**
- 4. Internal Collaboration: SMC Noncredit will work with internal SMC departments to develop cross-training opportunities for staff.**
- 5. Referral Tracking/Follow up for External Partners: Once SMRC staff have benefited from cross-training, they will be able to provide better support to external partners.**

Activities & Outcomes

Activity Name *

CANVAS

Objective that Applies to this Activity

Address Educational Needs

Brief Description of Activity *

To familiarize students with online learning platforms, the consortium will increase efforts to train faculty and staff on the use of Canvas LMS. Additional support will be given to students who require assistance to navigate online learning platforms.

Short-Term Outcomes (12 Months) *

Since the Adult Education Center does not currently use Canvas, professional development opportunities will be coordinated to orient faculty to the online learning platform. Continual opportunities will be available for cross training between SMC and AEC. The consortium will pilot online education orientations for new and continuing students.

Intermediate Outcomes (1-3 Years) *

Create Canvas online learning modules for SMRC students to familiarize themselves with Canvas navigation. Conduct student orientations on online learning.

Long-Term Outcomes (3-5 Years) *

The Adult Education Center will begin to integrate the use of Canvas into Adult Education Center classes. Ongoing student orientations on online learning.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Devon Smith

Activity Name *

Referral Tracking System

Objective that Applies to this Activity

Improve Integration of Services & Transitions

Brief Description of Activity *

Expand utilization of SMRC's referral and tracking system and onboard regional partners to streamline interagency student referrals.

Short-Term Outcomes (12 Months) *

Provide cross training opportunities for consortium staff and community partners. This will allow for increased understanding of services and processes to improve the frequency and quality of referrals.

Intermediate Outcomes (1-3 Years) *

Onboard 2 new community partners to consortium referral and tracking system. Improve post-referral student reminders and follow-up services.

Long-Term Outcomes (3-5 Years) *

Full deployment of SMRC's referral and tracking tool to consortium members and external partners.

Proposed Completion Date

06/30/2023

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Devon Smith

Activity Name *

Outreach and Marketing

Objective that Applies to this Activity

Address Educational Needs

Brief Description of Activity *

Increase outreach and marketing efforts

Short-Term Outcomes (12 Months) *

Create strategic partnerships with community partners and internal departments to increase community outreach opportunities. Allocate funding to outreach and marketing materials including but not limited to, print media, radio ads, social media, search engine ads and optimization. Allocate time and effort of personnel for various outreach activities.

Intermediate Outcomes (1-3 Years) *

Implement strategic partnerships with community partners and internal departments to increase community outreach opportunities. Allocate funding for outreach and marketing materials including but not limited to, print media, radio ads, social media, search engine ads and optimization. Allocate time and effort of personnel for outreach activities

Long-Term Outcomes (3-5 Years) *

Build on implemented strategic partnerships with community partners and internal departments to engage in community outreach opportunities. Allocate funding for outreach and marketing materials including but not limited to, print media, radio ads, social media, search engine ads and optimization. Allocate time and effort of personnel for continued participation in outreach activities.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Ashley Mejia
Devon Smith
Scott Silverman

Activity Name *

Transitional Assistance from AEC to SMC

Objective that Applies to this Activity

Improve Integration of Services & Transitions

Brief Description of Activity *

Transitional Assistance

Short-Term Outcomes (12 Months) *

SMC Noncredit Program Specialist and SMC Noncredit Counselor to work together in providing transitional assistance for AEC students wanting to enroll into SMC Noncredit and credit opportunities. A percentage of Program Specialist's time will be allocated to serve as the department's dedicated transition specialist.

Intermediate Outcomes (1-3 Years) *

SMC Noncredit to cross train with SMC Outreach department on the needs of adult learners and to reimagine the student intake process for adult learners transitioning from AEC or SMC Noncredit into credit coursework.

Long-Term Outcomes (3-5 Years) *

Institutionalization of onboarding processes that support the transition needs of adult learners.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- Transition: Participants with Transition to Postsecondary (credit college) (AE 637 - Overall)

Responsible person(s)

Name
Ashley Mejia

Activity Name *

Career Services

Objective that Applies to this Activity

Improve Effectiveness of Services

Brief Description of Activity *

Increase opportunities for students to become exposed and connected to career opportunities.

Short-Term Outcomes (12 Months) *

Develop a stronger partnership with Chrysalis to increase student referrals for job assistance. Continue to promote local job fairs. Explore how to increase integration of career preparation information into curricula. Support faculty in creating new CDCP certificate programs that train and prepare adult learners for in-demand careers.

Intermediate Outcomes (1-3 Years) *

Work with SMC Career Services and SMC International Education Center to increase noncredit staff and counselors' awareness of career and educational opportunities for students with foreign degrees, and opportunities for students pursuing a second career. Support faculty in creating new CDCP certificate programs that train and prepare adult learners for in-demand careers.

Long-Term Outcomes (3-5 Years) *

Continue to build on existing partnerships to increase career services for adult learners, and identify new industry partners to assist students with employment opportunities. Support faculty in creating new CDCP certificate programs that train and prepare students for in-demand careers.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- Transition: Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)

Responsible person(s)

Name
Scott Silverman

Activity Name *

Reduce or Eliminate Student Material Cost

Objective that Applies to this Activity

Improve Effectiveness of Services

Brief Description of Activity *

(SMC) Expand the implementation of Zero Textbook Cost curricula, and Open Educational Resources.

(AEC) Continue to offer materials at no cost to students and fund high school equivalency testing for qualifying students

Short-Term Outcomes (12 Months) *

Continue to work with faculty and staff to identify and develop free course materials and/or opportunities.

Intermediate Outcomes (1-3 Years) *

Continue to work with faculty and staff to identify and develop free course materials and/or opportunities.

Long-Term Outcomes (3-5 Years) *

Continue to work with faculty and staff to identify and develop free course materials and/or opportunities.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Adults who Became Participants (AE 202 - Overall)
- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Ashley Mejia
Devon Smith
Scott Silverman

Activity Name *

Contextualized ESL Expansion

Objective that Applies to this Activity

Address Educational Needs

Brief Description of Activity *

Continue to support and develop IET opportunities.

Short-Term Outcomes (12 Months) *

Support the co-teaching IET model for contextualized ESL for Healthcare and Early Care and Education.

Intermediate Outcomes (1-3 Years) *

Continue to support co-teaching IET models and explore modifications to expand the offering to additional college and career pathways.

Long-Term Outcomes (3-5 Years) *

Continue to support co-teaching IET models and explore further expansion to additional college and career pathways.

Proposed Completion Date

06/25/2025

Adult Ed Metrics and Student Barriers

- Student Barriers: English Language Learner (AE 305 - Overall)

Responsible person(s)

Name
Ashley Mejia

Activity Name *

Professional Development

Objective that Applies to this Activity

Improve Effectiveness of Services

Brief Description of Activity *

Support the professional development of adult education faculty, staff and administrators.

Short-Term Outcomes (12 Months) *

Continue to support adult education practitioners' professional development in topics including but not limited to: curriculum development, cultural responsiveness, anti-racism, data informed practices, career education and preparation, digital literacy, ESL, noncredit, WIOA II and CAEP.

Intermediate Outcomes (1-3 Years) *

Continue to support adult education practitioners' professional development in topics including but not limited to: curriculum development, cultural responsiveness, anti-racism, data informed practices, career education and preparation, digital literacy, ESL, noncredit, WIOA II and CAEP.

Long-Term Outcomes (3-5 Years) *

Evaluate prior professional development participation through an annual survey. Continue to support adult education practitioners' professional development in topics including but not limited to: curriculum development, cultural responsiveness, anti-racism, data informed practices, career education and preparation, digital literacy, ESL, noncredit, WIOA II and CAEP.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Ashley Mejia

Activity Name *

SMC Field Trips

Objective that Applies to this Activity

Address Educational Needs

Brief Description of Activity *

Field trips to SMC's main campus, intended to familiarize students with critical campus resources and complete matriculation steps.

Short-Term Outcomes (12 Months) *

SMC Noncredit personnel will travel to AEC to host information sessions for AEC students and will register interested AEC students for field trips to SMC main campus. Pilot field trips once per semester for SMC Noncredit and AEC students to visit critical student resources and receive help with matriculation steps to transition to postsecondary credit and career education.

Intermediate Outcomes (1-3 Years) *

Increase frequency of SMC Noncredit information sessions at the AEC for AEC students to twice per semester. Field trips to SMC main campus will take place twice per semester in order to accommodate adult learners' various work schedules and increase student participation.

Long-Term Outcomes (3-5 Years) *

Increase field trips based on student need.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- Transition: Participants with Transition to Postsecondary (credit college) (AE 637 - Overall)

Responsible person(s)

Name
Ashley Mejia

Activity Name *

Support services for different learning modalities

Objective that Applies to this Activity

Address Educational Needs

Brief Description of Activity *

Diversify student support services to allow for flexibility and inclusion of onground, hybrid and online students' needs.

Short-Term Outcomes (12 Months) *

Offer a range of student support services in various delivery formats to reflect the variety of learning modalities offered.

Intermediate Outcomes (1-3 Years) *

Evaluate implemented services. Modify and offer a range of student support services in various delivery formats to reflect the variety of learning modalities offered. needed based on student need.

Long-Term Outcomes (3-5 Years) *

Systematic review of student support services. Offer a wide range of student support services in various delivery formats to meet the varied needs of all the different learning modalities available to students.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Ashley Mejia
Devon Smith
Scott Silverman

Activity Name *

Student Engagement

Objective that Applies to this Activity

Not Entered

Brief Description of Activity *

Increase students' sense of belonging and community, to increase student participation, persistence, and program completion.

Short-Term Outcomes (12 Months) *

Increase awareness of student clubs and encourage participation. Provide intentional spaces for student and program socialization. Explore monthly themes. Recognize student achievement by hosting end-of-year Student Success Ceremony.

Intermediate Outcomes (1-3 Years) *

Incorporate cultural elements into educational planning. Explore student run newsletter.

Long-Term Outcomes (3-5 Years) *

Develop student engagement activity lead to
Increase student sense of belonging and community.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Ashley Mejia
Devon Smith
Scott Silverman

Activity Name *

Increase student support

Objective that Applies to this Activity

Improve Effectiveness of Services

Brief Description of Activity *

Continue to fund and expand student support services.

Short-Term Outcomes (12 Months) *

Expand the use of student workers to assist with registration and outreach needs. Support counseling faculty to create materials and programs that assist with transitional services. Support faculty assisting with registration, outreach and co-curricular programs and materials. Explore noncredit tutoring opportunities. Support Instructional Assistant to help with Adult Education Center students.

Intermediate Outcomes (1-3 Years) *

Expand the use of student workers to assist with registration and outreach needs. Support counseling faculty to create materials and programs that assist with transitional services. Support faculty assisting with registration, outreach and co-curricular programs and materials. Explore noncredit tutoring opportunities. Support Instructional Assistant to help with Adult Education Center students.

Long-Term Outcomes (3-5 Years) *

Expand the use of student workers to assist with registration and outreach needs. Support counseling faculty to create materials and programs that assist with transitional services. Support faculty assisting with registration, outreach and co-curricular programs and materials. Explore noncredit tutoring opportunities. Support Instructional Assistant to help with Adult Education Center students.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Ashley Mejia

Activity Name *

Possible Relocation of Adult Education Center

Objective that Applies to this Activity

Address Educational Needs

Brief Description of Activity *

Support the student and staff transition to a possible new campus for Adult Education Center.

Short-Term Outcomes (12 Months) *

Support the costs associated with the campaign to inform the community of Adult Education Center's relocation to new facilities, and support of resources required to ensure continuity of services.

Intermediate Outcomes (1-3 Years) *

Continued support to acclimate students and instructional staff to their new campus with ongoing training.

Long-Term Outcomes (3-5 Years) *

Establish foothold in campus's surrounding neighborhoods through local marketing efforts to expand the Adult Education Center's pool of students.

Proposed Completion Date

06/30/2025

Adult Ed Metrics and Student Barriers

- All: Number of Adults Served (AE 200 - Overall)

Responsible person(s)

Name
Anthony Fuller
Devon Smith

Funds Evaluation

Member Allocations and Expenditures

Member Agency	Prior Year Total Leveraged Funds	Program Reporting Status
Santa Monica CCD	\$1,053,084	Certified
Santa Monica-Malibu Unified	\$782,208	Certified
Totals	\$1,835,292	2/2 Certified

Funds Evaluation *

SMC Noncredit and the Adult Education Center anticipate continuing to leverage existing funding sources.

As noncredit CDCP courses generate apportionment, SMC noncredit anticipates that instructor related costs, partial funding of classified staff salaries and benefits, and facilities expenses will continue to be supported by the college. Student Equity and Achievement funding is anticipated to continue support of noncredit career and academic counselors, in addition to partially funding classified staff salaries and benefits. To support the efforts of building and expanding noncredit career education CDCP programs, SMC Noncredit anticipates continued participation in Strong Workforce projects. Funding through Noncredit Strong Workforce varies depending on the scope of regional project efforts. SMC Noncredit anticipates leveraging Strong Workforce funding to support curriculum development, program marketing, counseling support, and project management.

CAEP apportionment and WIOA Title II AEFLA fund the Adult Education Center program. Possible in-kind funding may be available in collaboration with Santa Monica Public Library (SMPL). SMPL facilitates the use of their rooms by AEC, for the purpose of in-person classes at local libraries, free of charge. CAEP spending will align with the objectives outlined in this three-year plan, including but not limited to: Salary and benefits of Program Management, classified staff and salaries, instructional salaries and benefits, supporting of curriculum development, outreach and marketing, program supplies and instructional materials, and professional development opportunities. Carryover is the responsibility of each member to spend by the established deadlines.

Certification

Santa Monica CCD - Member Representative

Scott Silverman Ed.D.

Dean, Noncredit & External Programs

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Ashley Mejia

Project Manager, Co-director

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Approved by Ashley Mejia

06/07/2022 11:44 AM PDT

Santa Monica-Malibu Unified - Member Representative

Anthony Fuller

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(310) 392-2494

Dr. Devon Smith

devonsmith@smmusd.org

Approved by Dr. Devon Smith

06/07/2022 11:46 AM PDT



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