



Agenda

Data Group Meeting

October 2, 2023 1:00 – 3:00 p.m. Chaffey Adult School, Main Campus

1. Welcome and Introductions

Chaffey College –Ariel Sales, Maria Rodriguez; Chaffey Adult – Sandra Palmerin, George Matamala; Chino Valley Adult – Bev Hatch, Laura Miller; Fontana Adult – Kathryn Harris; Upland Adult – Rosa Alatorre; WECC – Dana Galloway

2. Chaffey College transition data match project (Ariel Sales) Chaffey College dual enrollment program (Maria Rodriguez)

3. Round Table

School updates; topics of interest/concern; questions

Fontana Adult School

- How to account for counseling service hours
- ELL Healthcare Pathways grant

Upland Adult School

Chino Valley Adult School

- NOVA Program Hours report is different in TE than the NOVA template. How to calculate EL Civics hours separately from ESL hours?

Chaffey Adult School

Chaffey College

4. WECC Update

- New member reps: George Matamala, Laura Alvarado, Chino Valley (TBA)
- New Program Coordinator (TBA)
- *WECC Adult School Programs 2023-24*
- *WECC Annual Plan 2023-24* is posted on the WECC website

5. CASAS Update

- There is now a field in TE for an ITIN (Individual Tax Identity Number, always starts with 9.) Use the same form as you do for consent to collect SSN. Authorized for EDD data match as of July 2023.
- Local Assessment Policy – update now. Consider CASAS testing series changes. (See chart, *Appropriate Administration of CASAS Assessments*.) The Life & Work series is valid through this year, then STEPS will have to be used. Either series is valid for 2023-24, but pre-/post- will have to be in the same series.

- WIOA/CAEP Data Dictionary. 2023-24 Summary of Changes on CASAS website.
- Text proxy date will remain May 1 from now on.
- New Instructional Reports in TE (due to test changes)

6. CAEP Update

- Beginning of Year Letter <https://caladulted.org/DownloadFile/1320>
- NOCC is the new CAEP TAP for community college data support
- Program Area Reporting, due Dec. 1. (No estimates were required this year.)

7. Data Analysis

WECC CAEP 2022-23 DIR Targets

- CAEP State averages: https://www.casas.org/docs/default-source/networking/caep-data-integrity-report-averages-eoy-2022.xlsx?sfvrsn=4ac2375a_4?Status=Master

CAEP Summary Report Should be run and examined monthly. <https://caladulted.org/DownloadFile/841>

WECC Enrollment Trends

WECC Outcomes Over Time

8. LaunchBoard Demonstration

<https://www.calpassplus.org/LaunchBoard/Home.aspx>

9. WECC Website

Data Group agendas and minutes

CAEP Outcomes Reference Sheets (update records)

Updated School Fact Sheets

10. Information Items:

Due Dates: <https://caladulted.org/DueDates>

- **Oct 31:** Student Data due in TOPSPro (Q1)
- **Oct 31:** Employment and Earnings Follow-up Survey
- **Jan 31:** Student Data due in TOPSPro (Q2)
- **Jan 31:** Employment and Earnings Follow-up Survey

Data Group tentative meeting schedule for 2023-24: October, December, February, April

Resources:

CAEP Website: www.caladulted.org

CASAS Website: www.casas.org

WIOA II Data Portal: <https://www2.casas.org/dataPortal/>

WECC Website: www.westendcorridor.org

LaunchBoard: <https://www.calpassplus.org/LaunchBoard/Home.aspx>

Centers of Excellence for Labor Market Research:

<https://experience.arcgis.com/experience/c36da81abafc4492b5df2caa07bd76dc/>

Calendar of Events

Upcoming events: (To register for most state-organized events, go to: <https://caadulthoodtraining.org/>)

Oct. 3, 1:00 p.m.	Statewide WIOA II networking meeting (virtual)
Oct. 6, 9:00 a.m.	Statewide TE networking meeting (virtual)
Oct. 24 – 26	CAEP Summit, Hilton Universal City
Nov. 17 - 18	CCAIE Southern/South Coast section conference, Palm Springs

Group Objectives

Agree on common definitions (standardize consortium data)

Analyze and interpret consortium reports

Provide assistance to one another and request additional training, if needed

Exchange ideas and tools for data collection

Advise the voting members on data issues

Assist in the development *and implementation* of the Three-Year Plan