

AEBG Data and Accountability Committee: 3/6/2018  
SCOE Conference Center  
12:00 pm to 2:00 pm

The Data and Accountability Field Team met with the goal of establishing a working process, review their scope of work, and identify concrete tasks as well as other individuals that should be in the room for these discussions.

**Committee Structure, Charter and Scope:** Discussion among the group identified the fact that many of the topics and issues that will be discussed among the Data and Accountability team will intersect with the other field teams. It was suggested to formalize a process to coordinate information among the five teams in order to ensure that work does not occur in silos and that implementation is uniform and occurs in unison.

The committee identified a proposed structure to ensure that the five field teams collaborate effectively and efficiently. The leadership team from each of the committees will meet to share information, identify key touch points and where relevant cross-stitching occurs, and prioritize issues for consideration of the AEBG Office. The leadership team will be comprised of the group Facilitator, AEBG Office representative, Technical Assistance Provider representative, and a field practitioner.

The group proposed the following recommendations:

1. Consolidate the notes from all of the field team meetings.
2. Hold meetings 4 times per year (two of which should be joint meetings with all of the other teams).
3. Flag important topics for the other field teams.
4. Standing items on the meeting agenda should include the issues that have been flagged by the other groups as well as a 'What's New' section.
5. The next Data and Accountability field team meeting should start with a primer of historical information in order to review what has been done, why it was done, and results. It was suggested that this would help build a framework of understanding and ensure that the group members start from the same place.
6. The next Data and Accountability meeting should include a review of initiatives and policy changes and the implications they will have on adult education and non-credit students.

In addition to the above items, the group also discussed committee appointments and logistics, including the length and limits of terms and how re-appointments would work. It was suggested that staggering appointments would be beneficial in order to ensure a level of continuity with the work that is being done.

**Key Issues:** As the Data and Accountability field team reviewed the topics identified for their scope of work, three main comments emerged:

- 1) The importance of quality control in terms of data collection.
- 2) The necessity of reviewing initiatives and policy changes that are taking place right now that affect data and accountability efforts.

3) The importance of reviewing existing and historical models of performance based funding (e.g., WIOA, 17% for the Strong Workforce Program) and how adult education will be impacted. It was proposed to use data modeling in order to identify certain scenarios and the fiscal impacts. The group identified that important factors to consider are community need, hard to serve students, and how metrics are weighted.

The group identified the following topics for the next meeting:

- System Updates
- Other Committee Flags
- Review of Previous Work (e.g., Measuring Our Success report)
- 4 Key Issue Areas From 10/31 DAC meeting for Supplemental Report
  1. Immigrant Integration
  2. Students with less than 12 instructional contact hours
  3. Integrated Education and Training
  4. Adult Education students that are participating in credit programs
- Service Only Students (should work with Pathways & IET Team)

The group also discussed the importance of getting clarity regarding how the key issue areas are defined as well as exploring data points, in particular using current flags from TE and MIS as a starting place for a discussion of what data points for services are important to capture and prioritize.

**Updates:** CASAS provided an update regarding the student survey pilots and preparations for next year's data collection efforts. WestEd provided updates regarding the data element dictionary and the LaunchBoard, the NRS/CB21 Crosswalk Committees, and AB705 and multiple measures.

**Next Steps and Meetings:** The group recommended the following individuals be invited to participate:

- Dan Rounds, Ca Workforce Development Board
- RP Group representative
- Chancellor's Office MIS representative

The next meeting date was proposed to be June 7, 2018.

Data and Accountability field team members were invited to participate in the focus group for the Data Element Dictionary and LaunchBoard data matching process. A doodle poll will be sent out to determine a date. It was suggested to hold a hybrid Zoom/in-person meeting.