Santa Barbara AEBG Proposed Activity Chart 2016-2017
Noncredit ESL Program Timeline

Nº	Objective	Activity Description	Complete by	Person or Agency responsible	Outcome	Data capture
1	Access to Technology for Off-sites	Order hardware, charging station, peripherals (order and maintenance have been run through and approved by	Jan.-Feb.	NC Techology lead faculty	30 Chromebooks and peripherals arrive at our campus	IT/Purchase req.
		Purchase licenses and software. Hire part time support person to monitor completion and timely reporting of all deliverables set forth in the AEBG proposal	Jan. -Feb.	NC ESL Faculty team	First set of essential licenses arrive	Licensing contracts.
		Coordinate with IT for the installation of software and	March	IT department	Chromebooks are ready to be tested	IT Work order
2	Professional Development/ Training	(2a) Provide professional development and training to all Noncredit faculty to ensure successful use of technology-mediated instruction and new Chromebooks.	March	NC ESL Faculty	Faculty are trained on the use of Chromebooks at an off site using wifi hotspots, peripherals and projectors.	Stipends/sign in sheets
		(2b) Provide in-service training to ensure the successful implementation of curricular modifications undertaken as part of last year's AEBG grant project. These modifications were designed to accelerate completion rates and provide clear pathways to both postsecondary	Jan-Feb	NC ESL faculty	Faculty are ready to implement the new curriculum in their classroom using core textbooks and other materials that have been delveloped from a prior round of AEBG funding.	Stipends/sign in sheets
		(2c) Provide stipends for ongoing in-service and professional development initiatives.	Jan-Dec	NC and credit faculty, as well as external consultants work in collaboration	Faculty PD committee meet monthly to generate list of inservice offerings. Faculty receive training in the areas they had requested in the professional development survey conducted in 2015	Stipends/sign in sheets
3	Research/Outreach	Hire a bilingual research consultant to develop survey and focus group instruments	April	NC and credit faculty, as well as external consultants work in collaboration	Survey instruments outreach task force to publicity committee for review and edits	Stipends/sign in sheets
		Create an Outreach Task Force to participate in the collection of data about the education and workforce development needs of our current and prospective students and gather input from local employers.	April	NC and credit faculty, as well as external consultants work in collaboration	Outreach task force meet monthly to work with the assistance of the bilingual consultant.	Stipends/sign in sheets
		Task force participants work collaboratively with bilingual research consultant and receive stipend to collaborate with data collection and analysis	April-May	NC and credit faculty, as well as external consultants work in collaboration	Outreach task force meet monthly to share findings and divide work with the assistance of the consultant.	Stipends/sign in sheets

Silvia Morgan, Interim Noncredit Coordinator, SBCC, 8-9-2016

4	Implementation phase	Continue with the implementation phase of the work that began with the 2015-16 AEBG funding in the area of Healthcare and Childcare VESL course articulation	June	Collaborative, interdepartmental teams	Course modifications	Curricunet