



ADULT EDUCATION CONSORTIUM

## **SAEC Leadership Committee Meeting**

October 24, 2019 3:00PM-5:00PM

VLC 12, Visalia Learning Center

630 South Atwood Visalia, CA 93277

Co-Chairs: Heather Keran and Thad Russell

1. Opening Business
  - 1.1. Call to Order
  - 1.2. Welcome and Introductions
2. Approval of Minutes - Minutes fro10/1/19
3. Public Comment – General public comment on any Consortium related topic may be heard at this time. The Leadership Committee asks that any public comment on an item listed on today's agenda be addressed at the time the item comes up for discussion by the Leadership Committee. Pursuant to SAEC Policy the Leadership Committee may limit individual comments to no more than 3 minutes and individual topics to 20 minutes. Please begin your comments by stating your name.
4. Information Items:
  - 4.1. SAEC Fiscal Models, final draft review – Heather/Thad
  - 4.2. Program Evaluation Data Chats – Heather/Thad
    - Bring:
      - Program enrollment (up or down, trends)
      - Completers
      - Federal Tables 4, 4b, 5
      - CAEP DIR report
      - NRS DIR Report
    - Report Spotlight
  - 4.3. Due Dates--John Werner
    - Member Annual Plans/Budgets in NOVA
    - Student Data Due 10/31/19 in TOPSPro (Q1)
    - Member Expense Reports Due in NOVA 12/1/19
    - Instructional Hours/Expenses Actuals Certified on 12/1/19
  - 4.4. Data Consulting—John Werner
    - Review scope of work for Karina
    - Review COS consultant Process
  - 4.5. PD Calendar--John Werner
    - <https://calendar.google.com/calendar?cid=YmJzOXA1b2Q3YmdhYjNqOXJsNzBkbGcxb29AZ3JvdXAuY2FsZW5kYXluZ29vZ2xlLmNvbQ>
  - 4.6. WIOA II Update and Due Dates--Larriann Torrez
    - Student Performance Data Survey Due 10/31/19
    - Tech Plans Due 1/31/2020
    - RFA 2020/23

4.7. Next Leadership Committee Meeting 11/5//19 Agenda—Heather Keran

- COS--10:00AM

5. Action Items

6. N/A

7. Adjournment