SEQUOIAS
ADULT EDUCATION CONSORTIUM

SAEC Leadership Committee Meeting
May 25, 2023, 3:00-4:30PM

Agenda

Co-Chairs: Heather Keran and Jonna Schengel

- Opening Business
  - Call to Order
  - Welcome and Introductions

- Approval of Minutes
  - 05.02.23 SAEC Leadership Committee Meeting Minutes.docx

- Public Comment –General public comment on any Consortium related topic may be heard at this time. The Board 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 Board. Pursuant to SAEC Policy the Board may limit individual comments to no more 3 minutes and individual topics to 20 minutes. Please begin your comments by stating your name.

- Action Items:
  - None

- Information/Discussion Items (All supporting documents attached to this agenda in the order they appear on the agenda. Meeting participants will find a link to an electronic version of this agenda, which has active links to all supporting documents) here:

  - Governance
    - COLA Update

  - Marketing/Outreach - Tami Olson

- Deliverables and Updates- John Werner
  - WIOA Title II
    - Deliverables for 2022-23

  - CAEP
    - May 2023
      - May 2: CFAD for 2023-24 due in NOVA *
    - June 2023
      - Jun 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q3)
      - Jun 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q3) *
      - Jun 30: End of Q4

- RISDIS (reminder)
  - Upcoming Navigator Events
    - Royal Oaks Career Day   May 25, 2023
    - Tulare-Kings Healthcare Meeting   June 9, 2023
    - Lindsay Healthy Start   June 14, 2023

- Professional Development

  - CASAS Summer Institute 2023, June 12-15, Hyatt Regency Orange County
    - Virtual trainings June 12, remainder in person
    - In-person Registration – $680
    - Virtual Registration – $500
    - https://www.casas.org/training-and-support/si

Reminders:
- Draft Member Effectiveness Report Schedule:
  - Draft Schedule for 2023-2024:
    - October 2023 – SAEC Report: Enrollment and NIF Report by Navigators
    - November 2023 – SAEC Report: Outcomes, Hanford Adult, Tulare Adult
    - February 2024 – Visalia Adult, Corcoran Adult, Lindsay
    - April 2024 – College of the Sequoias, Cutler-Orosi, Farmersville

- Program Area Governance Committee meeting dates - John Werner
  - Concerns regarding Committee Meetings
    - Clarification on how a meeting is handled
    - Need to be led by teachers
    - Training on how to run a meeting?
    - Proposed dates for meetings
      - Vote on agree so it can be rolled out to staff

  - ESL
    - September 25, 2023   1:00 - 3:00PM
    - April 5, 2024   1:00 - 3:00PM

  - ABE/ASE
    - TBD

  - AWD
    - September 19, 2023   1:00PM-3:00PM

- April 19, 2024   1:00PM-3:00PM

  - Back to School meeting for instructors as a consortium

  - SAEC Data Community of Practice meeting dates:
    - 2022.23 Meeting Dates:
      - ~~Q1 10.21.22 @   2:15PM~~
      - ~~Q2 01.20.23 @ 11:00AM~~
      - ~~Q3 04.21.23 @ 11:00AM~~
      - Q4 06.29.23 @ 11:00AM and/or
        07.06.23 @ 11:00AM

  - Next Leadership Committee Meeting Agenda - Heather Keran
    - Next Meeting: 07/20/2023 @ 3:00 - 4:30PM
    - Virtual
    - Agenda topics:

  - Next [SAEC Board Meeting](#) on 08.01.23 @ 8:00 - 9:30AM - John Werner
    - At COS

- Adjournment