



Barstow Area Consortium for Adult Education

Board **AGENDA**

Barstow Community College, Administration Conference Room

Tuesday, October 19, 2021 (2:00 p.m. – 4:00 p.m.)

(<sup>Ⓜ</sup>Materials in Board Packet)

**DUE TO COVID-19, THIS MEETING WILL BE HELD ON ZOOM; THE PUBLIC IS INVITED TO PARTICIPATE**

**Meeting URL:** <https://barstow-edu.zoom.us/j/98046404748> **Meeting ID:** 980 4640 4748

PLEASE NOTE: Agenda related documents distributed to the BACAE Board for the Board Meeting may be viewed in the President’s Office at Barstow Community College, 2700 Barstow Rd, Barstow, CA 92311. Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating, or documentation in accessible formats, should contact the BACAE Coordinator at [erivera@barstow.edu](mailto:erivera@barstow.edu) at least two days before the meeting date.

Call to Order: p.m.

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input type="checkbox"/> Cecil Edwards	<input type="checkbox"/>	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/> Deedee Garcia	<input type="checkbox"/> Terri Walker
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<input type="checkbox"/> Michelle Colleoc
Silver Valley	<input type="checkbox"/> Jeff Youskievicz	<input type="checkbox"/> Brice Scott	<input type="checkbox"/>
Consortium Staff	<input type="checkbox"/> Elena Rivera	<input type="checkbox"/> Jackie Diaz	<input type="checkbox"/>

1. <sup>Ⓜ</sup>Approval of Minutes – August 10, 2021

Motion to approve by ; 2<sup>nd</sup> by

2. Public Comment – Public comment will be allowed on any topic relevant to the BACAE. Pursuant to BACAE Policy, comments are limited to 3 minutes per person. Please begin your comment by stating your name.

3. Closed Session – None Requested

4. Guest Speaker – Gustavo Cisneros, Administrative Supervisor with SBC Workforce Dev. Dept.

5. Consortium Director’s Report

5.1 CAEP Deadlines – Upcoming

- Sep 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 21/20 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1
- Oct. 30: 21/22 Member Program Year Budget and Work Plan certified by Consortia in NOVA
- Oct. 31: Student data due in TOPSPro (Q1)
- Oct. 31: Employment and Earnings Follow-up Survey
- Dec. 01: July 1, 2020 to June 30, 2021 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec. 01: 19/20, 20/21 & 21/22 member Expense Report Due in NOVA (Q1)
- Dec. 31: 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec. 31: End of Q2

- 5.2 TTA Update:
- 5.3 CAEP Updates:
  - CAEP State Priorities Handout
  - CAEP Three-Year Plan 2022-25 Guidance
  - Three-Year Plan 2022-25 Infographic
- 5.6 Member Program Update: BAS
- 5.7 Member Program Update: BCC
- 5.8 Member Program Update: BVUSD
- 5.9 Member Program Update: SVUSD
- 5.10 BCC Fiscal Agent Report
- 5.11 Marketing & Social Media Update: Phoenix Design

6. Discussion Items

- 6.1 District Member Data Integrity Reports
- 6.2

7. Action Items

8. Announcements

- 8.1 Conferences
  - **CAEP Annual Summit: October 26-28, 2021 – Virtual**
  - ACCE Fall Workshop: November 18, 2021, 1:00pm to 5:00pm – Virtual
  - CCAE Fall Conference: November 19-20, 2021 – Palm Springs
  - CAEAA State Conference: February 3, 2022, 10:00am - Virtual
  - COABE National Conference: April 10-13, 2022 – Seattle, WA
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- 8.2 2020-2021 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 3<sup>rd</sup> Tuesday of the Month)

<b>2021-2022</b>
November 16, 2021
December 21, 2021
January 18, 2022
February 15, 2022
March 15, 2022
April 19, 2022 – CFAD Vote
May 17, 2022
June 21, 2022 – Annual Plan Retreat

9. Adjournment: p.m.

Motion to approve by ; 2<sup>nd</sup> by