



## CAEP Advisory Committee Meeting Minutes

DATE: April 20, 2022

TIME 2:00 PM

LOCATION: ZOOM

<b>CO-CHAIRS</b>	Dr. Ryan Burke	Jennifer Lewis		
	Crystal Robinson	Sara Garcia-Salgado	Diane Edwards-Lipera	Dr. Christine Jensen
	Dana Orozco	Andrea Aragoza	Anel Martinez	Titi Nguyen
	Carol Ross	Sylvia Garcia-Navarrete	Carmen Nieves	Eduardo Diaz

<b>HANDOUT(S)</b>	March 16, 2022 Meeting Minutes <a href="#">2022-2023 CFAD Overview</a> <a href="#">Consortium targets</a>	<a href="#">2022-2023 SBAEC Allocation Proposal</a> <a href="#">Governance Questionnaire</a>
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- **Review/Approval of Minutes** – Crystal called for the review and approval of minutes. Minutes approved with no corrections.
- **2022-2023 CFAD** – Crystal presented an overview of the 2022-2023 CFAD that included a description CAEP funding, statewide funding levels, consortium and member level funding, and new governance questions relating to carryover and member effectiveness. The advisory committee came to consensus on consortium and member funding levels, distributing the 5.33% COLA using the same percentages we have followed for the past several years with Sweetwater as the fiscal agent. The new governance questions were highlighted and the advisory agreed to the responses with one additional clarifying sentence stating that we would revisit the topic of member effectiveness in 2022-2023.
- **Transitions Team Update** –
  - The Transitions Team worked as a whole group at the April meeting, putting together a rough timeline of each component of the pilot. A portion of the meeting was also spent refining the student survey prepared by the Data Team.
  - Team members are working internally to match curriculum in preparation of assigning high school credit to college classes
  - Final transitions team meeting May 10
- **Data Team Update** –
  - The Data Team met in April ahead of the Transitions Team meeting to develop the student survey. The team identified multiple sections of the survey including Student Information, Educational Goals, Student Services, Student Efficacy, and Student Challenges.
  - Next steps are to analyze the qualitative and quantitative aspects of the survey results.
- **Strategic Planning Update** –
  - Discussion continued as to the methodology of calculating consortium metrics. Taking the suggestions from the previous Advisory Committee meeting, an increase in numbers by 10% each year was calculated and presented, as well as the percentage of the community subgroup served. Advisory came to consensus to repeat the 2019-2020 figures as consortium targets for 22-23, 23-24, and 24-15, with the understanding that we will have the opportunity to revisit our targets during the annual planning process.
- **Marketing Update** –
  - Implementation Team met with marketing consultant to discuss an initial plan for a new creative as well as a timeline. New ideas were presented, and the implementation team will discuss a way forward at their next meeting.
- **Member Curriculum Update** –
  - SUHSD – Will be expanding Intro to Advanced Manufacturing. First cohort of students will be moving on to level 2, and a new level 1 cohort will begin. Will be ready soon to work with SWC in developing a pathway. Also will be rolling out a Beginning Literacy course in the ABE program, focusing on phonemic awareness. SWC would like a flyer for the course when ready.
  - SWC – The following noncredit reading courses will be rolled out: Jazz Up Your Reading Skills, For the Love of Reading, and Reading Between the Lines
- **Other:** CDC meeting to approve the 2022-2023 CFAD is scheduled for April 27, and the May Advisory Committee meeting will require consensus approval of the 3 year plan.

