

**AB 104 Consortium Meeting Agenda**

**December 5, 2022**

**10:00 a.m.**

**Hybrid Meeting**

**Zoom link:**  <https://gavilan-edu.zoom.us/j/86121882721?pwd=dHNycGxYQ1ltYU94aGc2QXVCalBYdz09>

**Room**: **HU106**

1. Call to Order
   1. Roll Call
   2. Public Comments

ll. Discussion Items

* 1. Approve prior meeting minutes (October and November)
  2. Year one activities update
     1. Completed Gavilan application adult education item -tracking system for adult learners(Dean Sweeney)
     2. New career services position hired-invite to next consortium meeting (Dean Sweeney)
     3. Scheduling meeting with consortium counselors (Ms. Pedroso)
        1. Consider funding for retreat (half day)
     4. Outreach consultant scheduling for January/February meeting (Ms. Pedroso)
     5. Short-term vocational programs. Need landscape study and to understand current offerings before proposing new programs (Ms. Pedroso)
     6. Community partners(re-engage): Schedule individual follow-ups with consortium members to gather list and invite partners to a consortium meeting (Ms. Pedroso)
     7. Common Assessment tool (Ms. Grissom)
        1. Review common intake survey
        2. Consider retreat for staff who register students for half day and consider funding
     8. Understand Data/outcome measures
        1. Need to begin to present member level data monthly or bimonthly
        2. Employment and wages survey
        3. Skill attainment measures (presentations by member assessment staff)
  3. MOU signature status (San Benito and Morgan Hill)
     1. Invite superintendents to join the meetings
  4. Quarterly Reporting Upcoming Deadlines
     1. Dec 1: July 1, 2021 to June 30, 2022 Program Area Report (Instructional Hours and Expenses by Program Area; actuals) in NOVA and Certified by Consortium\*
     2. Dec 1: 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
     3. Dec 31: 20/21, 21/22 & 22/23 Member Expense Report certified by Consortia in NOVA (Q1) \*
     4. Dec 31: End of Q2
  5. Dual enrollment update
  6. Schedule next meeting dates and times

1. Member Updates
   1. Member updates
   2. Other upcoming agenda items
2. Adjournment

\*\*For public comments, please email Rosio Pedroso at: rpedroso@gavilan.edu.