Gavilan Regional ACES

Consortium Meeting Minutes

December 14, 2021 Meeting

In attendance: Randy Brown (Gavilan Joint Community College District), Shannon Lane (Morgan Hill Unified School District), Greg Camacho-Light (Gilroy Unified School District), Elaine Klauer (San Benito High School District), and Kristen Arps (Interim Consortium Director)

1. Meeting opened at 4:00 p.m. (quorum reached with 4 out of 4 Members represented)
2. Current Topics:
	1. Approved minutes for November 16, 2021 consortium meeting. Randy Brown made the motion and Greg Camacho-Light seconded; all in favor.
	2. Deliverables
		1. Kristen Arps now has access to NOVA for report review and certification.
		2. Upcoming deadlines:
			1. Member 21-22 Q1 Expense Report and 20-21 Program Area Report in NOVA: December 1 submission, December 31 certification. (San Benito still needs to complete.)
	3. 3-Year Planning
		1. 3-Year Plan due to the state by June 20, 2022.
		2. All Consortium Members need to send Kristen (so she can compile for all to review):
		3. Member student/program data for academic years 18-19, 19-20, and 20-21, including student demographics, performance, and outcomes and program offerings, so we can analyze the trends and the impact of the pandemic. Should we include Q1&2 of this year, too?
		4. Narrative about the impact of the pandemic, including how programs were running right before and during the pandemic and currently, as well as the forecast for the future.
		5. May consider doing a survey or some strategy to collect current student data and input.
		6. Once data is compiled, Members can review and analyze together to identify gaps and needs, then set goals for 2022-25.
		7. Kristen will collect regional demographic data and labor market information.
3. Partner updates:
	1. Shannon reported that high school students, specifically freshman and sophomores, are 40% off track, which could impact the Adult Schools. This can cause a high demand for classes to make up credits. Need to prepare for that impact. Shannon will run a report to see what those numbers are and send to Kristen.
	2. Elaine may face the same impact of failing high school students. Will also check on numbers and inform Kristen.
	3. Greg has a new counselor for his Adult Ed program.
4. Meeting dates and times:
	1. Changed to third Tuesday of every month at 4:00-5:00.
	2. Upcoming meetings: January 18, February 15, and March 15, 2022
5. Meeting adjourned at 5:01pm

Minutes prepared by Dora Mendoza and Kristen Arps