**Consortium Meeting Agenda: January 8th, 2024**

9:00 a.m.  to 12:00 p.m.

**Hybrid Meeting:** Gavilan College Room HU106

**Zoom link**: https://us06web.zoom.us/meeting/86861526350

(Link to role description [here](https://docs.google.com/document/d/1wCeM5A7xM_3Oxv1o_3L1_Kv5CanmZaDhrGSsFP91eng/edit))

**Roles:**

Facilitator: Claire Grissom

Timekeeper: Greg CamachoLight

Equitable Voices Monitor: Abel DeLeon

Process Observer/Parking lot: Dean Sweeney

**Meeting Norms:**

* 1. Keep student success at the forefront of the decision making and focus.
  2. Come prepared for the meeting.
  3. Begin and end on time.
  4. Be fully present, engaged and solution focused.
  5. Conversation is a natural way humans think together, and we expect it to be messy at times.
  6. Treat each other with respect and assume noble intentions.

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1. Call to Order: **5 minutes**
   1. Roll Call:
   2. Public Comments:
2. Discussion Items
   1. Approve prior meeting minutes (December meeting notes) **5 minutes**
   2. 2021-22 Overage **10 minutes**
      1. Amendment process and determine reallocation if any.
   3. 2022-23 Overage plans **10 minutes**
   4. Health Care Grant **10 minutes**
      1. MOUs – to sign
      2. Member updates
   5. Next year’s meeting schedule **10 minutes**
   6. Enrollment and outcomes data-meet with individual members **5 minutes**
      1. Report out in February
   7. Core values of other consortium **5 minutes**
      1. update
3. Closed session **30 minutes**
   1. Discuss Director Position, Salary and Evaluation:
4. Informational **15 minutes**
   1. Quarterly Reporting: Upcoming Deadlines
      1. **Jan 31:** Student Data due in TOPSPro (Q2)
      2. **Jan 31:** Employment and Earnings Follow-up Survey
      3. **Feb 28:** Preliminary allocations for 2024-25 and 2025-26 released by this date.
      4. **Mar 1:** 21/22 and 22/23 and 23/24 Member expense report is due in NOVA. (Q2)\*
      5. **Mar 31:** 21/22 and 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q2) \*
      6. **Mar 31:** End of Q
      7. **Apr 30:** Student Data due in TOPSPro (Q3)
      8. **Apr 30:** Employment and Earnings Follow-up Survey
      9. **May 2:** CFAD for 2024-25 due in NOVA \*
      10. **Jun 1:** 21/23 and 23/24 Member Expense Report due in NOVA (Q3)
      11. **Jun 30:** 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3) \*
      12. **Jun 30:** End of Q4
      13. **Jul 15:** Student Data due in TOPSPro (Q4) FINAL
      14. **Aug 1:** Student Data due in TOPSPro (Q4) FINAL
      15. **Aug 15:** Annual Plan for 2024-25 due in NOVA \*
5. Member Updates **15 minutes**
   1. Member updates
   2. Other upcoming agenda times
      1. CalPro training -Consortium to host (gathering information)
      2. CASAS summer institute- June 17-20 Hyatt Regency Orange County, California. Registration opens January 15th.
   3. Upcoming meetings 9 am to 12pm
      1. February 5th at Face Center, Morgan Hill
      2. March 4th at Gavilan College
      3. April 8th at Face Center, Morgan Hill
      4. May 6th at Gavilan College
      5. June 3rd at Face Center, Morgan Hill
      6. (July tbd)
   4. Other items to consider.
6. Adjournment

**Direct public comments to Rosio Pedroso at rpedroso@gavilan.edu.**