



San Diego Adult Education Regional Consortium (SDAERC)

Date: Thursday, November 21st, 2024

Time: 2:00pm-3:30pm

Meeting Location: 4343 Ocean View Blvd. San Diego, CA 92113 (ECC) Room 106 (President's Conference Room)

Meeting Recording: [Link](#)

Password: SDAERC

Meeting Teleconference Access Or by phone: 1-669-900- 6833 **Meeting ID:** 864 8907 8557

For a List of Voting Members: Click on SDAERC Website: <https://sdcce.edu/organization/special-projects-and-grants/sdaerc>

*SDAERC is a Brown Act abiding consortium. As we are no longer in a state of emergency due to the pandemic, under AB 2249 the quorum must be present in-person at a single, publicly accessible location. Individual voting members may participate remotely with notice. Voting members requesting remote participation MUST provide reason to do so, being either "just cause" or "emergency circumstances". For further information on meeting policies and remote restrictions per AB 2249 see [HERE](#) and [HERE](#).

Agenda Item	Lead/Presenter
1. Call to Order	<p>Members Present</p> <ol style="list-style-type: none"> 1. Jacqueline Sabanos, SDCCE (proxy for Dr. King) 2. Tavaris Franklin, SDCCE (proxy for Dr. Lorie Howell) 3. Nicole Lincoln, SDUSD (proxy for Nate Sachdeva) 4. Monica Rosas, SDUSD (proxy for Sarah Vielma) 5. Megan Timmons, SDUSD 6. Kirsley Tate, SDUSD 7. Leah Gualtieri, SDCCE 8. Bradley Dorschel, SDCCE <p>Guests</p> <ol style="list-style-type: none"> 9. Shakerra Carter, SDCCE 10. Maureen Gallegos, SDCCE 11. James Hayes, SDCCE 12. Myesha Jackson, SDCCE 13. Cynthia Giammarinaro, SDCCE 14. Jesus Rivas, SDCCE 15. Carolyn McGavock, SDCCE 16. Roberta Krauss, SDCCE 17. Mark Nesbit, SDCCE 18. Catherine Shafer, SDCCE 19. Carolina Gonzalez, SDCCE 20. Steph Johnston Austin, SDUSD

	21. Robert Carrillo, SDUSD
2. Adoption of Agenda & Selection of Chair & Proxies	Monica Rosa motion to approve agenda as is. Dr. Carter 2 nd . Agenda approved. Brad Dorschel selected to chair meeting.
3. Public Comment <i>Note: see new Consortium Public Comment Form online SDAERC</i>	No public comments.
4. Consent Items: a) September 19, 2024 - Meeting Minutes Link	Dr. Carter motion to approve. Megan Timmons 2 nd . Minutes approved.
5. Action Items a) SDAERC Bylaws Update – Second Reading b) Fiscal Reports & Updates: • Carryover Compliance Written Expenditure Plan	In Dr. King’s absence, bylaw second reading tabled until January 16 th meeting. Dorschel stated that NOVA would not allow him to download expenditure plan but would share via e-mail upon request with any consortium members/guests. Compliance plan was written in collaboration between SDUSD (Sachdeva) and SDCCE (Dorschel). SDAERC and both member agencies are expected to be under the 20% carryover threshold for FY24/25.
6. Presentation & Discussion Items a) Three Year Plan • 2025-2028 Guidance Document Link	Dorschel shared that SDCCE has formed an internal workgroup comprised of stakeholders throughout the organization (program chairs, classified professionals, research office, and administrators).
7. Informational Items a) CAEP Summit Recap b) SDCOE/SDCCE Apprenticeship & Vocational Training Expo Recap c) Joint Secondary Ed Workgroup	Dorschel shared that the consortium had 3 very well attended presentations at the CAEP Summit in Oakland, CA in late October. Catherine Shafer shared that the Summit was “absolutely amazing”. Tavaris Franklin seconded Shafer’s sentiment. Leah Gualtieri agreed it was a “great experience”. Franklin and Dorschel shared comments about the success of the SDCOE/SDCCE Apprenticeship & Vocational Training Expo hosted at ECC. Dorschel shared that Joint Secondary Ed Workgroup did not meet in November. The meeting was scheduled for the same day as Apprenticeship Expo at ECC.

<p>8. Community Partnership Updates</p> <p>a) Partnership Updates</p>	<p>Jesus Rivas shared that the PRIE department will be releasing a new “transitions dashboard” that will aid with the 3-year planning efforts.</p> <p>Jose Cruz shared that he attempted to help students navigate the SDCCE enrollment process and encountered various challenges. He sent an email follow up to Tavaris Franklin sharing his findings and suggestions for improvement. Franklin shared the addition of the SDCCE multi-lingual vanity phone number and welcome centers on each campus should help the student enrollment process.</p> <p>Nicole Lincoln shared that visiting the role of the proxy and how many meetings a member can miss should be discussed at a future meeting.</p>
<p>9. Upcoming CAEP Due Dates and State Updates</p> <ul style="list-style-type: none"> • Dec 1: July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium * • Dec 1: 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1) • Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1) • Dec 31: End of Q2 	<p>Dorschel shared upcoming important CAEP due dates.</p> <p>Meeting adjourned at 2:40pm.</p>
<p align="center">Next Consortium Meeting: Thursday, January 16th 2:00 – 3:30 Next Joint Taskforce meeting: Thursday, December 12th 2:00-3:00</p>	

For more information about the SDAERC and CAEP: Visit our local websites: [SDCE SDAERC](#) and [SDUSD Adult Program](#)
Or the State CAEP website: www.caladulted.org

