



WEST END CORRIDOR
CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM

*Chaffey Joint Union – Chino Valley Unified – Fontana Unified – Upland Unified – Baldy View ROP
Chaffey Community College*

Executive Committee Meeting Agenda
October 14, 2020 12:30 p.m. Via Zoom

Please contact the Program Coordinator, Dana Galloway (dana.galloway@cjuhsd.net; 909-391-5365), for information on making public comment at this meeting.

* = Vote to be taken or action item
___ = Materials/documents provided

- I. Welcome/Introductions
- II. Approval of Agenda*
- III. Approval of Meeting Minutes from September 9, 2020*. Member reps present: Cindy Gleason, Todd Haag, Matt Morin, Andrew Stager
- IV. Public Comment
- V. Member Comment
 Matt: Data-sharing MOU's
- VI. Consent Items
- VII. Fiscal Planning*
 Would it be beneficial to finance the paid version of Canvas for the adult schools?
- VIII. Adult School/Chaffey College partnership update (Matt and Laura; Ruzanna Hernandez and Nora Hourani-Farraj)

- IX. Professional Development
Data Group will meet in November
“Best Practices” Group to involve AP’s or program leads, with Dana & Laura. Whom would you appoint from your school?
- X. WestEd (Greg Hill Jr.)
WECC Data Manual & Program Growth and Performance, sent in advance
Discussion of future collaboration with WestEd (see *Ideas for Moving Forward*)
- XI. Updates from Members
Reports/Questions from members on enrollment, testing, instruction, technology needs, CTE courses, or other topics of interest in response to the COVID-19 pandemic.
- XII. CAEP Director’s Event report (Todd and Dana)
- XIII. Announcements/Reminders
Next big deliverables are 2020-21 Budget & Work Plan (see below). Please submit by **Oct. 26**.
- XIV. Other

Information Items- Announcements/Calendar of Events:

Upcoming events:

October 26-29: CAEP Summit (*online; registration open*)
<https://caepsummit2020.vfairs.com/en/registration>

WECC Meeting Calendar for 2020-21: December 9, January 13 (2021), February 24, April 7, May 5

Upcoming Deliverables:

October 2020



Oct 30: 20/21 Member Program Year Budget and Work Plan certified by Consortia in NOVA

You must budget the total available amount. You should also pick at least one strategy in each category.

- **Oct 31:** Student data due in TOPSPRO (Q1) *Agencies will use the new Quarterly Data Submission Wizard in TE.*

December 2020

- **Dec 1:** July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- **Dec 1:** 18/19, 19/20, & 20/21 member expense report due in NOVA (Q1)
- **Dec 31:** 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

Next regular meeting:

December 9, 2020

Materials: WECC Data Manual; Program Growth and Performance (Greg Hill Jr., WestEd)
WestEd: Ideas for Moving Forward (Greg Hill Jr.)
Dual Enrollment (Chaffey College)