

SDAERC MINUTES

<p>Meeting Minutes: August 14th</p> <p>Meeting was called to order at 9:29am and a quorum of Representatives were present (Electronically or in Person) including: Michelle Fischthal, VPI SDCE Megan Johnson, Instructor SDUSD Magda Kwiatowski, Faculty SDCE Al Love, Director SDUSD Andrea Vinson, Principal SDUSD</p>
<p>Agenda was Adopted and Michelle Fischthal was selected to Chair the Meeting</p> <ul style="list-style-type: none"> ▪ Motion: Michelle ▪ Second: Andrea ▪ No Discussion ▪ Approved Unanimously
<p>There were no Non-Agenda Public Comments</p>
<p>Consent Items: Approval of Minutes from June 14, 2018 Meeting</p> <ul style="list-style-type: none"> ▪ Motion: Al ▪ Second: Andrea ▪ No Discussion ▪ Approved Unanimously
<p>Action Items:</p> <p>Action Kelly Henwood, SDCE, will serve as the Consortium Lead through December 2018</p> <ul style="list-style-type: none"> ▪ Motion: Al ▪ Second: Andrea ▪ No Discussion ▪ Approved Unanimously <p>Action to approve the Year Four SDAERC Annual Plan with the suggested changes to the document</p> <ul style="list-style-type: none"> ▪ Motion: Michelle ▪ Second: Al ▪ Discussion: See below ▪ Approved Unanimously <p>Discussion included revising language in the plan for these areas:</p> <ul style="list-style-type: none"> • Regional Gaps #3 “joint data sharing system” with language that takes into consideration challenges including FERPA and unlikelihood of being able to adopt a technology system any time soon that will address this need. Instead, SDUSD acknowledged that they would need to be malleable to SDCE constraints. Additionally as a consortium the SDAERC will instead need to focus on a better way to present student transition data between institutions that is currently collected, make efforts to provide some type of analysis of that information, including challenges and solutions, and to use a workgroup structure to create some solutions but first clarifying the purpose for this Regional Need regarding tracking student transitions. • Gaps in Service Strategy #4 and Professional Development Strategy #6 to include for SDCE institutional “Planning, Research, and Institutional Effectiveness” or the PRIE Department.

Discussion Item: Governance Charter First Reading. This item was for discussion only and included a walkthrough of the document. There was discussion regarding the term Charter vs. Bylaws as well as the background for the Joint Executive Coordinating Council (JECC) and the Delineation of Function agreement with suggestions to shorten the language. Discussion regarding Alternates for the SDAERC and if this was needed because Proxy language would cover this intent. Alternates could be considered for committees and workgroups.

Consortium representatives requested that the document be sent electronically and based on the number of comments, it will either undergo a second reading at the 9/6 meeting and/or be an action item for vote.

Informational Items:

Upcoming State Webinars: A schedule was passed out and representatives were encouraged to sign up for the state AEBG newsletter if they had not already done this.

September Agenda : SDAERC discussed priority agenda items (in order of importance) based on state timelines including: 1) Approve Governance Charter, 2) Approve PY 17/18 End of Year Student Data Review 3) Approve Q4 Expenditure Reports & PY 18/19 Budget, 4) Discussion of Project Outline for 3-Year Plan Development, 5) Discussion of Consortium and Member Effectiveness, and 6) Discussion of Apprenticeship Event occurring on 9/27/18. Note: Magda asked to postpone the State Field Team Presentation until after 9/27 which is when the next state Field Team Meetings will be held.

Upcoming Due Dates: Shared including 1) September 1st: PY 16/17 & PY17/18 Q4 Expenditure Reports by Member Agency including leveraged funds, fees, and other financial breakdowns, 2) September 30th: Q4 Expenditure Reports certified by consortia in NOVA and 3) September 30th PY 18/19 Annual Budget Plan entered by member agencies.

Meeting was Adjourned at 10:54am