



**Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting
November 17, 2021 | 2:30 – 5:00 p.m.
VIRTUAL AND IN-PERSON MEETING**

Zoom Meeting Link & Dial-In:

<https://cccconfer.zoom.us/j/91341122633> | Dial: +1 669 900 6833, Meeting ID: 913 4112 2633

Meeting materials in public Google Drive folder:

<https://tinyurl.com/SVAEC-21-22>

In-person Meeting Information: Building R, Hartnell College, 14 Cypress Street, Salinas, CA 93901

NOTES:

- Agenda items must be submitted to the Director five (5) days prior to the meeting.
- All Member Districts must provide notification to the Director at least five (5) days prior to the meeting if there will be no Designee present at the meeting (in person or virtually).

AGENDA

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| 2:30 – 2:40 | Call to order <ul style="list-style-type: none">• Roll call/establish quorum• Guest introductions• Approve meeting agenda and prior meeting minutes |
| 2:40 – 2:50 | Public Comments (<i>3 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting</i>) |
| 2:50 – 3:10 | Member & Partner Program Updates & Announcements (<i>2 minutes max per agency</i>) |
| 3:10 – 3:40 | Action Items <ul style="list-style-type: none">• Brown Act• Proposals on how to spend \$42K• Money for PLCs |
| 3:40 – 4:40 | Discussion Items <ul style="list-style-type: none">• Presentation: Rosio Pedroso, Pedroso Consulting• ECE Apprenticeship Pathways program (Ivan Pagan)• Pathways to STEM for adult students• Administrators' Retreat• CAEP Summit, October 26 – 28, 2021• SVAEC Administrators Retreat, October 22, 2021 |
| 4:40 – 4:50 | Information Items (<i>if time allows</i>) <ul style="list-style-type: none">• PLC Update• TE Users Update• Bylaws |
| 4:50 – 5:00 | Final questions, comments, and reminders; adjourn <ul style="list-style-type: none">• TE Users Meeting: November 29 at 2:30 p.m. |



- **PLC Meeting:** December 2, 2021 at 4:00 p.m.
- **Nov 29:** 19/20, 20/21 & 21/22 Member Expense Report Due in NOVA (Q1)
- **Nov 29:** July 1, 2020 to June 30, 2021 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- **Dec 16:** 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2
- **Jan 14:** Q2 Expenditure Reports due to Consortium in Smartsheets (October 1 – December 31)
- **Jan 14:** Q2 Invoices Due to Director
- **Jan 14:** P1 Narrative Progress Report Due to Director

Next Regular Steering Committee Meeting: **January 19, 2021 at 2:30 p.m. (virtual and in person)**