

**Stanislaus Mother Lode
Adult Education Consortium
Meeting**

**Monday, April 11, 2022
2:00 P.M. – 4:00 P.M.**

Zoom Conference

Meeting Minutes

Consortium Voting Members

X	Jessie Ceja – Turlock USD	X	Tonya Bibbins – Waterford USD
X	Emily Harry – Ceres USD		Jared Hungerford (Co-Chair) – Calaveras COE
	Antony Little – Modesto CS		Rick Gonzalez – Newman-Crows Landing USD
X	Pedro Mendez (Director) - Modesto JC		Roy Morlan – Sonora UHS
X	Cathy Parker – Tuolumne CSOS	X	Dallas Plaa (Chair) – Stanislaus COE
	Stephen Sweitzer – Summerville UHSD	X	Colleen Whitlock – Big Oak Flat Groveland USD
X	Consuelo Magallon – Riverbank USD	X	Michelle Walker – Columbia College
	Marcos Huerta – Patterson USD		

1. CALL TO ORDER: 2:06 P.M.

- a. Roll Call
- b. Pledge of Allegiance: Led by T Bibbins, Waterford USD

2. APPROVAL OF AGENDA

Motion: Approve agenda as is. [Motion: P Mendez, Second: T Bibbins]

Roll Call: Ayes = 9, Nays = 0, Abstained = 3, Not Present for Vote: Modesto CS, Summerville UHSD, Patterson USD, Calaveras COE, Newman-Crows Landing USD, Sonora UHS

3. PUBLIC COMMENTS - Public comments are allowed at this time on the agenda. The Consortium Chairperson will recognize any member of the audience wishing to speak on matters related to Adult Education. The Chairperson may allot time for those wishing to speak, but the Consortium will take no action on matters presented (Ed. Code Section 35145.5). Presentations will be limited to 5 minutes. If appropriate, a matter may be referred to the Consortium Chairperson for placement on a future agenda. The public may ask questions relevant to agenda items at the time those items are under consideration.

No public comments.

4. ACTION ITEMS

- a. April 11, 2022, Meeting Minutes

Motion: Approve minutes as presented. [Motion: C Ceja, Second: A Zamora]

Roll Call: Ayes = 9, Nays = 0, Abstained = 6, Not Present for Vote = Modesto CS, Summerville UHSD, Patterson USD, Calaveras COE, Newman-Crows Landing USD, Sonora UHS

- b. CAEP Stanislaus Mother Lode Consortium Resolution Continuing Virtual Meetings

Motion: Approve CAEP Stanislaus Mother Lode Consortium Resolution Continuing Virtual Meetings. [T Bibbins, second: J Ceja]

Roll Call: Ayes = 9, Nays = 0, Abstained = 6, Not Present for Vote = Patterson USD, Sonora UHS, Stanislaus COE

5. MEMBER SHAREOUT

- a. Computer Science and Adult Education- Rudy Escobar discussed opportunities to develop Adult Education opportunities through Computer Science programs.
- b. Business Connection to CTE Programs- Amber Edwards shared information about Opportunity Stanislaus and employment opportunities for students.
- c. Medical Program Offerings- Sarah Wagner (First Lady Permanente)- Recap of some of the upcoming programs available. Nurse Assistant and Medical Assistant programs are now offered Hybrid. Contact Sarah for more information on the upcoming Summer Home Aid course, EMT Program available during Spring Semester and now offering Vocational Nursing program. Open to partnering with Adult Education Programs.

6. FISCAL AND STUDENT DATA REPORTING UPDATES

- a. Members:
 - 4/30/2022- Student Data due in TOPSPro (Q3)
 - 4/30/2022- Employment and Earnings Follow-up survey
 - 5/02/2022- CFAD certified by all members on 3/28/2022

7. ANNOUNCEMENTS/ADJOURNMENT

- a. Announcements
- b. Meeting adjourned at 3:00 p.m.

Next regular meeting: May 16, 2022

Pursuant to California Government Code section 5454957.5, when a writing that is a "public record" as defined by law is distributed to Yosemite / Stanislaus Mother Lode Consortium members less than 72 hours before a regularly scheduled Consortium meeting, copies of these writings shall be available for public inspection during normal business hours at Modesto Junior College, West Campus, Sierra Hall, Room 255, 2201 Blue Gum



Adult Education Stanislaus Mother Consortium – Academic Year 2021-22

Mother Lode Area:	Stanislaus Area:
<p>INSTRUCTION PROGRAMS</p> <ul style="list-style-type: none"> ➤ Adult Education Instruction ➤ College Prep Courses ➤ Hi-Set and/or GED Classes ➤ Virtual Curriculum ➤ Adult Ed. Outreach ➤ Adult Ed. Summer School ➤ Testing Centers ➤ Tutoring ➤ Short Term CTE Programs <ul style="list-style-type: none"> ○ Bus Driver Program <p>SERVICES</p> <ul style="list-style-type: none"> <input type="checkbox"/> AE Administration <input type="checkbox"/> AE Clerical Support <input type="checkbox"/> AE Career Navigator (Adult Students) <input type="checkbox"/> AE Counseling Services <input type="checkbox"/> AE College Transition Specialists 	<p>INSTRUCTION PROGRAMS</p> <ul style="list-style-type: none"> ➤ ABE and ASE Instruction ➤ Book Club ➤ Citizenship Classes ➤ English As A Second Language Instruction ➤ Hi-Set and GED Instruction ➤ Tutoring ➤ Short Term CTE Program <ul style="list-style-type: none"> ❖ Truck Driving Program ❖ OSHA 10 ❖ NCCT Construction <ul style="list-style-type: none"> ○ Sheet Metal ○ Welding Classes ○ Forklift Classes ○ Custodial Boot Camp ○ Book Keeping ○ Quick Books ○ Computer Literacy ❖ Coding/Web Developing ❖ Computer Support Specialist ❖ C.N.A. Program ❖ EMT Classes ❖ Pharmacy Tech Programs ❖ Phlebotomy Program ❖ Medical Billing and Coding <ul style="list-style-type: none"> ○ Medical Interpretation ○ Clinical Medical Assisting Class <p>SERVICES</p> <ul style="list-style-type: none"> <input type="checkbox"/> AE Child Care Services <input type="checkbox"/> AE Clerical Support <input type="checkbox"/> AE Career Navigator (Adult Students) <input type="checkbox"/> AE Administration <input type="checkbox"/> AE Counseling Services <input type="checkbox"/> MJC ESL On-Campus Welcome Center <p>❖ = 3rd Party Industry Recognized Certification</p>

Consortium Wide:

- Consortium Fiscal, Reporting and Compliance
- Hanover Research
- Mayaco Inc. Web-Site Services

**2021-22 Academic
Year CAEP
Stanislaus Mother Lode Consortium Meeting
Dates**

Date	Day	Time
August 9, 2021	Monday (2 nd)	2:00pm to 4:00pm
September, 20, 2021	Monday	2:00pm to 4:00pm
October, 18, 2021	Monday	2:00pm to 4:00pm
November 15, 2021	Monday	2:00pm to 4:00pm
January 24, 2022	Monday (4 th)	2:00pm to 4:00pm
February 28, 2022	Monday (4 th)	2:00pm to 4:00pm
March 21, 2022	Monday	2:00pm to 4:00pm
April 11, 2022	Monday	2:00pm to 4:00pm
May 16, 2022	Monday	2:00pm to 4:00pm

CAEP Deadlines

	Members	Consortia	CAEP
September	<ul style="list-style-type: none"> Actual Instruction Hours and Expenses by Program Area in NOVA (2020-21) Enter 21/22 Budget & Work Plan in NOVA YTD Expense (Q4) 2020- 21FY 	<ul style="list-style-type: none"> Estimates Expense by Program Area Enter 21/22 Budget & Work Plan in NOVA YTD Expense (Q4) 2020-21FY 	
October	<ul style="list-style-type: none"> Student Data TOPSPro (Q1) 	<ul style="list-style-type: none"> Certify 21/22 Budget & Work Plan in NOVA 	
November			
December	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q1) 	<ul style="list-style-type: none"> Actual Instruction Hours and Expenses by Program Area in NOVA (2020-21) YTD Expense Report in NOVA (Q1) 	
January	<ul style="list-style-type: none"> Student Data TOPSPro (Q2) 		
February			February 28, 2022: CFAD 2022-23 and 2023-24 release
March	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q2) 	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q2) 	
April	<ul style="list-style-type: none"> Student Data TOPSPro (Q3) 	<ul style="list-style-type: none"> Approval of 22/22 Workplans 	
May		<ul style="list-style-type: none"> CFAD for 2022-23 due in NOVA 	
June	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q3) 	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q3) 	
July			
August	<ul style="list-style-type: none"> Student Data TOPSPro (Q4) 	<ul style="list-style-type: none"> Annual Plan in NOVA 	