



## CAEP Consortium Directors Council Meeting Minutes

Date: August 13, 2020

TIME 2:00PM

LOCATION: VIRTUAL (ZOOM)

<b>CDC MEMBERS</b>	Dr. Megan Battle	Dr. Joe Fulcher	Dr. Minou Spradley
<b>ATTENDEES:</b>	Dr. Ryan Burke	Jennifer Lewis	Crystal Robinson
	Diane Edwards	Myesha Jackson	Jessica Noel
<b>HANDOUT(S)</b>	April 24, 2020 Meeting Minutes 2020-2021 SBAEC Allocations Proposal for CDC 2020-2021 CAEP Annual Plan Presentation		
	<ul style="list-style-type: none"> <li>• <b>Welcome and Introductions</b></li> <li>• <b>Public Comment:</b> None</li> <li>• <b>Adoption of Minutes:</b> April 24, 2020 – Approved with no corrections.  Motion for approval made by Dr. Battle, seconded by Dr. Fulcher. Motion carried unanimously.</li> <li>• <b>2020-2021 Consortium Allocation Amendment – May Revise:</b> Advisory Committee came to consensus on a recommendation to bring to the CDC. The recommendation is to allocate the 12% cut from the May Revise using the same percentages we have maintained for the past several years. The SUHSD finance department has agreed to take 5% of the shared consortium budget as an admin cost, with the remaining amount going to fund the shared consortium budget itself.  Motion for approval made by Dr. Battle, seconded by Dr. Fulcher. Motion carried unanimously.</li> <li>• <b>2020-2021 Consortium Allocation Amendment – Final Budget:</b> Advisory Committee came to consensus on a recommendation to bring to the CDC. The recommendation is to allocate the additional amount from the Governor’s June budget using the same percentages we have maintained for the past several years. The SUHSD finance department has agreed to take 5% of the shared consortium budget as an admin cost, with the remaining amount going to fund the shared consortium budget itself.  Motion for approval made by Dr. Fulcher, seconded by Dr. Spradley. Motion carried unanimously.</li> <li>• <b>2020-2021 CAEP Annual Plan:</b> Advisory Committee came to consensus on a recommendation to bring to the CDC. The recommendation is to approve the 2020-2021 CAEP annual plan as presented. Primary goals for 2020-2021 include: 1) continuing to strive to meet the community need by advertising and maximizing course offerings and student services, 2) continuing to evaluate and revise current educational pathways to align better to student goals and community needs, and 3) finding viable avenues to share data among members. Various strategies were identified in the areas of filling gaps in services, seamless transitions, student acceleration, professional development, and leveraging resources. Dr. Fulcher asked if the number of students served had been declining year after year, and if the physical distancing regulations due to COVID-19 have resulted in a further decline in enrollment. With CAEP funding essentially static year after year, cuts to programs and services have been necessary due to increases in cost, leading to declining enrollment. All members reported a further decline in enrollment due to mandatory physical distancing starting in March 2020.  Motion for approval made by Dr. Fulcher, seconded by Dr. Battle. Motion carried unanimously.</li> <li>• <b>2020-2021 New CDC Chair:</b> Dr. Battle nominated Dr. Fulcher as the new CDC chair, Dr. Fulcher accepted. Motion carried unanimously.</li> </ul>		

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|  | <ul style="list-style-type: none"><li>• <b>Announcements:</b> Crystal will follow up with CDC members with instructions on how to cast their vote in NOVA, which is due no later than August 14.</li><li>• <b>CDC Meeting Calendar:</b> If there are any further adjustments to the 20-21 allocation, the CDC will convene at that time. Otherwise, the CDC will convene in the spring.</li><li>• <b>Adjourn:</b> Meeting adjourned at 2:30 pm</li></ul> |
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