



Minutes | Santa Barbara CAEP Consortium Regular Public Meeting

August 5, 2020 | 9:03am-9:59am | Online via ZOOM | <https://sbcc.zoom.us/j/98005012658>

- I. Call to Order**
- II. Roll Call & Establishment of Quorum**
 - a. Members present: Corlei Prieto, Gerardo Cornejo, Ray McDonald
 - b. Member In Absentia: Sharon Brown
 - c. Quorum established
- III. Welcome from the Interim Chair Corlei Prieto**
 - a. Corlei welcomes all attendees.
 - b. Consortium Member update
 - i. Ray relays the Workforce continues to be heavily impacted by COVID and that the local One-Stop operator services continue to move their services online.
 - ii. Gerardo relays that his district has moved fully online and continues to address the programming and service challenges caused by COVID. He relays that his district has been successful in securing hardware to students to ensure they can continue their studies remotely.
 - c. Corlei Prieto provides announcements and legislative updates
 - i. She relays that the State CAEP Office has provided a series of online tools and resources for all CAEP Consortia to transition to online learning. The State recommends they utilize OTAN: Outreach & Technical Assistance Network services.
 - ii. She reiterates the upcoming Consortium deadlines due at the end of September: a) State CAEP draft of Program Budget expenses, b) Year 6 2020-2021 Member Budget & Work Plan.
- IV. Public and Entity Comment**
 - a. None.
- V. Consent Items**
 - a. June 3, 2020 Public Meeting Minutes
 - i. Vote: Ayes:3, Absentee:1
- VI. Action Items**
 - a. Program Leader Requests for Addendums to Programs:
 - i. Santa Barbara Public Library, presented by Devon Cahill
 - ii. From the Year 4 grant, Devon requests to move \$10,000 from category 5000 to category 4000 to enable the purchase of a subscription to LinkedIn Learning (formerly Lynda.com) skills database. Gerardo asks Devon about subscriber security on this platform. Devon relays that the Library ensures this is secure and will send the Consortium further documentation on these security features and efforts. Corlei entertains a motion to approve. Gerardo made the motion, Ray seconded.
Vote: Ayes: 3, Absentee: 1
 - b. SBCC Resolution #18
 - i. Corlei briefly summarizes the Resolution that affirms our commitment to Black and African American Students, Faculty, and Staff. She also relays that the CAEP State Office has required all Consortia to address institutional racism and integrate these efforts in their upcoming Annual Plans. Noncredit (NC) Adult High School GED Program Leader Mariah Messer, NC English as Second Language Program Leader Sachiko Oates, NC Career Skills Institute Instructor and Inmate Program Leader Linda Croyle, and NC Community Education Center & NC Student Support Services Program Leader Jose Martinez read the SBCC Resolution #18 in its entirety.
 - ii. Inclusion into CAEP SBAEC Annual Plan & Three-Year Plan
Corlei entertains a motion to approve. Ray made the motion, Gerardo seconded.
Vote: Ayes: 3, Absentee: 1
 - iii. Develop a CAEP Santa Barbara Adult Education Consortium focused Resolution
Corlei entertains a motion to approve. Gerardo made the motion, Ray seconded.
Vote: Ayes: 3, Absentee: 1
 - c. CAEP 2020-2021 Annual Plan
Corlei summarizes a draft of our Consortium's Year 6 Annual Plan and stresses that our plan must address our new online synchronous learning environment and reflect programs that are responsive to the most urgent needs of our CAEP populations. A draft of the Plan includes the following:
Primary SBAEC Goals for Upcoming 2020-2021
 - (1) Continue to support our noncredit faculty in building pathways to credit for existing and new CAEP programs;
 - (2) Support new activity resulting from AB705 implementation (focused on mathematics, English, and ESL);
 - (3) Develop a Noncredit Data Collection task force/workgroup that is committed to the collection of accurate data and analytics for all CAEP programs and services;

(4) Continue to partner with the local Santa Barbara Workforce One-Stop operator and other agencies for career training initiatives;

(5) Continue to cross-pollinate CAEP initiatives with WIOA, Guided Pathways, Vision for Success, and Strong Workforce initiatives;

(6) Continue to support our existing SBCC programs that are aligned with the CAEP initiatives.

Newly Added Statewide CAEP goals and initiatives Consortia need to address:

(7) Support distance learning (live videoconferencing) initiatives and provide, where feasible, professional development training for faculty and staff in CAEP program areas.

(8) Develop a strategic plan that addresses systemic racial injustices within our membership, partners and programs.

(9) Collaborate with local Workforce to increase Adult Learner support systems (housing, foodbank resources, and public assistance programs).

d. CAEP 2020-2021 Request for Proposal & Activity Chart

e. CAEP 2020-2021 Request for Proposal Timeline & Procurement Process

The Consortium unveils the Request for Proposal & Activity Chart and the Request for Proposal Timeline & Procurement Process (agenda items d and e above). All items will be posted online on our SBCC Adult Education Consortium webpage on August 6th.

Corlei entertains a motion to approve agenda items c, d, and e. Ray made the motion, and Gerardo seconded.

Vote: Ayes: 3, Absentee: 1

VII. Next Regular Public Meeting

a. September 2, 2020

VIII. Adjournment

a. 9:59 am