



# Meeting Agenda

Monday, June 17, 2019

2:00-4:00 pm

Mt. San Antonio College, Bldg. 40, Rm 140

**CAEP UPCOMING DUE DATES ON LAST PAGE**

## Steering Committee

<b>Baldwin Park</b> __ John Kerr __ Veronica Valenzuela	<b>Charter Oak</b> __ Ivan Ayro __ Debra Black	<b>Mt. SAC</b> __ Madelyn Arballo __ Tami Pearson	<b>Consortium</b> __ Ryan Whetstone __ Wanda Pyle __ Lila Manyweather __ Ana Ramos
<b>Bassett</b> __ Albert Michel	<b>Covina Valley</b> __ Virginia España	<b>Pomona</b> __ Enrique Medina __ Rebecca Cristobal	<b>Partners/guests present:</b>
<b>ESGVROP</b> __ Leticia Covarrubias __ John Smith	<b>Hacienda-La Puente</b> __ Gregory Buckner __ Micah Goins	<b>Rowland</b> __ Rocky Bettar	

<ul style="list-style-type: none"> <li>Welcome &amp; Agenda Check</li> <li>Public Comment</li> <li>Approval of Minutes for 5/20/2019</li> </ul>	
<b>Objectives for the day:</b>	
1. Three Year Plan Ratification	Ryan Whetstone
2. Data Update	Lila Manyweather
3. Fiscal Update	Madelyn Arballo
4. Consortium Representative	Ryan Whetstone
5. Professional Development	Ryan Whetstone
6. CAEP Related State Updates	Rocky Bettar / Madelyn Arballo
7. Member Updates	Round-robin for campus updates
8. Adjourn	



## June 2019

- **Jun 30:** (deadline extension): Data and Accountability funded activities end
- **Jun 30:** 17/18 & 18/19 member expense report certified by consortia in NOVA (Q3)
- **Jun 30:** End of Q4
- **Jun 30:** Certify the amended allocation CFAD in NOVA.

## July 2019

- **Jul 31:** Final Data and Accountability expense report due

## August 2019

- **Aug 1:** Student data due in TOPSPro (Q4) FINAL
- **Aug 15:** Annual Plan for 2019-20 due in NOVA
- **Aug 26:** Data and Accountability close out and Practice with Promise due

## September 2019

- **Sep 1:** 17/18 and 18/19 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2018 to June 30, 2019 expenses by program area due (estimates only) in NOVA
- **Sep 30:** End of Q1
- **Sep 30:** 17/18 and 18/19 Member Expense Report certified by Consortia in NOVA (Q4)
- **Sep 30:** 19/20 Member Program Year Budget and Work Plan due in NOVA

## October 2019

- **Oct 30:** 19/20 Member Program Year Budget and Work Plan certified by Consortia in NOVA

## December 2019

- **Dec 1:** 17/18 and 18/19 and 19/20 Member Expense Report due in Nova (Q1)
- **Dec 31:** 17/18 and 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2
- **Dec 31:** July 1, 2018 to June 30, 2019 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium

## January 2020

- **Jan 31:** Student Data due in TOPSPro (Q2)

## February 2020

- **Feb 28:** Preliminary allocations for 2020-21 and 2021-22 released by this date

## March 2020

- **Mar 1:** 17/18 and 18/19 and 19/20 Member Expense Report due in NOVA (Q2)
- **Mar 1:** Close out of 17/18 Member Funds due in NOVA
- **Mar 31:** 17/18 and 18/19 and 19/20 Member Expense Report certified by Consortia by NOVA (Q2)
- **Mar 31:** Close out of 17/18 funds in NOVA certified by Consortia in NOVA
- **Mar 31:** End of Q3

## April 2020

- **Apr 30:** Student Data due in TOPSPro (Q3)

## May 2020

- **May 2:** CFADs for 2020-21 due in NOVA

## June 2020

- **Jun 1:** 18/19 and 19/20 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q3)
- **Jun 30:** End of Q4