



**Wednesday, February 14, 2024**

9:00am to 1:00pm

Mt. SAC - School of Continuing Education  
 1100 N. Grand Avenue – Building 40 Room 126  
 Walnut, California 91789

**Steering Committee Retreat**

**Agenda**

Retreat Folder: <https://drive.google.com/drive/folders/1dBIHpMUsrZN1EMrDFuRDtvF4ZBYvBCYJ?usp=sharing>

9:00 am (5 min)	<i>Continental Breakfast, Sign In</i>
9:05 am (10 min)	<b>Welcome, Introductions, and Overview of the day</b>
9:15 am (5 min)	<b>Approval of the Minutes for 10/16/2023</b> Motion to Approve _____ Second _____
9:20 am (5 min)	<b>CAEP Transitions Counselor Update</b>
9:25 am (10 min)	<b>Consortium PD Recap</b>
9:35 am (30 min)	<b>Workgroup Update and Survey</b>
10:05 am (30 min)	<b>Q1 and Q2 Data (CAEP Summary)</b>
<i>10:35 am</i>	<i>5-minute break</i>
10:40 am (5 min)	<b>Budget Update</b>
10:45 am (15 min)	<b>CFAD</b>
11:00 am (15 min)	<b>Member Effectiveness Conversation</b>
11:15 am (15 min)	<b>Governance Plan</b>
<i>11:30 am (30 min)</i>	<i>LUNCH</i>
12:00 pm (30 min)	<b>MOU Draft</b>
12:30 pm (30 min)	<b>ELL Healthcare Pathways</b>
1:00 pm	Adjourn

# CAEP Due Dates

## February 2024

- **Feb 16:** *SOFT DEADLINE* 21/22 and 22/23 and 23/24 Member expense report is due in NOVA. (Q2)
- **Feb 28:** Preliminary allocations for 2024-25 and 2025-26 released by this date.

## March 2024

- **Mar 1:** 21/22 and 22/23 and 23/24 Member expense report is due in NOVA. (Q2)\*
  - **(Soft Deadline of Feb 16<sup>th</sup>)**
- **Mar 18:** Final Review of CFAD
- **Mar 31:** 21/22 and 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q2)\*
- **Mar 31:** End of Q3

## April 2024

- **Apr 15:** VOTE ON CFAD
- **Apr 30:** Student Data due in TOPSPro (Q3)
- **Apr 30:** Employment and Earnings Follow-up Survey

## May 2024

- **May 2:** CFAD for 2024-25 due in NOVA \*
  - **(VOTE ON APRIL 15<sup>th</sup>)**
- **May 17:** *SOFT DEADLINE:* 21/22 and 22/23 and 23/24 Member Expense Report due in NOVA (Q3)

## June 2024

- **Jun 1:** 21/22 and 22/23 and 23/24 Member Expense Report due in NOVA (Q3)\*
  - **(Soft Deadline of May 17<sup>th</sup>)**
- **Jun 30:** 21/22 and 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3) \*
- **Jun 30:** End of Q4

## July 2023

- **Jul 15:** Student Data due in TOPSPro (Q4) FINAL