



**RSAEC Executive Board Meeting - Adult Education Block Grant (AEBG)**

**March 13, 2017 2:00 – 4:00**

**College and Workforce Preparation Center**

**1572 N. Main Street, Orange, CA 92867 - Conference Room**

**(714) 628-5999**

**MINUTES**

**Members Present:** Lori Fasbinder, Chrissy Gascon (Director), Geoff Henderson, Ryan Murray, Mary Lou Vachet

**Members Absent:** Kerrie Torres, Connie Van Luit

**Guests:** Raymond Hernandez, Elizabeth Salas (Minutes), Jose Vargas

Item	Discussion	Action
<b>Introduction of new attendees</b>	<b>Jose Vargas</b> Vice President of Continuing Education at Santiago Canyon College	
<b>Approval of agenda</b>	<ul style="list-style-type: none"> <li>A motion to approve agenda was made by <b>Lori Fasbinder</b> and seconded by <b>Ryan Murray</b></li> <li>Passed by a unanimous vote</li> </ul>	
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>Minutes: February 6, 2017</li> </ul>	<ul style="list-style-type: none"> <li>A motion to approve the February 6<sup>th</sup> minutes was made by <b>Mary Lou Vachet</b> and seconded by <b>Lori Fasbinder</b></li> <li>Passed by a unanimous vote</li> </ul>	
<b>Please note: Jose Vargas will present the following proposal.</b>	<ul style="list-style-type: none"> <li><b>Jose Vargas</b> informed the executive committee he would like to do an</li> </ul>	

Vote to approve the reorganization of the Director position to Executive Director to be commensurate with other positions in our region and throughout the state.

- Budget: up to \$40,000 increase annually
- Job description will be developed upon approval of position.
- Please see attachment of Director Positions

internal reorganization of the director position. It is felt that the current position is grossly underpaid at the moment.

- The title of the position would go from Director to Executive Director of Adult Education Block Grant.
- One risk would be the current Director (**Chrissy Gascon**) would have to reapply for the position.
- The hiring committee will need to look at the position and not the person.
- The salary range would be between \$116,000 - \$147,000.
- During the meeting three main points were brought up by the committee regarding the job description of this position
  - This position would be academic not classified.
  - The right person for this position will have to have faculty experience.
  - The person picked will have to be responsible for the facility.
- A motion to approve the reorganization of the Director Position to an Executive Director to be commensurate with other positions in our region and throughout the state was made by **Mary Lou Vachet** and seconded by **Geoff Henderson**
- Passed by a unanimous vote

\*\*\*Please note **Kerrie Torres** and

	<p><b>Connie Van Luit</b> approved the motion via email</p>	
<p><b>Winter Deliverables Update:</b></p> <ul style="list-style-type: none"> <li>• CFAD: Due May 2, 2017 – Question: Fiscal Agent or Direct Funding?</li> <li>• 17-18 Annual Plan: Due May 2, 2017</li> </ul>	<ul style="list-style-type: none"> <li>• Is everyone able to attend the April 17 Executive Meeting? We will need 100% participation on the CFAD vote.</li> <li>• For the past two years, CFAD has been Fiscal Agent. The next CFAD has to be Direct Funding.</li> <li>• There is no need for all to sign just <b>Chrissy Gascon</b>.</li> <li>• State has not given new format, waiting on state.</li> <li>• The state only wants the narrative</li> <li>• <b>Chrissy</b> asked everyone in attendance if they would be able to come to the next meeting on April 17<sup>th</sup>, everyone agreed they would be here.</li> </ul> <p>***Please note <b>Connie Van Luit</b> will phone in.</p>	
<p><b>Submitted Voting Items</b></p> <p>Vote to approve the repurposing of the computer PCUs originally approved and purchased for the James A. Musick Facility – to be used as ASE/ABE Student Computers</p> <ul style="list-style-type: none"> <li>• <b>Budget: \$0</b></li> <li>• The online exercise system MyOpenMath is a vital component of the new College Prep Algebra courses. Students will need computers to access MyOpenMath.</li> <li>• These computers might be utilized in interdisciplinary classrooms based on the program's future needs.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> informed the executive committee 23 recently purchased computers are not being used at James A. Musick Facility.</li> <li>• <b>Chrissy</b> would like to repurpose the computers not used, for ASE/ABE students. Students need these computers to access MyOpenMath an online exercise system.</li> <li>• A motion to approve the repurposing of the computer PCUs originally approved and purchased for the James A.</li> </ul>	

	<p>Musick Facility – to be used as ASE/ABE Student computers was passed by <b>Ryan Murray</b> and seconded by <b>Mary Lou Vachet</b></p> <ul style="list-style-type: none"> <li>• Passed by a unanimous vote</li> </ul> <p>***Please note <b>Kerrie Torres</b> and <b>Connie Van Luit</b> approved the motion via email</p>	
<p><b>Informational/Discussion Item</b></p> <ul style="list-style-type: none"> <li>• Discussion on Regional Professional Development <ul style="list-style-type: none"> <li>○ Include coordination time</li> <li>○ Include all members</li> <li>○ Development of regional specific activities</li> <li>○ Development a funding plan</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> informed the executive committee of a recent professional development day where \$30,000 spent, and not 100% positive feedback.</li> <li>• <b>Raymond Hernandez</b> mentioned it felt like these workshops are less task oriented and more presentation based.</li> <li>• <b>Raymond Hernandez</b> pointed out we should go back to past workshops and see how they were done in the past.</li> </ul>	
<p><b>Strategy Proposal Workgroup (SPW)</b></p>	<p>Next Meeting: Monday, March 27 at CWPC. We will be discussing the split of the SPW into four specific program area workgroups including: ESL, CTE, ABE/ASE, and AWD</p>	

**Future Meetings:** 2017: April 17, May 8, June 12