



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

**October 24, 2017 9:00am – 11:00am**

**College and Workforce Preparation Center**

**1572 N. Main Street, Orange, CA 92867**

**(714) 628-5999**

**Members Present:** Lori Fasbinder, Chrissy Gascon (Director), Ryan Murray, Justin Stanfield, Mary Lou Vachet, Connie Van Luit

**Members Absent:** Geoff Henderson

**Guests:** Alicia Ayers (Minutes), Susan Garnett, Cristina Gheorghe, Ray Hernandez, Cathleen Peterson

**Minutes**

Item	Discussion	Action
<b>Introduction of new attendees</b> <ul style="list-style-type: none"> <li>Welcome Justin Stanfield, Orange USD</li> </ul>	Introduction and welcome to new attendees: <ul style="list-style-type: none"> <li>Justin Stanfield from OUSD who is a new Executive Board Member</li> <li>Cathleen Petersen from GGAE – LEC</li> <li>Susan Garnett from RSAEC – ESL Workgroup</li> </ul>	
<b>Approval of agenda</b>	<ul style="list-style-type: none"> <li>A motion to approve the agenda was made by <b>Connie Van Luit</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: September 26, 2017</li> </ul>	<ul style="list-style-type: none"> <li>A motion to approve the minutes with modifications was made by <b>Mary Lou Vachet</b> and seconded by <b>Lori Fasbinder</b></li> <li>Passed by a unanimous vote to approve the minutes with modifications</li> </ul>	

<b>Submitted Voting Items:</b> <ul style="list-style-type: none"> <li>• None at this time</li> </ul>	<ul style="list-style-type: none"> <li>• None at this time</li> </ul>	
<b>Discussion Items:</b> <ul style="list-style-type: none"> <li>• AEBG Directors' Symposium</li> <li>• Data and Accountability Update <ul style="list-style-type: none"> <li>• Beta Testing the NOVA system</li> </ul> </li> <li>• OCTA Bus Pass Program - Update</li> <li>• AEBG Field Team Representative &amp; Application Process - Update</li> </ul>	<ul style="list-style-type: none"> <li>• AEBG Directors' Symposium <ul style="list-style-type: none"> <li>▪ <b>Chrissy Gascon</b> attended the AEBG Directors' Symposium</li> <li>▪ Coming out with a new e-magazine</li> <li>▪ The new commercial was shown at the Symposium, which was not well received since it did not represent our students or fit our demographics.</li> </ul> </li> <li>• Data and Accountability Update <ul style="list-style-type: none"> <li>▪ The NOVA System was not shown nor was training provided at the AEBG Directors' Symposium</li> <li>▪ <b>Chrissy Gascon</b> is beta testing the new NOVA system, which is coming out in 1 month <ul style="list-style-type: none"> <li>○ <b>Chrissy Gascon</b> is unable to access NOVA, therefore doesn't know how the system looks or works at this time</li> </ul> </li> <li>▪ NOVA webinar come out recently and <b>Connie Van Luit</b> was able to view it</li> </ul> </li> <li>• OCTA Bus Pass Program – Update <ul style="list-style-type: none"> <li>▪ Ride for Free with Student ID was the big buzz at the AEBG Directors' Symposium</li> <li>▪ OEC/CEC currently has a 1 year agreement with OCTA, which will be evaluated at the end of the fiscal year <ul style="list-style-type: none"> <li>○ Attendance criteria for non-credit students is set at 12 hours per week</li> <li>○ Bus pass works 24/7 in Orange County</li> </ul> </li> <li>▪ <b>Cathleen Petersen</b> shared that their non-credit students aren't able to purchase a student bus pass <ul style="list-style-type: none"> <li>○ Per consortium, adult education should be able to purchase a student bus pass</li> </ul> </li> </ul> </li> <li>• AEBG Field Team Representative &amp; Application Process – Update</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy Gascon</b> will forward the new e-magazine to everyone</li> <li>• <b>Cathleen Petersen</b> to verify if non-credit students can purchase a student bus pass</li> </ul>

	<ul style="list-style-type: none"> <li>▪ <b>Chrissy Gascon</b> submitted her application for the AEBG Field Team Representative</li> <li>▪ <b>Mary Lou Vachet</b> encouraged all to apply because they want a broad range and balanced representation</li> <li>▪ Deadline was extended</li> </ul>	
<p><b>Reminder:</b></p> <ul style="list-style-type: none"> <li>• Voting Members: Must be board approved for the new fiscal year starting July 1, 2017</li> <li>• Please forward board approvals via email</li> </ul>	<p>Board approvals needed for:</p> <ul style="list-style-type: none"> <li>• OUSD</li> <li>• GGUSD</li> <li>• SAUSD</li> <li>• OCDE</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy Gascon</b> to send copies of past board approvals to members</li> <li>• <b>Justin Stanfield, Connie Van Luit, Ryan Murray, Mary Lou Vachet</b> to obtain board approval for the new fiscal year starting July 1, 2017 and forward to <b>Chrissy Gascon</b></li> <li>• <b>Chrissy Gascon</b> to look at how to re-write open-ended board approvals and upon resignation</li> </ul>
<p><b>Combined Strategy Workgroup (CSW)</b></p> <p><b><u>2017-2018 Calendar</u></b>  Location: CWPC  Time: 9:00am – 11:00am  Day: Second Tuesday of the month except where noted</p>	<p>Next CSW Meeting: Tuesday, November 14, 9:00am – 11:00am (CWPC – Room 114)</p> <p>Subcommittees:</p> <ul style="list-style-type: none"> <li>• See RSAEC website calendar for updates</li> <li>• Would like to see sub-committees grow <ul style="list-style-type: none"> <li>▪ Most part-timers unable to attend because of hours</li> <li>▪ Faculty has difficulties attending because of time/schedule</li> <li>▪ Coordinator schedules are already stretched which makes it difficult to attend</li> <li>▪ AWD's are isolated and it would be nice to have others to collaborate with</li> </ul> </li> </ul>	
<p><b>Upcoming Events:</b></p> <p><b>AEBG Annual Summit</b>  Location: Los Angeles  Dates: January 22-23  *New this year: More participants will be included</p>	<p><b>AEBG Annual Summit</b>  Location: Los Angeles  Dates: January 22-23  *New this year: More participants will be included</p> <ul style="list-style-type: none"> <li>• Announcement was recently sent out regarding AEBG Annual Summit</li> </ul>	

	<ul style="list-style-type: none"> <li>• Have <b>Justin Stanfield</b> attend the AEBG Annual Summit January 22-23</li> <li>• Need presentation proposals or panel proposals to come in, which was discussed at workgroup</li> <li>• <b>Chrissy Gascon</b> would like to see the KPEG panel duplicated for the AEBG Annual Summit</li> </ul>	
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<p><b>Other:</b></p>	<ul style="list-style-type: none"> <li>• Discussion regarding new programs being offered at CEC and OEC <ul style="list-style-type: none"> <li>• New College Readiness class includes math and English for college entrance exams</li> </ul> </li> <li>• Discussion regarding CASAS forms being pre-populated for certain classes</li> <li>• Discussed various classes and accelerated classes <ul style="list-style-type: none"> <li>▪ Example of an accelerated class is to integrate ESL with 1 hour a week of CTE</li> </ul> </li> <li>• Spring 2018 will have 2-12 week sessions for some CTE and AWD classes</li> <li>• Core ESL will be 9 ½ weeks</li> <li>• Writing mirrored classes for credit and non-credit classes</li> <li>• Strong Workforce – link CTE programs with a pathway/transition for students</li> <li>• 3D Printing at OEC has entered into an agreement with Goodwill Industries for Veterans</li> <li>• OEC has a new partnership with SCCOC for court reporting, paralegal, and closed captioning classes</li> </ul>	
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**Future Meetings: 4<sup>th</sup> Tuesday of the month, unless otherwise noted.**  
**Location: CWPC Conference Room**  
**Time: 9:00am – 11:00am**  
**2017:** November: No Meeting; Tuesday, December 5 (\*1<sup>st</sup> Tuesday)  
**2018:** Tuesday, January 30 (\*5<sup>th</sup> Tuesday); Tuesday, February 27; Tuesday, March 27; Tuesday, April 24; Tuesday, May 22; Tuesday, June 26