



RSAEC Executive Board Meeting – Adult Education Block Grant (AEBG)
January 30, 2018 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), Geoff Henderson, Ryan Murray, Katy Ramezani

Members Absent: Justin Stanfield, Connie Van Luit

Guests: Alicia Ayers (Minutes)

MINUTES

| Item | Discussion | Action |
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| Introduction of new attendees | <ul style="list-style-type: none"> Katy Ramezani, from Orange County Department of Education will be replacing Mary Lou Vachet | |
| Approval of agenda | <ul style="list-style-type: none"> A motion to approve the agenda was made by Ryan Murray and seconded by Lori Fasbinder Passed by a unanimous vote | |
| Approval of consent agenda <ul style="list-style-type: none"> Minutes: October 24, 2017 Minutes: December 5, 2017 | <p>Did not meet quorum on 12/5/17 for approval of minutes.</p> <p><u>Minutes: October 24, 2017</u></p> <ul style="list-style-type: none"> A motion to approve the October 24, 2017 minutes was made by Lori Fasbinder and seconded by Ryan Murray The October 24, 2017 minutes were passed by a unanimous vote | |

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| | <p><u>Minutes: December 5, 2017</u></p> <ul style="list-style-type: none"> • A motion to approve the December 5, 2017 minutes was made by Geoff Henderson and seconded by Katy Ramezani • The December 5, 2017 minutes were passed by a unanimous vote | |
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| <p>Presentation of new AEBG Programs:</p> <ul style="list-style-type: none"> • Elaine Pham • SCC HS Diploma Program | <ul style="list-style-type: none"> • Elaine Pham gave a brief update on SCC High School Diploma Program <ul style="list-style-type: none"> ○ Math Articulation Agreement – 70% or better in HSMTH 176 and MSMTH 177 will serve as a pre-requisite to Math 080 or Math 086 without a Placement Exam within 1 year of completion ○ English Articulation Agreement – 70% or better in HSENG 083 Composition 1 and HSENG 086 College Preparatory Composition will serve as a pre-requisite to ENG 101 without a Placement Exam within 1 year of completion ○ Elaine Pham and Jesse Frausto created an Introductory Algebra Student Media Workbook ○ Elaine Pham created a Math Study Skills Support Student Media Workbook ○ Workbooks can be downloaded from Elaine Pham’s webpage: www.scccollege.edu/epham • Elaine Pham is on the AEBG Crosswalk Committee for Math <ul style="list-style-type: none"> ○ Consists of math faculty from K-12 adult education, community college credit and noncredit programs ○ Developing a recommended crosswalk between the math Educational Functioning Levels (EFL) associated with the National | |

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| | <p>Reporting System (NRS) and the descriptors for CB21 levels, which are associated with California community college levels below a transfer-level course</p> <ul style="list-style-type: none"> ○ Goal is for AEBG to leverage this crosswalk to support regional efforts to align curricula and determine placement methodologies ○ Will go through a vetting process, possibly by mining CASAS data | |
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| <p>Submitted Voting Items:</p> <ul style="list-style-type: none"> • Community Outreach Event – Strawberry Festival <ul style="list-style-type: none"> ○ Leads: Angela Guevara, Daniel Oase and Elaine Pham ○ Cost \$450 (\$100 discount given) ○ Date: May 25-28, 2018 ○ Objective: Promote new programs & sites • CTE Curriculum for Certificate Programs <ul style="list-style-type: none"> ○ Lead: Ozzie Madrigal ○ Cost: \$6,000 ○ Date: February – April 2018 ○ Objective: Pay for curriculum writing in two new certificate programs including Accounting and Small Business Development | <ul style="list-style-type: none"> • <u>Community Outreach Event – Strawberry Festival</u> <ul style="list-style-type: none"> ○ A motion to approve the Strawberry Festival Community Outreach Event was made by Lori Fasbinder and seconded by Geoff Henderson ○ Passed by a unanimous vote • <u>CTE Curriculum for Certificate Programs</u> <ul style="list-style-type: none"> ○ A motion to approve the CTE Curriculum for Certificate programs including Accounting and Small Business Development was made by Ryan Murray and seconded by Katy Ramezani ○ Passed by a unanimous vote | |
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| <p>Discussion Items:</p> <ul style="list-style-type: none"> ○ AEBG Summit ○ Brown Act ○ Governance Structure ○ Budget Oversight | <ul style="list-style-type: none"> • AEBG Summit <ul style="list-style-type: none"> ○ Items at the AEBG Summit included: <ul style="list-style-type: none"> ▪ Brown Act ▪ NOVA System ▪ 3 Year Plan ▪ Integration Plan with CASAS ○ Limited information was provided at the Summit on these items • Brown Act <ul style="list-style-type: none"> ○ Must start incorporating the Brown Act | <ul style="list-style-type: none"> • Tabled for next meeting on February 27: <ul style="list-style-type: none"> ○ Brown Act Review ○ Governance Structure ○ Budget Oversight Committee |

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| | <ul style="list-style-type: none"> ○ Phone or email voting is not allowed ● Governance Structure – May change due to Brown Act ● Budget Oversight <ul style="list-style-type: none"> ○ Pertains to GGUSD and OUSD ○ RSCCD is no longer the fiscal agent ○ Internal audit of the money spent should probably be completed by a Budget Oversight Committee | |
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| <p>URGENT Reminder:</p> <ul style="list-style-type: none"> ● Voting Members: Must be board approved for the new fiscal year starting July 1, 2017 ● Please forward board approvals via email | <p>Board approvals needed:</p> <ul style="list-style-type: none"> ○ OUSD – received ○ RSCCD – received ○ GGUSD ○ SAUSD ○ OCDE | <ul style="list-style-type: none"> ● Chrissy Gascon to email a sample board approval to Katy Ramezani ● Please email the following board approvals to Chrissy Gascon: <ul style="list-style-type: none"> ○ GGUSD ○ SAUSD ○ OCDE |
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| <p>Combined Strategy Workgroup (CSW)</p> <p><u>2017-2018 Calendar</u> Location: CWPC Time: 9:00am – 11:00am Day: Second Tuesday of the month except where noted</p> | <p>Next CSW Meeting: Tuesday, February 13, 9:00am – 11:00am (CWPC – Room 114)</p> <p>Subcommittees:</p> <ul style="list-style-type: none"> ○ See RSAEC website calendar for updates | |
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| <p>Upcoming Events:</p> <p>Summer CASAS Institute Town and Country San Diego, CA</p> | <ul style="list-style-type: none"> ● Summer CASAS Institute will be held on June 19 – 21, 2018 in San Diego, CA <ul style="list-style-type: none"> ○ Chrissy Gascon and the AEBG Researcher, Cristina Gheorghe, are attending the Summer CASAS Institute event | |
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| Other: | | |
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| <p>Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 11:00am 2018: Tuesday, February 27; Tuesday, March 27; Tuesday, April 24; Tuesday, May 22; Tuesday, June 26</p> | | |