



**Combined Strategy Workgroup - Adult Education Program (AEP)
September 11, 2018 9:00am – 11:00am**

**Location: College and Workforce Preparation Center
1572 N. Main Street, Orange, CA 92867**

Present: Alicia Ayers, Susan Garnett, Chrissy Gascon, Angela Guevara, Raymond Hernandez, Rosalba Hernandez, Donna Khalid, Osiel Madrigal, Daniel Oase, Imelda Perez, Robin Patterson, Cathleen Petersen, Elaine Pham, John Tashima, Jesus Ugarte, and Merari Weber

MINUTES

Item	Discussion	Action
Introductions: <ul style="list-style-type: none"> New members/guests 	<ul style="list-style-type: none"> Introduction of all attendees Welcome to our guest, Jesus Ugarte, who is a Counselor at Lincoln Education Center (LEC) 	
Approval of Minutes <ul style="list-style-type: none"> May 8, 2018 	Approval of May 8, 2018 minutes <ul style="list-style-type: none"> Donna Khalid moved Sue Garnett seconded Approved unanimously	
We've got a new name! <ul style="list-style-type: none"> Adult Education Program (AEP) No logo yet, but please start incorporating the new name in all of your work 	We have a new name <ul style="list-style-type: none"> Adult Education Program (AEP) Please start using and incorporating Adult Education Program in your work, when you introduce yourself, present, promoting programs, at Strong Workforce, etc. Logo for AEP unavailable at this time 	

<p>2018-2019 RSAEC Executive Committee</p> <ul style="list-style-type: none"> • RSCCD: Lori Fasbinder • OUSD: Cathleen Corella • GGUSD: Robin Patterson • SAUSD: TBD • OCDE: Katy Ramezani • OCSD: Geoff Henderson 	<p>Upcoming RSAEC Executive Meetings:</p> <ul style="list-style-type: none"> • Meeting times have been updated on the RSAEC Website • Next meeting: Tuesday, September 18 • Meeting Location: CWPC 	
<p>2018-2019 Annual Plan</p> <ul style="list-style-type: none"> • Plan delivered to the CCCCCO and approved in August 2018 • PDF copies emailed to all coordinators 	<ul style="list-style-type: none"> • 2018/2019 Annual Plan was worked on over the summer 	
<p>Strategy Workgroup Focus for 2018-2019</p> <ul style="list-style-type: none"> • 2019-2022 Three-Year Plan • Professional Development • Data and Accountability • CB-21 Coding 	<p>Strategy Workgroup Focus for 2018-2019</p> <ul style="list-style-type: none"> • 2019-2022 Three-Year Plan • Professional Development • Data And Accountability • CB-21 Coding <ul style="list-style-type: none"> ○ Elaine Pham is on the State-wide CB21 (Math) Committee, which starts October 12th 	
<p>2019-2022 Three-Year Plan</p> <ul style="list-style-type: none"> • Will be the main focus of this year's workgroup • Discussion of the plan template – much different than the previous plan (max 35 pages per consortium) 	<p>2019-2022 Three Year Plan</p> <ul style="list-style-type: none"> • Performance Based Funds • Limited to 35 pages • Must meet goals and performance • Team Effort • Community Needs, Strategies, Seamless Transitions, Gaps, etc. • New Plan Template <ul style="list-style-type: none"> ○ Breakout groups met for 20 minutes to give feedback on the new Template ○ Everyone may provide feedback regarding the new template, which is due September 18, 2018 	<ul style="list-style-type: none"> • Each Group to email Chrissy Gascon their feedback on the new template section they reviewed • Chrissy Gascon to email the new plan template to the Researcher to get her viewpoint and feedback

	<ul style="list-style-type: none"> • 2019-2022 will be due approximately early March 2019 • Combined Strategy Workgroup may need to meet more than one time per month • Revisit the Annual Plan after 3-Year Plan is complete to ensure all information is included (late Spring, last 2 meetings) 	<ul style="list-style-type: none"> • Discuss how to work on the 3-Year Plan at the next meeting
Requests for Proposals:		
<ul style="list-style-type: none"> • None at posting of agenda 	<ul style="list-style-type: none"> • N/A 	
Sub-committee Reports (if applicable):		
<ul style="list-style-type: none"> • ESL 	<ul style="list-style-type: none"> • N/A 	
<ul style="list-style-type: none"> • CTE 	<ul style="list-style-type: none"> • N/A 	
<ul style="list-style-type: none"> • AWD 	<ul style="list-style-type: none"> • N/A 	
<ul style="list-style-type: none"> • ASE/ABE 	<ul style="list-style-type: none"> • N/A 	
<ul style="list-style-type: none"> • Other 	<ul style="list-style-type: none"> • Launch Board data is inaccurate at present time • Chrissy Gascon demonstrated Launch Board • Regional Workforce <ul style="list-style-type: none"> ○ Who has what ○ Who do they serve ○ Share resources • New Center of Excellence is at RSCCD Office <ul style="list-style-type: none"> ○ Jesse Crete is the Director of OC Center of Excellence 	<ul style="list-style-type: none"> •
Next Meeting:		
Tuesday, October 9	<ul style="list-style-type: none"> • Next meeting is Tuesday, October 9th 	
Other:		

Future Meetings:

All meetings will be held at CWPC from 9:00am – 11:00am, unless otherwise noted.

FALL 2018: Tuesday, October 9; Tuesday, November 13; and Tuesday, December 4

SPRING 2019: Tuesday, January 8; Tuesday, February 12; Tuesday, March 12; Tuesday, April 8; and Tuesday, May 14

SUMMER 2019: (June & July: No meetings due to faculty being off-contract)