



**Combined Strategy Workgroup – California Adult Education Program (CAEP)**

**March 12, 2019 9:00am – 11:00am**

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

**AGENDA**

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Introductions:</b> <ul style="list-style-type: none"> <li>New members/guests</li> </ul>		
<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>February 12, 2019</li> </ul>		
<b>Marketing Plan</b> <ul style="list-style-type: none"> <li>RSAEC will be working with Interact on a new marketing plan for 2019</li> <li>Up to \$200,000 in approved funds</li> </ul> <b>Update:</b> <ul style="list-style-type: none"> <li>The Professional Service Agreement went to the RSCCD Board on March 11, 2019</li> <li>Tentative dates are being looked at for an upcoming marketing retreat</li> <li>Hoping for a July 1 kick-off</li> </ul>		
<b>Self-Assessment on Survey Monkey:</b> <ul style="list-style-type: none"> <li>Thanks to all who completed the survey</li> </ul>		
<b>Possible Professional Development Activity:</b> <ul style="list-style-type: none"> <li>Curriculum Workshop           <ul style="list-style-type: none"> <li>On Coding, Shared Courses, Articulation Agreements &amp; Mirrored Classes</li> </ul> </li> </ul>		

<p><b>Upcoming RSAEC Executive Meetings:</b></p> <ul style="list-style-type: none"> <li>• Next meeting: Tuesday, March 26</li> <li>• Meeting Location: CWPC</li> <li>• Please submit agenda or proposal items by Friday, March 15</li> </ul>		
<p><b>Upcoming CAEP 2019 Releases &amp; Deliverables</b></p> <ul style="list-style-type: none"> <li>• 19-20 Preliminary Allocations <ul style="list-style-type: none"> <li>• Released: Feb 28, 2019</li> <li>• New COLA allocation to RSAEC = \$158,918</li> </ul> </li> <li>• Consortium Fiscal Administration Declaration (CFAD) due May 2, 2019</li> <li>• Three-Year Plan <ul style="list-style-type: none"> <li>• Due: June 7, 2019</li> </ul> </li> </ul>		
<p><b>Upcoming Webinars:</b></p> <ul style="list-style-type: none"> <li>• Contact TAP for more information regarding location/time (888) 827-2324</li> </ul> <p><b>Wednesday, March 13:</b></p> <ul style="list-style-type: none"> <li>• Low-Hanging Fruit: How to Improve Student Performance of Those Already in the System</li> </ul> <p><b>Monday, March 25</b></p> <ul style="list-style-type: none"> <li>• CAEP Data Drive Part 1</li> </ul> <p><b>Wednesday, March 27</b></p> <ul style="list-style-type: none"> <li>• CAEP Data Drive Part 2</li> </ul> <p><b>Friday, March 29</b></p> <ul style="list-style-type: none"> <li>• Using Social Media to Promote Adult Education</li> </ul>		
<p><b>CAEP Objectives and the 3-Year Plan:</b> Please refer to handouts:</p> <ul style="list-style-type: none"> <li>• CAEP 3-year plan info</li> <li>• 2019-2022 Three-Year Planning Guidance</li> <li>• 2019-2022 Three-Year Planning Template</li> </ul>		

<b>#-Year Planning: Group Work</b> <ul style="list-style-type: none"> <li>• Figure 1: Logic Model</li> <li>• Table 3: Progress Indicators</li> <li>• Table 1: Regional Service Providers</li> </ul>		
<b>Next Meeting(s):</b> <ul style="list-style-type: none"> <li>• Tuesday, April 9: 3-year planning</li> <li>• Plan Due: June 7, 2019</li> </ul>		
<b>Other:</b>		
<b>Future Meetings:</b> <b>All meetings will be held at CWPC from 9:00am – 11:00am, unless otherwise noted.</b> <b>SPRING 2019:</b> Tuesday, April 9, Tuesday, May 14 <b>SUMMER 2019:</b> (June & July: No meetings due to faculty being off-contract)		