



Building Skills, Advancing Careers

Combined Strategy Workgroup – California Adult Education Program (CAEP)

September 10, 2019 9:00am – 11:00am

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

Present: Joanne Armstrong, Alicia Ayers, Janet Cruz, Susan Garnett, Chrissy Gascon, Cristina Gheorghe, Angela Guevara, Raymond Hernandez, Rosalba Hernandez, Donna Khalid, Osiel Madrigal, Daniel Oase, Stephanie Paramore, Robin Patterson, Elaine Pham, Jorge Saucedo-Daniel, John Tashima, Rita Van Dyke-Kao, and Merari Weber

MINUTES

Item	Discussion	Action
Introductions: <ul style="list-style-type: none"> New members/guests 	<ul style="list-style-type: none"> Introductions of all members and guests present 	
Approval of Minutes <ul style="list-style-type: none"> May 14, 2019 	Approval of Minutes <ul style="list-style-type: none"> Donna Khalid moved Daniel Oase seconded Approved unanimously 	
Marketing Plan Update: <ul style="list-style-type: none"> New logo Landing Page Member websites Start dates 	<ul style="list-style-type: none"> New logo is on agenda Reviewed the new landing page and website GGUSD is revamping website If you revise your website, please send it to Chrissy Gascon so she can update the RSAEC website Marketing campaign extended to Fall 2020, originally was set for Spring 2020 <ul style="list-style-type: none"> RSAEC Instagram, Facebook, YouTube will be created and/or updated Advertising will be on bus ads for adults with disabilities and ESL, radio for Spanish and Vietnamese, also Facebook, Instagram, YouTube, and geofencing ads 	

CAEP 3-Year Plan <ul style="list-style-type: none"> • Overview • Discussion 	<ul style="list-style-type: none"> • The 3-year Plan was sent out over the summer • Same 5 logic models were kept • Need to gather data to show goals are being met 	<ul style="list-style-type: none"> • Chrissy Gascon to bind books with 3-Year Plan and Annual Plan for Coordinators
Annual Plan <ul style="list-style-type: none"> • Overview • Discussion 	<ul style="list-style-type: none"> • Analytics and data will be monitored and completed by Cristina Gheorghe • Will be getting monthly reports 	
2019 CAEP Summit <ul style="list-style-type: none"> • October 29-30 • Hyatt Regency Orange 	<ul style="list-style-type: none"> • The following six people will be attending the 2019 CAEP Summit: <ul style="list-style-type: none"> ○ Merari Weber ○ Rita Van Dyke-Kao ○ Robin Patterson ○ Ray Hernandez ○ Chrissy Gascon ○ Joanne Armstrong 	
Upcoming RSAEC Executive Meetings: <ul style="list-style-type: none"> • New voting members • Next meeting: Tuesday, September 24 • Meeting Location: CWPC • Please submit agenda or proposal items by Friday, September 13 	<ul style="list-style-type: none"> • Four out of the six members are new • Usually meets every 4th Tuesday of the month • Next meeting is Tuesday, September 24th at CWPC 	<ul style="list-style-type: none"> • Please submit agenda or proposal items by Friday, September 13
Next Meeting(s): <ul style="list-style-type: none"> • Please see calendar listed below 	<ul style="list-style-type: none"> • Tuesday, October 8th at CWPC from 9:00am – 11:00am 	
Other:	<ul style="list-style-type: none"> • Online classes POCER training is coming soon • Broke into the following groups for goals, which will meet at the Combined Strategy Workgroup meeting to discuss goals: <ul style="list-style-type: none"> ○ Integrated <ul style="list-style-type: none"> ▪ Lead: Susan Garnett ▪ Daniel Oase ▪ Jorge Saucedo-Daniel ▪ Rita Van Dyke-Kao 	<ul style="list-style-type: none"> •

	<ul style="list-style-type: none"> ○ Online <ul style="list-style-type: none"> ▪ Lead: TBD ▪ Angela Guevara ▪ Donna Khalid ▪ John Tashima ▪ Merari Weber ▪ Jose Lopez-Mercedes ○ CTE / GGAE <ul style="list-style-type: none"> ▪ Lead: Osiel Madrigal ▪ Ray Hernandez ▪ Janet Cruz ▪ Robin Patterson ○ Healthcare <ul style="list-style-type: none"> ▪ Lead: Rita Van Dyke-Kao ▪ Stephanie Paramore ○ Marketing <ul style="list-style-type: none"> ▪ Lead: Chrissy ▪ Alejandra Navarro ▪ Kendra Aquino ▪ Nicole Gallegos ▪ Isabel Garcia ● Susan Garnett is the facilitator of the RSAEC / RSCCD Integrated Education and Training Community of Practice, which is held on the 4th Wednesday of the month from 3:00pm – 5:00pm at CEC in F-106 	
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Future Meetings:
All meetings will be held at CWPC from 9:00am – 11:00am, unless otherwise noted.
2019: Tuesday, October 8; Tuesday, November 12; Tuesday, December 10
2020: Tuesday, January 14; Tuesday, February 11; Tuesday, March 10; Tuesday, April 14; Tuesday, May 12
SUMMER: No meetings in June, July or August due to faculty being off-contract.