



Building Skills, Advancing Careers

**RSAEC Executive Board Meeting –California Adult Education Program (CAEP)**  
**DATE: November 17, 2020**                      **TIME: 9:00am – 10:00am**

~~College and Workforce Preparation Center~~  
~~1572 N. Main Street, Orange, CA 92867~~  
~~(714) 628-5999~~

**Due to COVID-19, meetings for the 20-21 academic year have been moved to ZOOM.**

**Members Present:** Chrissy Gascon (Executive Director), Lisa Green, Geoff Henderson, Fatimah Judeh, Ryan Murray, M'Liss Patterson, and Eden Quimzon

**Members Absent:**

**Guests:** Cristina Gheorghe and Liliana Vasquez

**MINUTES**

Item	Discussion	Action
<b>Introductions</b>		
<b>Approval of agenda</b>		
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>Minutes: 8.25.20 &amp; 9.22.20</li> </ul>		
<b>Discussion Item #1:</b> <ul style="list-style-type: none"> <li>Voting Members: Must be board approved for the new fiscal year starting July 1, 2020</li> <li>Please let me know if there will be any changes in the board members</li> <li>Please forward board approvals via email</li> </ul> <b>Discussion Item #2:</b> <ul style="list-style-type: none"> <li>Meeting time has been reduced to 1 hour.</li> <li>Meeting times can be increased if needed – specifically when deliverables are due.</li> </ul>	Copy of Board approvals needed for 2020: <ul style="list-style-type: none"> <li>OUSD – received 4.22.20</li> <li>RSCCD – received 6.15.20</li> <li>GGUSD – received 6.16.20</li> <li>SAUSD -</li> <li>OCDE – received 6.30.20</li> </ul> <ul style="list-style-type: none"> <li>All members were in favor of the adjusted work group time,</li> </ul>	
<b>Combined Strategy Workgroup:</b> <ul style="list-style-type: none"> <li>At the last workgroup meeting, it was</li> </ul>		

<p>discussed and decided upon to split the current combined workgroup into 3 separate workgroups based on the goals of the 3-year plan. The new workgroups have been formed as follows:</p> <ol style="list-style-type: none"> <li>1. <b>Distance Education Committee</b>  <b>Co-Chairs:</b> Angela Guevara and Jose Lopez-Mercedes  <b>Members:</b> Donna Khalid, John Tashima, Merari Weber, Elaine Pham, Jorge Saucedo-Daniel, Osiel Madrigal  <i>Group will meet monthly via zoom.</i></li> <li>2. <b>Integrated Education</b>  <b>Co-Chairs:</b> Ray Hernandez and Rita Van Dyke-Kao  <b>Members:</b> Cathleen Peterson, Daniel Oase, Sandra Watts, Jorge Saucedo-Daniel, Jacqueline Strobel, Veronica Castaneda, Araceli Trujillo and Yuri Betancourt  <i>Group will meet monthly via zoom.</i></li> <li>3. <b>GGAE/CTE Pathways</b>  <b>Chair:</b> Osiel Madrigal  <b>Members:</b> Chrissy Gascon, Jim Kennedy, M'Liss Patterson, Myra Clarke, Scott MacCarthy, Laura Mahfoodm, Gregory Gonzalez, Zachary Diamond, Tiffany Heremans, Steve Gostin, Sarah Mathot, David Roper, Lorena Chavez, Susana Cardenas, Larisa Sergeyeva.  <i>Group will meet monthly via zoom.</i></li> </ol>		
<p><b>Upcoming Due Dates:</b></p> <p><b>December 2020</b></p> <ul style="list-style-type: none"> <li>• Dec 1: July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium - <b>IMPORTANT</b></li> <li>• Dec 1: 18/19, 19/20, &amp; 20/21 member expense report due in NOVA (Q1)</li> </ul>	<ul style="list-style-type: none"> <li>• Chrissy discussed the upcoming deliverables specifically in the area of instructional hours and expenses and reminded everyone of the upcoming 12/1 certification date.</li> <li>• Chrissy opened NOVA to show links and deliverables needed.</li> </ul>	

<ul style="list-style-type: none"> <li>• Dec 31: 18/19, 19/20 &amp; 20/21 Member Expense Report certified by Consortia in NOVA (Q1)</li> <li>• Dec 31: End of Q2</li> </ul>		
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<p><b>Workgroups:</b></p> <ul style="list-style-type: none"> <li>• New Meeting Groups dates and times for 20-21</li> </ul> <p><b>GGAE/CTE Pathways</b> Next group meeting: Fri, Dec 4 from 11am-12pm</p> <p>Zoom link: <a href="https://cccconfer.zoom.us/j/3059021077">https://cccconfer.zoom.us/j/3059021077</a> Meeting ID: 305 902 1077</p> <p><b>Distance Education Committee</b> Next group meetings: Dec 8, 2020 09:00 AM Jan 12, 2021 09:00 AM Feb 9, 2021 09:00 AM Mar 9, 2021 09:00 AM Apr 13, 2021 09:00 AM</p> <p>Zoom Link: <a href="https://cccconfer.zoom.us/j/96337265736">https://cccconfer.zoom.us/j/96337265736</a></p> <p><b>Integrated Education:</b> Next group meeting: TBD</p> <p><b>Combined Workgroup Meeting:</b> Next group meeting: May 11, 2021 09:00 AM</p> <p>Zoom Link: <a href="https://cccconfer.zoom.us/j/96337265736">https://cccconfer.zoom.us/j/96337265736</a></p>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed the formation of the new workgroups.</li> <li>• Healthcare Pathways and Marketing will report back to <b>Chrissy</b> with new faculty and administrators within RSCCD assisting.</li> <li>• Marketing is now being led by <b>Jennifer Hoeger</b></li> <li>• Healthcare Pathways is now being overseen by <b>Interim Dean Lorena Chavez</b></li> <li>• <b>Chrissy</b> will continue to report back to the group on these two areas.</li> <li>• <b>M'Liss</b> shared information on the GGAE-SAC pathways project, including information on the proposed projects: Welding, Culinary Arts and Automotive.</li> </ul>	
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<p><b>Other:</b></p>	
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**Future Meetings: 4<sup>th</sup> Tuesday of the month, unless otherwise noted.**

**Location: ZOOM**

**Time: 9:00am – 10:00am**

- **2020:** Tuesday, December 15\* (\* 3<sup>rd</sup> Tuesday due to holiday schedule)
- **2021:** Tuesday, January 26; Tuesday, February 23; Tuesday, March 23; Tuesday, April 27; Tuesday, May 25; Tuesday, June 22