



Building Skills, Advancing Careers

RSAEC Executive Board Meeting –California Adult Education Program (CAEP)**DATE: December 15, 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, Ryan Murray, M'Liss Patterson, and Eden Quimzon**Members Absent:** Geoff Henderson, Fatinah Judeh**Guests:** Alicia Ayers and Cristina Gheorghe**MINUTES**

Item	Discussion	Action
Introductions	The RSAEC Executive Board meeting started at 9:05AM	
Approval of agenda	<ul style="list-style-type: none"> A motion to approve the agenda was made by M'Liss Patterson and seconded by Lisa Green Passed by a unanimous vote 	
Approval of consent agenda	<ul style="list-style-type: none"> August 25, 2020 minutes were approved at the September 22, 2020 meeting A motion to approve the minutes for September 22, 2020 was made by Eden Quimzon and seconded by Ryan Murray Passed by a unanimous vote A motion to approve the minutes for November 17, 2020 was made by Fatinah Judeh and seconded by Ryan Murray Passed by a unanimous vote 	

<p>Discussion Item #1:</p> <ul style="list-style-type: none"> • Voting Members: Must be board approved for the new fiscal year starting July 1, 2020 • Please let me know if there will be any changes in the board members • Please forward board approvals via email 	<p>Copy of Board approvals needed for 2020:</p> <ul style="list-style-type: none"> • OUSD – received 4.22.20 • RSCCD – received 6.15.20 • GGUSD – received 6.16.20 • SAUSD – Approved • OCDE – received 6.30.20 	<ul style="list-style-type: none"> • Ryan Murray to email Chrissy Gascon a copy of the Board approval for 2020/2021
<p>Combined Strategy Workgroup:</p> <ol style="list-style-type: none"> 1. Distance Education Committee Co-Chairs: Angela Guevara and Jose Lopez-Mercedes Members: Donna Khalid, John Tashima, Merari Weber, Elaine Pham, Jorge Saucedo-Daniel, Osiel Madrigal <i>Group will meet monthly via zoom.</i> 2. Integrated Education Co-Chairs: Ray Hernandez and Rita Van Dyke-Kao Members: 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> 3. GGAE/CTE Pathways Chair: Osiel Madrigal Members: 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> 	<ul style="list-style-type: none"> • The Distance Education Committee met for the first time and discussed the need for further PD for all faculty especially in the areas of FERPA and ADA requirements • Integrated Education is meeting is today, which is at the same time as the RSAEC Executive Board meeting • GGAE/CTE Pathways met on 12/4/20. The main focus of the group is to gather internal and external funds to build-out CTE programs at GGAE in collaboration with SAC and SAC-SCE. Suggestion was to use local high school culinary kitchen and start with Welding program enhancements. 	

<p>Upcoming Due Dates:</p> <p>December 2020</p> <ul style="list-style-type: none"> • Dec 1: July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium - CERTIFIED • Dec 1: 18/19, 19/20, & 20/21 member expense report due in NOVA (Q1) • Dec 31: 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1) DUE SOON • Dec 31: End of Q2 	<ul style="list-style-type: none"> • Dec 1: July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area were certified • Dec 31: 18/19, 19/20 & 20/21 Member Expense Report will be certified by December 18, 2020 	
<p>Workgroups:</p> <ul style="list-style-type: none"> • New Meeting Groups dates and times for 20-21 <p>GGAE/CTE Pathways https://cccconfer.zoom.us/j/3059021077 Meeting ID: 305 902 1077</p> <p>Distance Education Committee 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: https://cccconfer.zoom.us/j/96337265736</p> <p>Integrated Education: Next group meeting: TBD</p>		

Combined Workgroup Meeting: Next group meeting: May 11, 2021 09:00 AM Zoom Link: https://cccconfer.zoom.us/j/96337265736		
Other:	<ul style="list-style-type: none"> • Chrissy Gascon will be on vacation from December 18, 2020 to January 5, 2021 • Meeting adjourned at 9:28AM 	
Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: ZOOM Time: 9:00am – 10:00am <ul style="list-style-type: none"> • 2021: Tuesday, January 26; Tuesday, February 23; Tuesday, March 23; Tuesday, April 27; Tuesday, May 25; Tuesday, June 22 		