



Building Skills, Advancing Careers

**RSAEC Executive Board Meeting –California Adult Education Program (CAEP)**

**DATE: July 26, 2022**

**TIME: 11:00am – 12:00pm**

~~College and Workforce Preparation Center~~

~~1572 N. Main Street, Orange, CA 92867~~

~~(714) 628-5999~~

Due to COVID-19, meetings for the 22-23 academic year have been moved to ZOOM per CAEP approval.

**AGENDA**

Item	Discussion	Action
<b>Introductions: New Executive Members</b>		
<b>Approval of agenda</b>		
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>• Minutes: 5/24/22</li> <li>• Agenda: 6/13/22</li> <li>• Minutes: 6/13/22</li> </ul>		
<b>Additional COLA Funds added to the CFAD:</b> <ul style="list-style-type: none"> <li>• \$60,701</li> <li>• RSCCD = \$40,449 (New total: \$3,504,125)</li> <li>• GGAE = \$20,159 (New total: \$1,746,335)</li> <li>• OUSD = \$93 (New total: \$8,084)</li> </ul> Allocations determined by CAEP due to direct funding. Allocations were already given to the State Controller’s Office for disbursement within 45 days of enactment of the 2022-23 State Budget. New amendment and certification due in NOVA by 9/1/22.		
<b>Vote to approve:</b> Purchase of security cameras for LEC campus <b>Funding:</b> \$30,000 <b>Information:</b> GGUSD is providing seven new cameras, but LEC would like to purchase five more so that are additional cameras providing coverage of the Santa Ana College Automotive		

classrooms, the HVAC classrooms, and the back-parking lot.		
<p><b>Vote to approve:</b> Continuation of the OCTA students ride for free bus program</p> <p><b>Funding:</b> Carryover</p> <p><b>Information:</b> Service Provided: Fixed-Route Student Bus Boarding</p> <ul style="list-style-type: none"> <li>• Fixed Rate Fall 22-Spring 23= \$0.68</li> <li>• Fixed Rate Fall 23-Spring 24= \$0.68</li> <li>• Fixed Rate Fall 24-Spring 25= \$0.68</li> </ul>		
<p><b>Vote to Approve:</b> New Meeting Dates for 22-23 Remains the same as previous years: 4<sup>th</sup> Tuesday of the month from 9am-10am, unless otherwise noted.</p> <p><b>2022:</b></p> <ul style="list-style-type: none"> <li>• July 26</li> <li>• August 23</li> <li>• September 27</li> <li>• October 25</li> <li>• November 29</li> <li>• December – No Meeting</li> </ul> <p><b>2023:</b></p> <ul style="list-style-type: none"> <li>• January 24</li> <li>• February 28</li> <li>• March 28</li> <li>• April 25</li> <li>• May 23</li> <li>• June 27</li> </ul>		
<p><b>Informational Item:</b> Continuation of the SCC/SAC Pilot Program through Fall 2022</p> <p><b>Funding:</b> Carryover</p> <p><b>Information:</b> The Pilot Program went through an evaluation procedure in spring 2022. It was determined that more time was needed to put key positions in place and to determine the organizational structure moving forward.</p>		
<p><b>Discussion:</b> 22-23 Annual Plan</p> <ul style="list-style-type: none"> <li>• Upcoming Webinar: July 27</li> <li>• Due Date: September 14</li> </ul>		

<p><b>Board Approvals for 22-23</b></p> <ul style="list-style-type: none"> <li>• RSCCD – received</li> <li>• GGAE – received</li> <li>• OUSD – received</li> <li>• SAUSD – received</li> <li>• OCDE –</li> </ul>		
<p><b>Upcoming 2022 Due Dates and important Information:</b></p> <p><b>August 2022</b></p> <ul style="list-style-type: none"> <li>• <b>Aug 1:</b> Employment and Earnings Follow-up Survey</li> </ul> <p><b>September 2022</b></p> <ul style="list-style-type: none"> <li>• <b>Sep 1:</b> 20/21 and 21/22 Member Expense Report due in NOVA (Q4)</li> <li>• <b>Sep 1:</b> July 1, 2021 to June 30, 2022 expenses by program area due (estimates only) in NOVA *</li> <li>• <b>Sep 14:</b> Annual Plan for 2022-23 due in NOVA * (Extended for 2022)</li> <li>• <b>Sep 30:</b> 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q4) *</li> <li>• <b>Sep 30:</b> End of Q1</li> </ul> <p><b>October 2022</b></p> <ul style="list-style-type: none"> <li>• <b>Oct 30:</b> 22/23 Member Program Year Budget and Work Plan due in NOVA (Extended for 2022)</li> <li>• <b>Oct 31:</b> Student data due in TOPSPRO (Q1)</li> <li>• <b>Oct 31:</b> Employment and Earnings Follow-up Survey</li> </ul>		

## November 2022

- **Nov 30:** 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA \* (Extended for 2022)

## December 2022

- **Dec 1:** July 1, 2021 to June 30, 2022 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
- **Dec 1:** 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 20/21, 21/22 & 22/23 Member Expense Report certified by Consortia in NOVA (Q1) \*
- **Dec 31:** End of Q2

### Other:

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**Future Meetings: 4<sup>th</sup> Tuesday of the month, unless otherwise noted.**

**Location: ZOOM**

**Time: 9:00am – 10:00am**

- **2022:** July 26, August 23, September 27, October 25, November 29, \*[no meeting in December]
- **2023:** January 24, February 28, March 28, April 25, May 23, June 27