



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, January 29, 2019

1:30 p.m.

Monrovia Community Adult School – Multi-Purpose Room 33

920 S. Mountain Ave.

Monrovia, CA 91016

Minutes – Approved 03/19/19 Act # 19-03

1.0 CONVENE REGULAR EXECUTIVE BOARD CLOSED SESSION MEETING (1:30)

1.1 Meeting called to order by Chair Linda McNary at 1:41 pm.

1.2 Pledge of Allegiance

1.3 Roll call:

Rocky Cifone, Representative	<u> A </u>	John Russell, Regional Director	<u> P </u>
Felipe Delvasto, Representative	<u> P </u>	Flint Fertig, Proxy/Prog. Asst.	<u> A </u>
Ron Letourneau, Representative	<u> P </u>	Jessica Michel, Secretary	<u> A </u>
Calvin McKendrick, Representative	<u> P </u>	Rick Crosby, Proxy	<u> A </u>
Linda McNary, Representative	<u> P </u>	Rebecca Summers, Proxy	<u> A </u>
Kevin Morris, Representative	<u> A </u>	Saida Valdez, Proxy	<u> P </u>
		Debbie Wong, Proxy	<u> A </u>

2.0 ORDER OF BUSINESS

Representative discussion/presentation of agenda items which could be moved up on the agenda.

None at this time.

- 2.1 Approve the minutes of the December 14, 2018 Regular Executive Board Open Session Meeting.

Act # 19-01 Motion by Mr. Delvasto, seconded by Mr. Letourneau **Vote to Approve 4-0**
Representative Cifone A Representative Delvasto Y Representative Letourneau Y
Representative McKendrick Y Representative McNary Y Representative Morris A

3.0 COMMUNICATIONS

- 3.1 Representative reports:

Azusa: No report

Citrus: Absent.

Claremont: No report.

Duarte: Absent.

Glendora: No report.

Monrovia: No report.

- 3.2 Regional Director report.
Mr. Russell had no report.

- 3.3 Public comment for items not on the agenda.
No public comments were put forth at this time.

- 3.3.1 Public comments for items on the Open Session Agenda.
No public comments were put forth at this time.

4.0 BOARD DEBRIEF FROM 12/14/18 CONFERENCE AND SET DATE FOR SPRING CONFERENCE

Board analyzed data from the survey that went out to attendees, discussed successes and areas for growth of the December 14, 2018 "Moving the Needle" conference. Board members primarily analyzed comments from attendees as a way to improve the spring 2019 conference. Most of the comments were positive. Attendees liked that Neil Kelly from the state office was there and felt his comments were illuminating. They also liked that they got to see the CCAEC board meet and learned from that.

For areas of growth, attendees noted that the morning was too long and the fact that it cut into the time for the breakout sessions was not good. Some comments noted that the morning lacked interaction and it felt like they were just being talked at. Also, comments noted that the Annual Data Review was missing every other page, which made the time reviewing it impossible.

The board discussed moving the location for the spring conference to Azusa. Ms. Valdez volunteered to organize the conference. She said she would coordinate efforts with Mr. Russell.

Mrs. McNary requested that the board move to vote to confirm the date for the spring conference.

BOARD APPROVAL OF DATE FOR SPRING CONFERENCE

Act # 19-02 Motion by Ms. McNary, seconded by Mr. Delvasto **Vote to Approve 4-0**
Representative Cifone A Representative Delvasto Y Representative Letourneau Y
Representative McKendrick Y Representative McNary Y Representative Morris A

Ms. McNary asked Mr. Russell to see if Citrus College faculty would be able to present during breakout sessions and attend the conference. Mr. Russell advised he would discuss with Dr. Cifone.

5.0 REGIONAL DIRECTOR PRESENTATION OF NEWEST DRAFT OF CCAEC ANNUAL DATA REVIEW

The Regional Director tabled this advising some data for the ADR would be coming from the Budget Bill reporting in NOVA. Mr. Russell advised the ADR would be up-to-date before the next board meeting

6.0 BOARD DISCUSSIONS ABOUT CONTINUED ESL FAC MEETINGS

The board expressed some reservations about this request, but the consensus was representatives would be open to the idea if the mission and focus of the ESL FAC was very clear.

7.0 REGIONAL DIRECTOR PRESENTATION OF BUDGET BILL PROCESSES IN NOVA

Mr. Russell went online into NOVA and presented a tutorial on entering information into NOVA so individual member institutions would comply with the Budget Bill requirements. He also provided representatives statewide FAQs for the process.

8.0 CCAEC EXECUTIVE BOARD OPEN SESSION MEETING WAS ADJOURNED AT 2:36PM