

Steering Committee Meeting Agenda - July 31, 2020 - 12:30-3:30pm

<https://cccconfer.zoom.us/j/96305574657> /Dial in: +1 669 900 6833 (US Toll) ID: 963 0557 4657

Purpose: As the South Bay Consortium Steering Committee members represent individual districts and as a region plan, develop, recommend and implement adult educational programs aligned with AB104 legislation.

Guiding Principles

- Focus on the needs of adult education students first • Embrace collaboration and partnership to have a positive collective impact on our region
- Work with transparency and inclusion with all stakeholders • Seek other community partnerships and connections to leverage resources and achieve better outcomes • Explore expansion and innovation in adult education services in the region • Commit to ideas, decisions and practices that anticipate the future needs for adult learners in our region

Meeting Norms

- Meetings start on time • Members come prepared • Decision making is by consensus • Presume good intentions • Focus on issues, not people • Impact on students most important • One person speak at a time • All members are given opportunity to be heard

| SBCAE District | Member | Alternate | SBCAE District | Member | Alternate | Faculty |
|--------------------------------------|---|------------------------|----------------------------------|--|----------------------|--|
| Campbell Adult & Community Education | Usha Narayanan <i>AS Co-Chair</i> | Leslie Johnson-Tatsuta | East Side Adult Education | Traci Williams | Kathy Frye | David Grant Santa Clara Adult Education |
| Milpitas Adult Education | Greg Barnes | Giuliana Brahim | Santa Clara Adult Education | Carrie Casto (Anticipated Board approval 8/13/20) | Christine Berdiansky | Phil Crawford San José City College |
| Silicon Valley Adult Education | Alecia Myers-Kelley | Norma Martinez | West Valley Mission CCD | Valerie Jensen | Jackie Escajeda | |
| San José Evergreen CCD | Kishan Vujjeni <i>CC Co-Chair</i> | | West Valley Mission CCD | Eric Grabiell | Brad Weisberg | |
| San José Evergreen CCD | Vacant | | Executive Director Bob Harper | Co-Director Ilse Pollet | | |
| 12:30 | 1) Call to Order | | | | Co-Chair | ACTION |
| 12:31 | 2) Approval of July 31 Meeting Agenda | | | | All | ACTION |
| 12:35 | 3) Approval of June 26 Steering Committee Meeting Minutes | | | | All | ACTION |
| 12:40 | 4) Approval of July 7 Steering Committee Special Meeting Minutes | | | | All | ACTION |
| 12:45 | 5) Public Comments | | | | All | INFORMATION |
| 12:50 | 6) Consultation Council Report | | | | David, Phil | INFORMATION |
| 12:55 | 7) Reopening Updates | | | | All | INFORMATION |
| 1:15 | 8) Review of SBCAE's Guiding Principles, Tiers of Priority, and Meeting Norms | | | | Bob | DISCUSSION |
| 1:25 | 9) College Budget/Expenditure Reports | | | | | INFORMATION |
| | a) West Valley College | | | | Eric Grabiell | |
| | b) Mission College | | | | Valerie Jensen | |
| | c) San José City College | | | | Lena Tran | |
| | d) Evergreen Valley College | | | | Roberta Kunkel | |
| 2:15 | BREAK | | | | | |

Steering Committee – July 31, 2020

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| 2:25 | 10) Annual Plan Overview and Approval | Co-Chairs, Ilse | ACTION |
| 3:05 | 11) Projects and Work Plans: Next Steps | Co-Chairs, Ilse | INFORMATION |
| 3:20 | 12) Announcements and Member Reports – 1 minute each | All | INFORMATION |
| 3:29 | 13) Agenda Development a) AWD discussion/Consortium plan for learning disabilities. Presentation on legal responsibilities for students with IEPs/504s b) Childcare – invite community partners c) Credit requirements for Adult Schools (ready by Fall 2020) d) SB554 e) TOPs program f) CAEP funds to serve corrections population | All | INFORMATION |
| 3:30 | 14) Adjournment | Co-Chair | ACTION |

CALENDAR 2020

2021

June 26 Steering Committee, 11am/Annual Plan Retreat, 1-3pm
June 30 18/19 & 19/20 Expense rept certified by Consortia (Q3)

July 7 Steering Committee, 11-11:30am (Approve Revised CFAD)
July 31 **Steering Committee, 12:30-3:30pm (Approve Annual Plan)**

Aug. 21 Steering Committee, 12-2:30pm

Sep. 18 Steering Committee+ Data Session, 11am-3:00pm
Sep. 18 Consultation Council, 10-11am
Sep. 24 Transition Specialists meeting, 2-4pm

Oct. 9 Faculty Work Group meeting, 1-4pm
Oct. 16 Steering Committee, 12-2:30pm
Oct. 29 Transition Specialists meeting, 2-4pm

Nov. 20 Steering Committee + Data Session, 11am-3:00pm
Nov. 20 Consultation Council, 10-11am
Nov. 19 Transition Specialists meeting, 2-4pm

Dec. 4 Faculty Work Group meeting, 1-4pm
Dec. 11 Steering Committee, 12-2:30pm
Dec. 17 Transition Specialists meeting, 2-4pm

Jan. 8 Steering Committee, 12-2:30pm
Jan. 28 Transition Specialists meeting, 2-4pm

Feb. 5 Steering Committee + Data Session, 11am-3:00pm
Feb. 5 Consultation Council, 10-11am
Feb. 25 Transition Specialists meeting, 2-4pm
Feb. 26 Steering Committee, 12-2:30pm

Mar. 5 Faculty Work Group meeting, 1-4pm
Mar. 25 Transition Specialists meeting, 2-4pm
Mar. 26 Steering Committee, 12-2:30pm

Apr. 23 Steering Committee, 12-2:30pm
Apr. 29 Transition Specialists meeting, 2-4pm

May 7 Faculty Work Group meeting/PD
May 21 Steering Committee + Data Session, 11am-3:00pm
May 21 Consultation Council, 10-11am
May 27 Transition Specialists meeting, 2-4pm

June 18 Steering Committee, 12-2:30pm

*Possible additional Steering Committee meeting dates: 9/4, 10/30, 11/6
*Community Partner meetings TBD
*CAEP due dates TBD