

Steering Committee Meeting Agenda

June 1, 2018 · 12:00 – 3:30 pm
Independence Adult Center
625 Educational Park Dr., San Jose, CA 95133

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 (CACE)	Usha Narayanan	Burr Guthrie	East Side Adult Education	Richard Uribe, AS Co-Chair	Kathy Frye	David Grant Santa Clara Adult Education
Milpitas Adult Education	Greg Barnes	Giuliana Brahim	Santa Clara Adult Education	Brenda Carrillo	Christine Berdiansky	Phil Crawford San José City College
Silicon Valley Adult Education	Gloria Curd	Norma Martinez	Mission College	Brian Miller	Rob Gamble	
San José Evergreen CCD	Kishan Vujjeni, CC Co-Chair		West Valley College	Mae Conroy		
San José Evergreen CCD	William Watson	Lynette Gray	Guests:			
12:00	Working lunch			All		
12:30	1) Call to Order			Co-Chair		ACTION
12:35	2) Approval of Agenda			All		ACTION
12:40	3) Public Comments/Announcements			All		INFORMATION
12:50	4) Approval of May 25 Steering Committee Meeting Minutes			All		ACTION
12:55	5) Further Discussion of Uses of the SBCAE Data Fund			Bob, Kishan, Rich		ACTION
	a) Clarification of data-driven deliverables			Ilse Pollet		
	b) Authorization to develop ICA deliverables to be approved on June 12					
1:30	6) Adults with Disabilities Discussion			Kishan, Rich, Brenda		INFORMATION
	a) Priorities for 18-19 plan					
	b) Support for summer					
1:55	7) Marketing Update			Full Capacity Marketing		INFORMATION
2:25	8) June 12 Steering Committee Retreat – CET; Agenda			Bob, Kishan, Rich, Usha		INFORMATION
3:00	9) Proposed Timeline and Plan Activities for 3-Year Plan Update			Bob		INFORMATION

	a) Feedback on proposed 18-19 calendar dates b) Authorization to develop deliverables for Three Year Regional Planning Process ICA to be approved on June 12	Kishan	ACTION
3:15	10) Agenda Development	All	INFORMATION
3:30	11) Adjournment	Co-Chairs	ACTION

Future Agenda Items

- ESL Classes at PARS Update - Mae, Gloria

CALENDAR 2017-18

June 1 Steering Committee Meeting
 June 12 Steering Committee Retreat
 June 29 Public Governance/Partner Meeting

CALENDAR 2018-2019

July 16 Community Partners Focus Group – 3YRP
 July 20? Steering Committee
 Aug 3? Steering Committee
 Aug 15 SBCAE 18-19 Annual Plan due to state (NOVA).
 Aug 24? Steering Committee and Consultation Council together – 3YRP
 Sept 30 Each SBCAE Members’ 18-19 Budget (aligned to 18-19 SBCAE Plan) due to state (NOVA).