



**African American Education Conference
Planning Committee Minutes
October 4, 2018
MJC East Campus –Founders Hall 116
2:00pm-3:00pm**

Conference Purpose: The purpose of the African American Education Conference is to enrich and empower current and future Modesto Junior College students to be successful in pursuing higher education.

- I. **Welcome**
 - a. **Check-in:** Michael Jackson, John Griffin III, Gwen Savage, Destinee Evans, Madie Herrera, Rosalinda Vierra, Venesse Metcalf, LaKiesha McDonald, Rebecca Tilger

- II. **Review of Minutes**
 - a. Michael reviewed the meeting minutes from September 20th **(no objections)**

- III. **Review of Conference Agenda**
 - a. Michael provided an updated conference agenda
 - i. The transition time between the sessions was changed to 10 minutes
 - ii. The number of workshops will be kept at 9 **(no objections)**
 - iii. “Finish Strong” will be replaced by a workshop presented by the HBCU Chancellor’s Office
 - iv. For the “Navigating MJC” workshop, the NAACP may possibly partner with Dr. Jacquelyn Forte in co-presenting the workshop
 - v. For the “Financial Literacy for Students & Parents” workshop, Mr. Emerson will be presenting
 - vi. LaKiesha McDonald’s workshop will be titled “Say It Loud”
 - vii. For the workshop on “Mental Health”, Michael reached out to Dr. Cheryl Williams-Jackson to be a presenter
 - LaKiesha suggested reaching out to Dr. Lonita Cordova or Amy Yribarren from Health Services
 - viii. The committee approved the conference agenda **(no objections)**

- IV. **Budget**
 - a. **Total budget: \$6,000**
 - i. \$3,000 ASMJC
 - ii. \$3,000 Equity
 - b. Costs so far
 - i. Facilities \$350
 - ii. Decorations \$250
 - iii. Postcards \$215
 - iv. Lunch \$3,234 (tentative)
 - v. **Total cost: \$4,049**

MJC Mission Statement

MJC is committed to transforming lives through programs and services informed by the latest scholarship of teaching and learning. We provide a dynamic, innovative, undergraduate educational environment for the ever-changing populations and workforce needs of our regional community. We facilitate lifelong learning through the development of intellect, creativity, character, and abilities that shape students into thoughtful, culturally aware, engaged citizens.

V. Vote on Lunch Options

- a. Gwen provided a quote from Dan's BBQ
 - i. \$3,234 total for 300 attendees
 - ii. The cost includes a variety of food options as well as the condiments, plates, napkins, utensils and tax
 - iii. The vendor would be on site 30 minutes prior to serving time for set-up
 - iv. Serving time would be from 12:30 PM – 1:00 PM
- b. The committee tentatively accepted the cost of the quote (**no objections**)
- c. Final decision will be made by the next meeting pending the budget

VI. Committee Member Task Reports

- a. Alejandra reserved the rooms and provided the quote for the decorations
- b. Madie is coordinating transportation for students and parents
 - i. POC will offer bus transportation for parents that sign-up
- c. Rebecca will contact Irene Nunez regarding the program and cost
- d. John would like to give away last year's conference t-shirts
 - i. The committee suggested utilizing the shirts as an incentive to visit each information table
 - Create BINGO cards

VII. Information Tables

- a. Dual Enrollment - Apply
- b. TRIO SSS
- c. NAACP
- d. UMOJA
- e. BSU
- f. Advocates for Justice
- g. DSPS
- h. EOP&S
- i. Human Services
- j. MJC Bookstore
- k. Career Services
- l. AKA - Voting
- m. She Became
- n. HBCU Representatives
- o. ROXI

VIII. New Assignments/Tasks

- a. **Workshop Names and Descriptions**
 - i. Career Minded – Dejeune Shelton
 - ii. HBCU Chancellor's Office – Title TBD
 - iii. Navigating MJC – Dr. Jacquelyn Forte
 - iv. Hip Hop – Tracey Potts
 - v. Financial Literacy for Students & Parents – Mr. Emerson
 - vi. Academic Sabotage – MJC BSU Club
 - vii. Say It Loud – LaKiesha McDonald
 - viii. UMOJA – Professor Al Smith
 - ix. Mental Health – Facilitator TBD

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- b. Need any pending workshop titles and workshop descriptions by next meeting
- c. Cap the number of attendees to each workshop between 15-20
- d. LaKiesha suggested creating fliers for workshops to give to parents that attend the conference

IX. Marketing Strategy

- a. Instagram
- b. Facebook

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