



GENERAL MEETING OF the Joint Special Populations Advisory Committee (JSPAC) MINUTES
Sheraton Grand Hotel, Sacramento ** December 4, 2013, 1:45-3:30PM

PARTICIPANTS PRESENT:

K-12-Adult Representatives:

George Essel, Susi Huschle(Co-Chair), Marian Murphy Shaw

Community College Representatives: Julie Pehkonen (Co-Chair),
 Rosie Antonecchia, Jan Swinton

Public/Private Representatives: Deanna Hanson, Michael Strait,
 Cristina Mora, Freda Walker

Ex-Officio Members: None

Staff: Laurie Harrison, Tammy Montgomery, Diane Munson, Elizabeth
 Wallner, Sharon Wong

Absent: Sheila Bollenbach, Robert Cabral, Connie Castillo, Denise
 Estrella, Alona Jennings, Ida Johnson, Carmen Lamha, Gina Lujan,
 Dena Montiel-Childress, Suzanne Moreno, Dan Turner, George Railey,
 Prudence Ratliff, Martha Rodriguez, Rita Thomas, Russ Weikle, Kirk
 Williams

Guest: Regina Hanna

HANDOUTS: Agenda, Minutes 9/23/2013

TOPIC	PRESENTER	DISCUSSION/ACTION
Call to Order/Member and Guest Welcome	Julie Pehkonen <i>Co-Chair, Community Colleges</i> Susi Huschle, <i>Co-Chair, K-12-Adult</i>	Quorum could not be established. September 23, 2013 and May 6, 2013 minutes were not approved New Member Welcome: Alona Jennings, Public/Private; Regina Hanna, K-12-Adult Region 2 replacing Marian Murphy Shaw Current Vacancies - 1 Public Private; 2 K-12-Adult (Reg 8 –Santa Barbara-Ventura-Kern, Reg 9 – San Diego, or Region 4 Oakland); 1 CC (Reg 3-4 Bay Region). Philip Parks from San Diego is interested in K-12-Adult membership. Tammy will follow up with him.
State Updates	Russ Weikle <i>CDE</i> Sharon Wong <i>CCCCO Monitor</i>	CDE did not have a report. CCCCO – The Division Economic Development expanded to include Adult Education from CDE. They currently have an opening for a Dean. CTE Transitions and Title 1C are combining into one process effective for the 2014-15 application. The online application will be revised.
Professional and Curriculum Development	Elizabeth Wallner, <i>Consultant</i>	JSPAC Annual Conference Feedback Committee members were given time to complete their conference feedback in written form. The information was given to Elizabeth Wallner to combine with the other attendees' evaluations. The categories include: Marketing, Registration process, Hotel, Pre-conferences, Keynote Speakers, Workshops, Networking Reception. Elizabeth will share those results at the March meeting. Power points from the conference workshops will be posted online.

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		<p>The committee asked Elizabeth and Tammy to look into other hotel proposals for next year for a comparison.</p> <p>2012-13 Special Populations Regional Workshops Let Elizabeth know if you want a workshop in your region. There is limited space available. Dave Thomas from San Joaquin Delta College is interested in workshop. Elizabeth will be doing a workshop at the Educating for Careers Conference March 3-5, 2014</p> <p>E-Seminars – The new Data and Counseling E-Seminars are on the JSPAC website. 2014 Conference Dates are December 1-3, 2014. Location TBD.</p>
<p>Subcommittee Actions and Measures (Objectives 2, 3, 4)</p>	<p>Marian Murphy Shaw</p> <p>Freda Walker</p>	<p>Partnership Development The subcommittee believes that the strength of JSPAC in regard to partnerships is the advisory committee structure. A suggestion was made to look into connecting with the Deputy Section Navigators (DSN) as a resource to inform the JSPAC. There are advisory structures on Community College campuses. We need to make DSNs aware of special populations. The committee may want to start with Sector Navigators (SN) to have them send out information to DSNs. CDE also has a similar structure of experts by industry sector. An idea would be to have a workshop to train the SNs and DSN's about special populations. Elizabeth suggested that she could replace two of the regular workshops; however she will have to build a new training for them to include ideas such as effective practices synthesized in regard to JSPAC and businesses.</p> <p>The Partnership subcommittee sees their role as forging partnerships and collaborations with business/industry (i.e Lockheed Martin). The subcommittee needs to follow up on contacting Lockheed Martin. Email Marian Murphy Shaw with business contacts. Susan Wheeler from SMUD was suggested. Elizabeth will apply to do a workshop at the Science Teacher Association conference and give them information about JSPAC. They work with the STEM Equity Pipeline as well. The contact person is Jessica Sawko the ED of Science Teacher Association.</p> <p>Communications/Marketing The subcommittee has been tasked with the following items: 1) website survey (given out at the conference), 2) protocols for using JSPAC materials, 3) usage tips for the E-Seminar documents, 4) a checklist for JSPAC members on how to promote JSPAC and, 5) a list of the top online resources (included in the conference packet). The subcommittee will continue working on the items that have not been completed yet. The subcommittee was asked to also review what materials should be reprinted for this year.</p>
<p>Announcements/Informational Items</p>	<p>Julie Pehkonen and Susi Huschle <i>Co-Chairs</i></p>	<p>Other Announcements The final meeting for 2013-14 is Monday, March 24, 2014, 10AM-3PM (in person only at the Sheraton Grand). Turn in travel reimbursement to Tammy within 30 days. The NAPE PDI is in April 2014 in Virginia. Please consider nominations for the Community College Co-chair for the March meeting. Julie Pehkonen's term is up June 30, 2014. Email your nomination to Tammy. There is a new CTE Handbook developed by Julie Pehkonen from Riverside Community College that incorporates JSPAC information. This was Marian Murphy Shaw's last meeting. Thank you for all of your hard work and dedication to the JSPAC Marian! Adjourned 3:15 PM</p>