



**African American Education Conference  
Planning Committee Minutes  
January 20, 2017  
MJC East Campus - Founders Hall 116  
11:00am-12:00pm**

**Present:** Melanie Berru, Lonita Cordova, Pam Crittenden, Chandra Howard, Eric Ivory, Megan Lee, Bryan Justin Marks, Al Smith, Glen Stovall

**A. Keynote Speaker**

Glen has sent the required paperwork to each of the keynote speakers and will follow up with them next week. Additionally, Glen will work on getting a cash advance to purchase snacks. Bryan reminded everyone that we are getting close to the date with paperwork that still needs to be finalized.

Eric will send Bryan a link to both speakers to secure their biography for the program.

**B. Faculty Booths**

Topic was not discussed

**C. Community Booths**

Topic was not discussed

**D. Volunteers**

Topic was not discussed

**E. Faculty Participation**

Topic was not discussed

**F. Entertainment**

The committee agreed to have no lunch time entertainment. Al and Melanie will follow up with Tom regarding a graffiti art activity during lunch time. It was suggested that lunch time would be an ideal time for such an activity and could be held in the patio area outside the MSR. It was stated that there would need to be precautions taken to ensure the paint caused no damage.

Al stated that TV26 would be recording the event.

**G. Event Decorations**

If shirts are ordered, the budget would not have room for any decorations. Bryan stated that if the committee was ok with it, Campus Life would purchase a balloon arch and table covers. It was asked to order a balloon arch that is red, black, and green. The committee agreed.

**H. Event Program**

The committee asked if Campus Life could do the program for the event. Bryan stated that the program would be a two sided 11x17 paper folded in half. The committee asked that the front

***Conference Theme: Creating Royalty  
Engaging youth cultures: past, present, and future.***

be different from the poster and center more on the event theme. The inside left would have the program agenda, the inside right would feather keynote speakers and workshops, the back would be acknowledgements.

Bryan asked that all workshops descriptions be sent to him no later than 5pm Tuesday, January 24<sup>th</sup> so that there is enough time to get the program printed.

## I. Workshops

Al went over workshops and the committee confirmed the following. Al will follow up with Jacq and Jacou regarding their presentation. Additionally, Al will follow up with Tracey about possibly doing his workshop outside. Bryan reminded the committed that we would need to know in advance to ensure any technology needs would be fulfilled.

Orientation-Jackie

Hip-Hop Culture, Past Present, and Future-Tracy

Black Men and Black Women-Al

Healthy Vs Unhealthy Relationships-John E.

Parents of College Students-Eric

Promoting Resilience-Ty-Licia

Voices Against the Majority-Chandra Howard

Advocates of Justice-Jacq & Jacou

## J. Funding

Al reported that the group did not receive any grants. The Prop 63 money that Lonita secured will cover the entire lunch with \$350 left over. Lonita was going to get waters with the remaining funds, but Pam stated she would purchase waters and donate them. The committee also discussed the purchase of books and shirts. Eric suggested contacting the MJC Foundation for money for books and Lonita volunteered to follow up. The committee asked Bryan to look into shirt prices. Bryan stated that they would cost around \$2,900, but would not know for sure until a quote was secured. The committee agreed with no objections to move forward with shirts.

### Budget

<u>Total Budget</u>	<u>\$6,000</u>
Facilities	\$1,000
Lunch	\$1,100 (Being paid out of Prop 63)
Speakers	\$600
Marketing	\$500
Snacks	\$300
Programs	\$300
Decorations	\$400 (Being paid by Campus Life)

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T-Shirts \$2,900

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**Total Expenses \$7,400**

**Total from MJC Funding \$5,600**

**K. T-Shirts**

The committee requested black t-shirts with yellow wording. The committee agreed without objections to the following:

Front of Shirt:

28<sup>th</sup> Annual Modesto Junior College  
African American Education Conference

Creating Royalty  
2017

Back of shirt:

Engaging Youth Cultures: Past, Present, Future

The Journey Continues...February 24, 2018

Bryan will get a proof and send it out to committee before ordering.

**L. Event Agenda**

9:00am-9:45am	Registration/Information Booths
9:50am-10:00am	Welcome
10:00am-10:30am	Keynote One
10:45am-11:30am	Breakout Session One
11:45am-12:30pm	Breakout Session Two
12:45pm-1:15pm	Lunch
1:15pm-1:45pm	Keynote Two
1:45pm-2:00pm	Closing

**M. Bookmarks**

Eric suggested getting bookmarks donated from a bookstore in Oakland. Committee agreed, Eric will follow up on getting them.

**N. Next Meeting**

January 27<sup>th</sup>  
11:00am  
Founders Hall 116

Al asked that each person that has a responsibly area to be prepared at the next meeting to give a detailed report that included follow ups, funding, and requirements.

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