

**2019 - 2020 Santa Barbara Adult Education Consortium: ACTIVITY CHART**

NO.	OBJECTIVE	ACTIVITY DESCRIPTION	TIMELINE FOR COMPLETION	PERSON OR AGENCY RESPONSIBLE	OUTCOME
1	<p>Develop a total of 10 business, design, technology, career education certificates.</p> <p>This objective ties to 2019-2021 CAEP Objectives 2, 3, and 6. *</p>	<p>Create</p> <p>5 new courses in Business that will combine with existing CSI offerings to create 6 new nonprofit certificates,</p> <p>1 certificate in Design,</p> <p>6 certificate in Technology,</p> <p>2 certificates in Career Education.</p>	<p>Course outlines written and submitted to SBCC Curriculum Advisory Committee (CAC) by October 31, 2020. Curriculum will be written and submitted to CSI by August 31, 2020.</p>	<p>SBCC Career Skills Institute Instructors</p>	<p>Program narratives and Course Outline will be and submitted to CAC and then to the Chancellor's Office for approval. Curriculum will be developed and courses will be added to the CSI Catalog. The courses will be offered in Fall 2021.</p>
2.	<p>Update marketing materials and continue CSI advertising campaign in our local community. As individuals and employers must first become aware of classes before taking them, this objective ties to 2019-2021</p>	<p>Update CSI Marketing materials and work with Minsky Media to continue CSI Marketing in our local area.</p>	<p>Marketing occurs throughout the year where CSI ads/press releases are strategically published several weeks before the term begins and also during the middle of the semester.</p>	<p>SBCC Career Skills Institute working with Minsky Media.</p>	<p>Increase in enrollment by 5%. During the 2018-2019 Fiscal Year, CSI had 5400 enrollments. During the 2019-2020 Fiscal Year, we anticipate at least a 5% increase to 5700 enrollments.</p>

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	CAEP Objectives 2, 3, and 6. *				
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\* CAEP 2019-2021, Objective 2: Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation.

CAEP 2019-2021, Objective 3: Programs for adults, including, but not limited to, older adults that are primarily related to entry or re-entry into the workforce.

CAEP 2019-2021, Objective 6: Programs in career technical education that are short term in nature with high employment potential.

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