

**Bay Area K-16 Educational Collaborative
Governance Chart Roles & Responsibilities
PLANNING YEAR**

CEO Roundtable (USDs, IHEs & Employers)

Members:

- Executive leadership
- Facilitated by rotating Steering Committee Member(s) – TBD by topic(s)

Roles & Responsibilities:

- Meets once per year (more frequently during the Implementation Years)
- Provides overall vision and strategic direction for the project
- Ensures that institutional priorities are communicated and align with Bay Area K-16 priorities
- Reviews recommendations from the Steering Committee

Bay Area K-16 Regional Steering Committee (USDs, IHEs, Employers & K-16 Students)

Members: Designated leadership from organizational leadership, PIs/subregional leads, employers, faculty & K-16 students

Roles & Responsibilities:

- Meets monthly
- Facilitates communication across subregions
- Provides prioritized information to Backbone Organization
- Actively participates in a forum for sharing practices, addressing barriers to planning and collaborating on regional funding
- Ensures alignment across subregions and reduces duplication
- Provides updates and makes recommendations to the CEO Roundtable
- Coordinates communication with employer partners (businesses, schools, non-profits, etc.) and philanthropy

Representative Tasks:

- **Identifies and adopts RWE Recommendations**
- Helps organize Sub-regional groups and Communities of Practice
- Develops priorities, criteria, required outcomes, format, process, etc. for Implementation Grant proposals from CPs
- Reviews proposals for inclusion in the Implementation Grant from sub-regional Communities of Practice and Work Groups
- Reviews and forwards agreements, MOUs, proposals, etc. to CEO Roundtable
- Assigns and/or leverages funding/in-kind resources that support the Collaborative (e.g., facilitation services, faculty participation hours, staffing, etc.)

Subregional K-16 Education Collaboratives

Members: Groups of practitioners, operational and subject-matter experts and K-16 students from organizations/businesses organized by pathway and/or subregion

Roles & Responsibilities:

- Meeting frequency decided by groups

- Led by Sub-regional Leads and/or designated facilitators, e.g. backbone organization
- Provides a forum for sharing practices, addressing barriers to planning and collaborating on sub-regional projects
- Includes voice and feedback from employer partners (businesses, schools, non-profits, etc.), community-based organizations, and philanthropy
- Forwards proposals to Steering Committee for inclusion in the Implementation Grant

Representative Tasks:

- Identifies point people and experts at partner organizations to participate
- Reviews data, establishes baseline data and
- Conducts asset mapping and data analysis to develop action plans
- Identifies quantifiable student impact numbers
- Forwards action plans and budget proposals to Steering Committee for inclusion in the Implementation Grant
- Develops proposals for sub-regional funding from other funding sources, as needed