

**Illinois Community College Board
Adult Education and Family Literacy
Advisory Council Meeting
Thursday, March 24, 2015
10:30 a.m. - 2:00 p.m.**

MINUTES

Members Present

Laura Benhoff
Joan Hornby
Norman Ruano
Rhonda Serafin
Mike Moline
David Wu
Kim Kunce
Cathy McCabe
Dawn Hughes
Sue Barauski
Dan Deasy
Melanie Sampson
Magxina Wageman
Tina Raymond Carter
Bob Fittin
Rocki Wilkerson
David Adcock
Joanne Kantner
Lea Maue

Staff Present

Jennifer Foster
Marilyn Schmidt
Jay Brooks
Nora Rossman
Samantha Brill
Suzanne Reese
Ben McDaniel
Jamil Steele
Josh Beneze

Members Not Present

Felicia King
Amanda Corso
Nelson Aguiar
Reni Mitkova
Joan Hornby
Lisa Atkins

Introductions and Opening Comments

Advisory Council Chair, Dan Deasy

- Welcome

Review and Approval of the October 16, 2014 minutes

Minutes Approved by David Wu

Second by Max Wageman

ICCB Staff Updates:

Jennifer Foster, Deputy Director for Adult Education and Workforce Development

- Introduction of new employees
 - Jamil Steele – Senior Director for Adult Education and Family Literacy
 - Josh Beneze – Associate Director for Adult Education and Workforce

Jamil Steele, Senior Director for Adult Education and Family Literacy

- 2015 Administrator's Meeting – April 6 and 7 at the Springfield Hilton

- Lennox McClendon will be there to ‘unpack’ WIOA and what impact it will have on
 - Curriculum and instruction
 - Workforce/One Stops
 - ESL/Civics
 - Transitions (Career Pathways)

Ben McDaniel, Associate Director for Adult Education, Program Compliance

- APC – will have approval’s out the week of April 2 – April 6
- Continuation Plan – due on May 7th
 - There will be two informational webinars on April 2nd and April 3rd
- Request/Release of Funds – the deadline is April 1st
 - Please double check with bookkeeper to be sure you have spent all of your funds
 - We don’t want to return funds because future funding may be affected.

Marilyn Schmidt, Director for Adult Education

- A large number of programs have submitted curriculum and are ready for final approval!
 - All curriculum will be posted on the Illinois Open Resource Site.
 - Programs that have not submitted will be getting emails letting them know that this has to be done before WIOA begins on July 1st so that you can continue to offer courses.
- Marilyn and Jamil, Elgin CC and LLCC attended a 3 day intensive workshop in Washington, DC looking at College and Career Readiness
 - Will be embarking on a pilot with Elgin CC and LLCC which will be complete by the end of May

Jennifer Foster, Deputy Director for Adult Education and Workforce Development

- The State Plan
 - This will be our last state plan before the ‘huge’ unified plan.
 - Reviewed several key changes and additions of the plan.
 - Now is the time to interact with your LWIB’s and establish a relationship.
- Accelerating Opportunity
 - The grant ends September 30th
 - We are putting together a manual and are examining current guidelines
 - Also looking at adding CBO’s and ROE’s to the ICAPS process
- Illinois High School Equivalency Test
 - Josh Beneze headed up a taskforce and will present all of the findings at the April Administrators Meeting
 - Recommendations went to the Board meeting on March 20th
 - We will be implementing all three of the exams in Illinois
 - GED, TASK, HiSET
 - We are currently looking at the costs and resources that will be needed
- Supplements for the current GED test
 - Resources will be used to supplement the current GED test.
 - A code will be shared with the programs and they will provide it to teachers
 - The tests will be \$15.00 each instead of the regular \$30.00 for first time test takers.
 - 2nd and 3rd time test takers will still pay \$10.00
- Workforce Education Strategic Plan
 - Strongly encourage participation because we really need your feedback
 - Partnering with DCEO, Presidents Council
 - Staff from ICCB and DCEO will be going to Washington, DC for an infographics WIOA training and getting guidance on how to message WIOA.

Curriculum and Instruction – Chair, Lea Maue

Agenda Items:

Today's agenda included concentrating on recommendations on alternative ways to offer bridge programs. The committee agreed upon 3 recommendations.

Next Steps

The committee will meet through a webinar to finalize answers to the 4 bullet point questions charged to the committee.

Next Meeting Date: TBD through a Doodle (week of 4/17/15)

Data and Accountability – Chair, Max Wageman

Summary of Committee Discussion:

Creating partnerships with employers. Marketing plan for AE that informs students of our services, explaining pathways; information to employers regarding our students and their abilities. Hybrid and online classes for students.

Next Steps

Meeting, conference call April 14 at 11:30 a.m. to discuss recommendations and other issues.

Next Meeting Date: 4/14/15

Structure of the Recommendations

Jennifer Foster, Deputy Director for Adult Education and Workforce Development

- Explanation of the process of submitting recommendations that will be followed in the next meeting.
 - There will be less ICCB on the agenda and more of the council doing group work
 - Committee's will present their recommendations
 - The whole council will then have an opportunity to weigh in and 'tweak' as needed.

Next Meeting : May 21st , 10:30 – 2:00

Motion to Adjourn – 1:57 p.m.

First – Magxina Wageman

Second – Kim Kunce