

**Illinois Community College Board
Adult Education and Family Literacy
Advisory Council Meeting
Thursday, September 28, 2017
10:30 a.m. - 2:00 p.m.**

MINUTES

Members Present

Jeri Dixon
Elizabeth Hobson
Shayla Grantham
Reni Mitkova
Tom Huber
Lisa Jones
Arlene Santos-George
Stephen Alderson
Kathleen Dowling
Sue Barauski
Bevan Gibson
Sarah Goldammer
Matt Beasland
Dawn Hughes
Shari Crockett
Giselle Faggi
Elzbieta Chrzanowska
Kathleen Dowling
Khrystyna Sanborn
Kerry Urquizo
Sandy Snowden
Laura Vahlkamp-Anderson
Arlene Anderson
Karla Libera
Diann Duke
Mark Weidemier
Monica Foster

Staff Present

Brittany Boston
Nora Rossman
Nelson Aguiar
Jeff Newell
Jane Black
Ben Greer
Ben McDaniel
Jamil Steele
Jeff Newell

Members Not Present

David Wu
Carey Thacker
Rich Stempinski
Michael Matos

Introductions and Opening Comments

Advisory Council Chair, Elizabeth Hobson

- Introduction of entire council

Review and Approval of the May 11, 2017 minutes

Minutes Approved by Matt Beasland

Second by Jeri Dixon

ICCB Staff Updates:

Jamil Steele, Senior Director for Adult Education

- Thank you for serving! You were chosen because of your program's performance throughout the year.

- Adult Education Week
 - WIOA Webinar on September 26th was archived and is posted on the SIPDC YouTube Channel.
 - We are asking programs to post student success stories on our FaceBook page and the Educate and Elevate website.
- WIOA Summit – October 24-25
 - ICCB will pay the registration costs for 2 attendees per program.
 - This will be a good opportunity to collaborate and network on ways to integrate services.
- Administrators Meeting/Forum for Excellence
 - Both meetings were a great success!
- FY18 Allocations
 - We hope to have them out to the field the first part of October.

Ben McDaniel, Director for Adult Education – Program Compliance

- Welcome to Jane Black, Associate Director for Program Compliance
- Presented FY18 data to date ‘in a nutshell’.

Nelson Aguiar, Associate Director, ESL and Immigrant Issues

- The Succeed Act
 - Possible alternative to DAACA

Jamil Steele, FY18 Adult Education Advisory Council Structure and Responsibilities

- Jamil gave an overview of the structure and duties of the Advisory Council
- Jamil explained the committee charges.

COMMITTEE REPORT OUT

Comprehensive Student Support Services

Lisa Jones, Chair

Agenda Items:

Discussion of first 2 points

- Resources: Illinois Worknet (Career Planning, Labor Market info) how do we ensure that all adult ed. Students have access to these resources?
- How do referrals happen on a programmatic level?
 - South Suburban – program referrals are shared with One-Stop Center; Lisa brought up same-day service delivery issue when connecting w/one-stop
- What are barriers?
 - Poverty, lack of knowledge of services, language, transportation, childcare, mental health.
- How do we ensure that all resources are being leveraged in communities and that duplication of services are limited?
- Access is also an issue in areas with few one-stops/service providers – can adult ed providers become satellite offices for one-stops?
- How do we increase virtual services to adult ed providers?

Next Steps/Recommendations:

- Develop referral forms that are standardized across partners
- Common database/platform - biggest barrier to integrated services
- Can ICCB/Title 1 share expectations of one-stop RFP so that Adult Ed understands how to better leverage services?
- IDES/DCEO can provide brief presentation about services – next meeting emphasis on information sharing on partners (sharing service matrixes from MOU’s).

Next Committee Meeting Date:

- virtual meeting December/January

Curriculum and Instruction

Stephen Alderson, Chair

Agenda Items:

- Overview of what we are currently doing as far as technology in the classroom
- Identified different types of use of technology in the classroom and at a distance
- Created questions we need to reach out to others to get answered – will do with survey and making connections with other states, programs and providers

Next Steps/Recommendations:

- Committee members will contact other states and Canada about best practices
- Sub-committee 1 – create survey to send to field about technology and WIOA topics October 5th at 11:00 a.m.
- Sub-committee 2 – identify questions about data to ask Ben McDaniel

Next Committee Meeting Date:

- November 14 via phone conference

Next Meeting

- Virtual committee meetings – the week of January 15, 2018
- Face-to-face meeting – March 15, 2018

Motion to Adjourn –

Approved by Matt Beasland

Second by Giselle Faggi

Adjourned –1:30 p.m