

**Illinois Community College Board  
Adult Education and Family Literacy  
Advisory Council Meeting  
Thursday, May 24, 2018  
10:30 a.m. - 2:00 p.m.**

**MINUTES**

**Members Present**

Monica Foster  
Elizabeth Hobson  
Shayla Grantham  
Reni Mitkova  
Tom Huber  
David Wu  
Rich Stempinski  
Stephen Alderson  
Mark Weidemier  
Sue Barauski  
Sarah Goldammer  
Matt Beasland  
Dawn Hughes  
Giselle Faggi  
Khrystyna Sanborn  
Kerry Urquizo  
Sandy Snowden  
Arlene Anderson  
Diann Duke  
Michael Matos

**Staff Present**

Mackenzie Montgomery  
Nora Rossman  
Nelson Aguiar  
Jim Flaherty  
Jane Black  
Ben Greer  
Ben McDaniel  
Jamil Steele

**Members Not Present**

Carey Thacker  
Lisa Jones  
Elzbieta Chrzanowska  
Arlene Santos-George  
Kathleen Dowling  
Laura Vahlkamp-Anderson  
Karla Libera

**Introductions and Opening Comments**

Advisory Council Chair, Elizabeth Hobson

- Welcome to the final meeting of the FY18 Fiscal year.
- We will be finalizing recommendations to present to the board.

**Review and Approval of the September 28, 2017 minutes**

Minutes Approved by Matt Beasland

Second by Giselle Faggi

**ICCB Staff Updates:**

*Jamil Steele, Senior Director for Adult Education*

- All 81 Adult Education Programs FY18 Continuation Plans have been received.
  - ICCB Staff is currently reviewing all plans.
  - They are looking for points of demonstrated effectiveness, compliance, fiscal responsibility in all 14 areas.

- Looking for UPDATES, not just a repeat from past plan.
- Programs that have met the 44% NRS Performance Measure target will be approved.
- Those programs that don't meet the target will be divided into two categories:
  - Watch List
    - Your Regional Support person will work with you on professional development and internal practices to improve your program percentage.
  - Probation List
    - A letter will go to your CEO/Executive Director
    - With the help of Regional Support, you will create a Corrective Action Plan.
    - The plan should be reviewed and approved by Program CEO/Executive Director and Jamil Steele, Senior Director for Adult Education, Illinois Community College Board
  - More information will be forthcoming
- The Adult Education Strategic Plan Action Steps have been completed
  - The whole plan will be released on July 1, 2018
- NRS Core Performance Measures
  - Currently at a rolled up average of 40% and need to meet our target of 44%!
  - Currently 7500 students are eligible for Post-Testing!
- Your recommendations will be implemented in two ways
  - They will be added to the Provider/Policy Manual
  - Will be a part of ICCB's Adult Education goals/Professional Development going forward

*Jane Black, Associate Director for Program Compliance*

- ADA Reports are due by 6/30.
- End of Year Reports due by 8/15.

## **COMMITTEE REPORT OUT**

### **Comprehensive Student Support Services**

*Sarah Goldammer, Chair*

- ❖ *See Attached for Recommendations*

### **Curriculum and Instruction**

*Stephen Alderson, Chair*

- ❖ *See Attached for Recommendations*

### **Next Meeting**

September 20, 2018

### **Motion to Adjourn**

Approved by Jane Black

Second by Mark Weidemier

**Adjourned – 1:21 PM**