

**Illinois Community College Board
Adult Education and Family Literacy
Advisory Council Meeting
September 27, 2007
10:00 am to 2:00 pm
ICCB Office – 401 East Capitol Avenue
Springfield, IL 62701**

Members Present

Daisy Mitchell
Becky Hale
David Adcock
Rocki Wilkerson
Judy Bates
Susan Perez
Ewa Kulas
Mike Hoyt
Glenda Nicke
Joyce Fritsch
Kathy Citro
Kendra Humphreys
Kathy Mattingly
Cyndy Colletti
Cindy Zumwalt
Diana Barthelman
Durant Freeman
Jim Wakefield
Julie Wollerman
Raiana Mearns
Bevan Gibson
Jackie Thoroughman

Staff Present

Jennifer Foster
Karen Anderson
Nora Rossman
Tisha Smith
Kelly Danlow
Marilyn Schmidt
David Baker
Anna Nakashima

Members Not Present

Keri Lucas
Laura Pleasants
Gil Morrison
Gina Ruther
Lavon Nelson
Mark Nelson

- **Introductions and Opening Comments**
 - Jennifer introduced our new chair, Becky Hale.
 - Becky - introduced herself, discussed her background and thanked all for participating and taking on this responsibility.

- **Overview of 2007 Adult Education Advisory Council Activities**
 - Becky passed out a committee overview of FY07.
 - The common theme with all committees was the Peer Evaluation process.

- **Review of the May 31, 2007 Minutes**
 - Jackie Thoroughman made the motion to approve the minutes. Judy Bates seconded. The minutes were approved.

III. ICCB Staff Updates

Dr. Karen Hunter-Anderson –

- Thanked all for their work – it is essential now more so than in the past
- Working with IACEA to increase funding
- ICCB is trying to come up with Legislative agenda to increase funding
- We have worked closely with ISBE and IBHE – just got a copy of their strategic plan and their primary goal is to increase educational attainment of all Illinois residents.
- We are making a lot of progress advancing and improving transition issues
- We need to reduce remediation.
- Curricular alignment – new buzzword – we need to make sure Adult Education is not left out.
- Explained the reorganization that ICCB is currently going through – it will affect the advisory council positively.
- Our primary goal is to continue to be advocates for adult education and make sure it's part of ICCB's primary mission.

Jennifer Foster –

- Welcome to all new members and those who came back
- Because our staff is small, the advisory council is a huge help in tackling all of the issues in a timely manner.
- P20 Initiative – Adult Ed is at that table
- Allocations are out – appreciate your patience while we worked with things we had never experienced before. As things progress for next year we will work closely with IACEA to ensure additional funding for Adult Ed.
- COABE Conference – April 2008.
 - If you have anything exciting you would like presented please submit to COABE membership
 - Permission has been granted to send more than one person so please pass the word and send staff.

- At the fall conference we will have pre-conference meetings for administrators to talk about important issues.
 - We are in 3rd year of Funding Formula – the ICCB staff has met and we will be laying out plans for next year and this will be presented at the pre-conference.
- ICCB is looking to do an Economic Impact Study to deliver message of the importance of Adult Ed.
- Senate Bill 853 was signed. It seeks to clarify minimum age for GED testing. As of 6/1/08 the age of testing will be 17 with only two exceptions.
- Will be meeting with members of the Regional Superintendent's office to discuss increasing GED fee to offset district funding.

FY08 Adult Education Advisory Council Structure

- Jennifer gave an overview of Advisory Council & committee structure
 - Please remember to RSVP to each meeting
 - Minutes will be posted on the website after approved by the council
 - Priorities posted are not limited – please feel free to discuss additions or changes with your committee

Evaluation Structure

- Marilyn Schmidt discussed the draft of the Peer Evaluation

Vision and Goals for Adult Education

- This was moved to January meeting because of time constraints
 - Each committee will discuss goals individually

Committee Meetings

Policy Studies, Research, and Accountability Committee – Joyce Fritsch, Chair **Agenda Items:**

- Discussed ICCB priorities
- Selected priority to address first – relationship between local enrollment, students served in an APC and Index of Need
- Developed a work plan

Next Steps:

- Doodle a date for a conference call after ICCB puts together a spreadsheet of data from FY06, FY07 and early FY08.
- Another analysis will be done with more FY08 data in march

Next Meeting – Will 'doodle' a date for a meeting to be held after the first of the year.

Student Support and Transition Services Committee – Glenda Nicke, Chair

Agenda Items:

- Where in continuum of programming do support services need to occur?
- What are key touch points?
- What data will help us identify touch points?
- What are the general things that need to happen?
- How do the answers to these questions drive curriculum?
- Who do we need to connect with because can't do this in isolation?

Next Steps:

- Numbers will identify key touch points and what needs to happen then from their perspectives and experience.

Next Committee Meeting – Will meet at ICCB sometime in January

Professional Development, Training, & Marketing Committee – Bevan Gibson, Chair

Agenda Items:

- Discussed sections of peer evaluation document (Outreach & Public Relations) and Professional Development – made suggestions to the draft.
- Prioritized – Marketing #1 – discussed groups to market to large publications, program level, legislators, etc...
- Developing a marketing tool for programs using AEFL report to Governor and success stories.

Next Steps:

- Conference call to discuss the different audiences and the message to tell them
- Members will discuss other states marketing profiles and how Illinois can do our profile.

Next Committee Meeting – 11/14/07 at 10:00 a.m.

Curriculum and Instruction Committee – Susan Perez, Chair

Agenda Items:

- Review Peer Evaluation instruments.
- Set our tasks for the year from ICCB given charges – prioritize
- Decide process to complete.

Next Steps:

- Review vocation survey
- Gather a conference call

Next Committee Meeting – Conference Call on November 29 at 2:30 p.m.

General Discussion and Announcements

- Schedule of FY08 meetings was passed out to add to binder – dates are as follows:
 - January 24
 - March 27
 - May 15

Next Meeting

- Next meeting is January 24 – **Jennifer asks that Committee Chairs arrive at 9:15**

Adjourn – 1:15 p.m.