

**Illinois Community College Board
Adult Education and Family Literacy
Advisory Council Meeting
Wednesday, March 21, 2012
10:00 a.m. - 2:00 p.m.**

MINUTES

Members Present

Jeri Dixon
Chuck Chamberlain
Rebecca Walker
Shannon Callahan
Kay Fleming
Don Zabelin
Peggy Heinrich
Shari Crockett
Donita Kaare
Tauheedah Abdullah
Dawn Hughes
Sue Barauski
Nancy Koll
June Hickey
Bevan Gibson

Staff Present

Jennifer Foster
Marilyn Schmidt
Nelson Aguiar
Nora Rossman
Rob Kerr
David Baker
Jay Brooks
Nelson Aguiar

Members Not Present

Angela Hite-Carter
Beth Paoli
Cindy Zumwalt
Jane Ellen Stocker
Nicky Chan
Jason Tyszko
Tawanna Nickens
Lyn Buerkett
Nathan Wilson

Introductions and Opening Comments

Advisory Council Chair- Peggy Heinrich

- It was great to see so many at IACEA.
- Provides regular updates to ICCB Board, and the board is impressed with how much the council has accomplished this year.

Review of the September 29, 2011- Minutes

- Bevan Gibson moved to approve with a second by Rebecca Walker.

Updates

Jennifer Foster, ICCB Senior Director for Adult Education and Family Literacy, on behalf of Geoffrey Obrzut, President/CEO.

- Pension and Medicaid changes are being discussed at the Governor's office at the State level.
- A work group will be convening to look at Medicaid and Pension as well they tackle the surmounting debt we have in the state.

Ellen Andres, ICCB Chief Financial Officer

- The Governor has committed to level funding in education and Adult Education will also be level funded.

- The General Assembly is very friendly to education and adult education so we feel confident that we will maintain this level funding.
- The General Assembly passed legislation that said higher education has to be part performance based. Adult education has always had it.
- In the Performance Based Funding Committee we had people ask why we wanted to include AE and CTE. We had heated discussions but ended up agreeing that we would have performance indicators.

Jennifer Foster, ICCB Senior Director for Adult Education and Family Literacy

- The ICCB is making sure that Adult Education is able to meet the national agenda of moving more students into higher education.
- At the end of April is IACEA Awareness Day and this is a good opportunity to connect with your legislator.
- Jennifer and Jay Brooks will be traveling to DC for the State Directors meeting.
 - Adult education at the federal level is level funded. However, there is a 2% rescission across all federal programs which will mean a cut in adult education funding for FY2013. The federal allocation is based on census information collected by the American Community Survey. Index of need numbers have gone down in Illinois because the population has gone down
- Pell Grant changes
 - As of July 1st, 2012, the ability to benefit will no longer exist. This eliminates those individuals who would have benefited if enrolled in the Accelerating Opportunity programs.
 - The good news is that in Illinois these students will still be eligible for ability to benefit under Map.
 - The bad news is this money usually dries up very early in the year.
 - The board is working on legislation that would set aside a pot of money from Map for our students.
 - The family income is moving from \$30,000. To \$23,000.
 - The number of semesters has decreased from 18 to 12
- In Washington State, they have established an Opportunity Grant to help student enrolled in the IBEST program. The ICCB is investigating an IL specific Opportunity Grant.
- The Central Service Center is working on the Standards Alignment Project. A team of experts will review the draft document and provide comments back to the Alignment Committee.
 - Our goal is to have individuals place at the highest level of developmental education or to place into college credit programs
 - The alignment should be completed by July 1st, with the development of curriculum alignment institutes, as well and the development of professional development for instructors.
- Accelerating Opportunity
 - Eight colleges are participating and are making progress toward meeting the high expectations of the grant, including as a state the attaining 2500 to 3600 credentials.
 - The ICCB will have expansion opportunities to share this information statewide and include other providers in the process.
- GED Testing Updates
 - We have been working on developing a plan to move to the CBT process.
 - We are also investigating alternatives. The alternatives won't be available until 2015.
 - We are moving forward with the computer based testing process and we are readying testing centers for the process.
- Federal Monitoring Visit (May 21-25, 2012)

- Focus area is going to be looking at Illinois data. We have not met our performance targets and with an examination of the data a mid-year, we will not meet them for the current fiscal year.
- The Federal team will also be looking at best practices and will be traveling to selected programs for visits.
- Great are happening in Illinois and we are excited to share these things with the Federal Team.
- The Adult Education team will be re-writing the Adult Education manual.
- The State Plan – due April 1, 2012
 - Jennifer will be sending out an e-mail asking for advisory council review and comments.
 - Turn around for your comments must be quick but is not required.

Marilyn Schmidt, ICCB Director for Adult Education and Family Literacy

- Regional support staff has been and will be contacting programs about your data and your action plans.
 - Many action plans were not implemented until later in the year and so data is not complete. We want to get you as close to your goals as possible. We will be working with programs one-on-one to provide technical assistance.
- EBRI Plans
 - Plans are currently being reviewed and putting together a technical assistance needs and associated training. This process is just beginning and we will be contacting you soon.
- APC Plans
 - Some have been approved and some are still awaiting approval because changes are needed by Area Planning Council.

Jay Brooks, ICCB Associate Director for Adult Education and Family Literacy

- Provided updates on NRS changes for FY 2013.

Committee Reports

Curriculum and Instruction – Chair, Kay Fleming

Summary of Committee Discussion:

Effects of the new GED assessment on curriculum and instruction –

Curriculum and Materials –

- New test aligned with Common Core. Completely new curriculum needed.
- Who will have text books available for distribution?
- Software programs
- Technology skills added to curriculum
- Program design – subject specialists (reading, writing, math, technology)
- Cost of materials may rise dramatically

Technology

- Technology necessary in all classrooms. Problem in some distant locations, i.e. churches, town halls
- Must be integrated into curriculum
- Will require technical support
- Will affect program budgets. More dollars spent on technology reduces class opportunities, which reduce seats available for students, which reduces the number of students.

Training

- Delivered by SCN, online, other possibilities?
- How should training be delivered?

- Teacher training for content standards and delivering lessons using technology and teaching technology
- How to develop own tests that include multiple select
- Timing for training to be ready for new test transition

Assessments

- Are current initial assessments still appropriate?
- CB assessments will be difficult for remote class locations.
- New test items – teachers will need to be able to adapt. Fewer multiple choice, more extended response, multiple select, drag and drop
- Assess student technology skills

Budget

- Technology – more money needed
- Training – more money needed
- Budget restrictions – i.e. 5% max in program support in Fed Basic grant
- Look at from program standpoint relative to cost to add technology

Marketing

- Have fast-track classes available
- Start informing students during FY13
- Testing spots/testing seats will not be available. Influx of testers

Students

- Cost of test prohibitive
- More stringent learning standards
- Need technology access and skills

Next Steps/Recommendations:

Recommendations for planning for the new test will be submitted at next meeting.

Data, Research and Accountability – Chair, Rebecca Walker

Summary of Committee Discussion:

Adapted from earlier idea of “web-tools”

- Take idea of “using data to inform decisions” and incorporate into physical trainings or on-line
 - Regional
 - APC
 - Program level
- Infuse into professional development continuum
 - Help programs create a culture of looking at data to inform decision making

A series, continuum with depth of information and length

- Informing decisions with data
- Targeted toward specific roles
 - Administrative
 - Institutional
 - Transitions
 - Case managers
- On-line trainings
 - Multiple “modules” (30-45 minutes)
 - With live trainer
 - “assignment” – session on own and looking at program data
 - Live trainer – follow up, findings, questions

Look at Required/Static Reports

- What questions do they answer?
- Questions to answer:

- What are models to deliver?
- How does it fit into professional development spectrum?
- A data “track” – fundamentals, DAISI specific, module specific, testing, ATT, DMT

DAISI – “Help”

- Look at “Guide”
- “Pinteho”
- **I**ntro **C**onnect **A**pply **R**eflect **E**xtend

Next Steps/Recommendations:

1. List of reports
 - a. Required
 - b. Static from Jay
 - c. Guide
2. Final Recommendation
 - a. Data “track” in professional development
 - b. Basic modules would be accessible to the ‘Excellence’ website

Assessment – Chair, Bevan Gibson

Summary of Committee Discussion:

Today’s discussion was developing a technology assessment for orientation. We plan to develop a technology rubric. We reviewed student standards and profiles from the International Society for Technology in Education. The rubric should include transferrable skills. The committee wants to ensure teachers will be able to use the rubric in the programs.

Next Steps:

Purchase the NETS for Student Curriculum Planning Tool for each committee member to review to assist us in putting specific technology skills into the rubric.

The committee will have a conference call before the next meeting.

General Discussion and Announcements

Jennifer Foster, Senior Director for Adult Education and Family Literacy

- At the next meeting we will have laptops available for you to type up your final recommendations
- We will also recognize those who won’t be coming back in the next fiscal year. We are so thankful for all of you here and in the field.
- The Board also recognizes that Adult Education is doing a lot of good work and a lot of that recognition comes from this committee.

Next Meeting – Thursday, May 31st

Adjourn – 1:54 p.m.