

**Illinois Community College Board  
Adult Education and Family Literacy  
Advisory Council Meeting  
May 15, 2008  
10:00 am to 2:00 pm  
Illinois Community College Board**

**Members Present**

Becky Hale  
Joyce Fritsch  
Susan Perez  
Kathy Citro  
Glenda Nicke  
Cindy Zumwalt  
Bevan Gibson  
Laura Pleasants  
Julie Wollerman  
Daisy Mitchell  
David Adcock  
Ewa Kulas  
Rocki Wilkerson  
Durant Freeman  
Kendra Humphreys  
Keri Lucas  
Diana Barthelman  
Kathy Mattingly  
Mike Hoyt  
Judy Bates  
Jackie Thoroughman

**Members Not Present**

Raiana Mearns  
Gil Morrison  
Cyndi Colletti  
James Wakefield  
Holly Lawyer  
Mark Nelson  
Lavon Nelson

**Staff Present**

Jennifer Foster  
Karen Anderson  
Tisha Smith  
Kelly Danlow  
Marilyn Schmidt  
Anna Nakashima  
Jay Brooks  
David Baker  
Jennifer Miller

### Introductions and Opening Comments

• Rebecca Hale, Chair – provided opening comments with a review of activities from the last meeting

- Professional Development, Training and Marketing
- Policy Studies, Research and Accountability
- Student Support and Transition Services
- Curriculum and Instruction

### Review of the March 27, 2008 Minutes

• David Adcock moved to approve the minutes and Judy Bates seconded.

### Joyce Foundation “Shifting Gears Initiative”

- Jennifer Foster provided information on the Joyce Foundation “Shifting Gears Initiative”. Jennifer discussed the three policies that would have a direct impact on adult education: Program, Course Approval, Allowable activities under AEFL funding for bridge, and Student Support Services.

### Administrator Meeting Discussion

- Chairs of each committee discussed the outcomes of their committee discussions at the administrators meeting.

### Committee Meetings

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

Agenda Items:

- Report from Mike Hoyt
- Administrators’ Meeting discussions
- Funding Formula

- Relationship between local enrollment, students served in an APC, and Index of Need
- Comments from Fall Conferences
- Administrators' meeting discussions

**Next Steps:**

- Maintain TABE as the State mandated test
- Continue the research on the funding formula
  - Review ESL weightings and emphasis in the Index of Need and the formula
  - Add Bruce Bennett and David Ault to the staff available to the committee to explain the fine details of the funding formula
  - Are there other census tracks that could better define our population

**Next Committee Meeting** – None scheduled.

***Student Support and Transition Services Committee*** – Glenda Nicke, Chair

**Agenda Items:**

- Assessment and advising need to start early and they are ongoing activities. Assessment is more than a TABE score – interests, support service needs, barriers, aptitude, etc.
- Advising involves career exploration but also life skills.
- Academics, ABE, Literacy, ASE (many levels), ESL

**Next Steps:**

- ICCB Staff will go over flow charts and make decisions on focus – overtones, particular populations, specific bridges.
- Ask ICCB review transition plans in continuation plans and select candidate for transition group.
- Next year look at different types of transitions and focus on specific types. Involve ad hoc groups to focus on specific area.

**Next Committee Meeting** – None scheduled

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

**Agenda Items:**

- Develop explanation of the marketing tool
- Determined information to include in Profiles for marketing tool
- Discuss Advisory Council sessions at administrators meeting.

**Next Steps:**

- Nathan will get the data necessary for the Profiles
- Bevan will add the components to the tool completed today and e-mail to all committee members
- We recommend next years committee continue the work done on the marketing tool by completing the consideration and action components and work on what issues may arise from transition.

**Next Committee Meeting – None scheduled.**

***Curriculum and Instruction Committee – Susan Perez, Chair***

**Agenda Items:**

- Discussions of Vocational skills training defined
- Review analyses of survey results
- What else is needed –
  - More data and analysis
  - What has been done in area of vocational education
- Large issue with large implications

**Next Steps:**

- Implications are large – continue work of defining vocational skills training.
- Clarify definition in manual – remove secondary level and replace “to include ABE and ASE
- Recommend that ICCB look at developing a model that aligns itself with career clusters to occupational skills.
- Gather task force to develop model and consider DAISI results for 08.

- Perkins career and technical education – career clusters
- Determine elements for course approval
  - List of appropriate skills to develop curriculum
  - Necessary competencies and way of demonstration
  - Practicum/clerical to be paid thru AEFL funds

**Next Committee Meeting – None scheduled**

**ICCB Staff Updates:**

- Jennifer Foster discussed the following:
  - WIA Incentive Funds: Because Illinois met the negotiated performance targets, as a state we are eligible to receive incentive funds.
  - Federal Funding: An approximate 1.79% decrease in federal basic and 4.6% decrease in EL/Civics funds. (Civics is based primarily on population.)
  - GED Testing Policy Change: See the attached memorandum which provides information on minimum age clarification effective June 1, 2008.
  - Funding Methodology review: ICCB staff has begun the review of the methodology and will continue this process into the fall.
  - Intent to fund Letters: If the budget is not passed, the ICCB will send out intent to fund letters by June 30, 2008.
- Dr. Karen Hunter Anderson discussed the following:
  - ICCB Budget: Level funding for adult education for state.
  - ICCB Latino Taskforce: The ICCB will form a taskforce designed to examine Latino issues community colleges.
  - Illinois Board of Higher Education (IBHE): The IBHE have held hearings around the state to discuss the Public Agenda. Encourage programs to attend. One of the items on the agenda will look at Adult Education. Information is on the IBHE website: [www.ibhe.org](http://www.ibhe.org).

- David Baker provided the dates of the Adult Education Administrators meeting: August 12-14, 2008.
- Marilyn Schmidt updated the council on the Evaluation process. Marilyn reported that 4 of the 5 Peer Reviews have been completed. Last one to be completed in June 2008.

**Next Meeting:** Thursday, September 25, 2008

**Adjourn:** 1:50 p.m.