

IAACE Board Meeting

Fort Harrison Inn & Conference Center
August 18, 2017
1:00 P.M. - 3:00 P.M.

Mission: To advocate for adult education in Indiana.

Vision: We cultivate leaders who advance adult education for stronger communities in Indiana.

1) Call to Order-Rob Moore

- a) Present: Sheila Butler, Brandi Cardwell, Jeff Clutter, Michelle Davis, Jerry Haffner, Jan Helman, Pat Griffin, Mandi Logsdon, Rob Moore, Ted Pearson, Polly Redmond, Natalie Reuter, Laura Smart, and Jennifer Wigginton
- b) Absent: Lauren Bell

2) Approval of June Minutes-Natalie Reuter

- a) Motion to approve made by Michelle, seconded by Ted. All approved.

3) Treasurer Report-Jennifer Wigginton

- a) Balances
 - i) TCU checking: \$ 3,422 June; \$2,092 July
 - ii) Savings: \$5,011 June, \$5,012 July
 - iii) Fifth Third: \$ 1,000 June; \$51,035 July
 - iv) Disbursements included: contract labor, mileage reimbursement, conference expenses, meeting expenses, accountant expenses
- b) Motion to approve made by Jan, seconded by Mandi. All approved.

4) State Adult Education Update-Jerry Haffner, DWD

- a) DWD suggest the PDF system would be a vehicle to increase IAACE membership. There are 30 PDFs across the state. Dan Devers from DWD would be willing to share contact information for all PDFs.
- b) DWD spoke with DRC to advocate the importance of the HSE across the state and country. This is of concern because the number of HSE is decreasing across the country, including in Indiana. However, regionally, Indiana is higher achieving than other mid-western states.
- c) The US Department of Education now requires Integrated Education & Training.
- d) TABE Test was developed in 2002. It is not near the level of difficulty of TASC. Last October DRC submitted TABE 11 & 12 for approval to ensure it is reliable and valid test. Appointments at the federal level have not occurred and therefore; the approval process has slowed.
- e) NextLevelJobs.org was recently announced by the Governor. This program allocates 21 million dollars for students to enter training and for employers to train employees. Anyone who visits the website markings that they do not

have a HSE or HSD will be contacted by a DWD AE team member by phone. DWD will refer the students contact number and interest details to the local program Director/Coordinator.

5) SWIC Report-Rob Moore

- a) SWIC role: state advisory committee to the Department of Workforce Development
- b) July 20 meetings notes:
- c) SWIC sector strategies taskforce established 4 goals: determine how to provide sustainability of sector partnerships, set statewide performance metrics, develop a 3 year strategic plan, and develop taskforce deliverables.
- d) Next Indiana Sectors Summit on November 14 and 15 at 502 E. Event Center in Carmel. Registration information can be found on DWD's website.
- e) SWIC work & learn taskforce established 4 workforce learning goals: increase stakeholder's work-based learning understanding, collect data, use IndianaCareerReady to connect business and participants, and develop a marketing plan.
- f) SWIC youth committee: continues to finalize work ethic certification. Indiana JAG received a 5 for 5 at the national JAG level. They plan to expand to 30 more schools and 2 Ivy Tech locations in Ft. Wayne and Indianapolis.
- g) Theresa Lubber & Commission Braun are working with higher education to promote short term certificates in five sectors.
- h) DWD is running the third round of the Skill Up grant which is due in early November.
- i) Gretchen Gutman from Cook, Inc. and Broadview Learning Center shared their career pathway program. After students received their HSE & WorkKeys certification they are fully employed by Cook. You can learn more by visiting YouTube and typing in Jim's Story.
- j) All meetings are open to the public and web streamed on the DWD website.

6) Indiana Literacy Association Update-Pat Griffin

- a) Annual meeting at on September 29 at 1:30 on a go-to-meeting
- b) IAACE moves forward solidifying a partnership with ILA, bringing ILA on as members, and the transformation of ILA to become an 501(c)3 arm of the IAACE.
- c) Motion to approve made by Jeff, seconded by Mandi. All approved.

7) Committees

a) Advocacy-Jeff Clutter

- i) The Education and Elevate campaign is working to capture success stories between adult education and business. Send stories to Brandi
- ii) Adult Education Family Literacy Week is September 24-30.

- iii) Continue to encourage representatives to visit your program especially those officials who are up for re-election.

b) Communications-Brandi Cartwell

- i) Each committee please send Brandi write ups.
- ii) The IAACE has access to go-to-meetings. Contact Brandi for more information.

c) Professional Development-Sheila Butler

- i) No new news

d) Membership-Mandi Logsdon

- i) The IAACE continues to get new members. IAACE now has 462 members.
- ii) Organizations can join pro-literacy for a \$99 membership fee. Membership offers discounted materials.

e) Mentoring-Natalie Reuter

- i) No new news

f) Conference Committee-Michelle Davis

- i) Meetings will continue to be held after the board meeting.

8) Other Business

a) Old Business

- i) COABE is hosting Capitol Hill Day on September 26, 2017. Representative is responsible for establishing meetings with local representative to tell the adult education story and why it is important to continue to fund. COABE will cover travel cost. Representative is encouraged to bring a student representative. A \$1,000 student scholarship is available. Motion to approve to send Natalie to represent IAACE at Capitol Hill Day made by Polly, second by Laura Smart. All approve.
- ii) COABE Virtual National Conference is on October 25 and 26, 2017. The IAACE can fund this for all members at a cost of \$500. Motion made by Jan to pay for the COABE Virtual National Conference as a member benefit to meet the DWD Professional Development requirement, second by Ted. All approve.
- iii) AAACE Conference is held in Memphis, Tennessee on October 31-November 3. The IAACE can name three people to attend at a discounted rate. Motion to approve to send Laura Smart at a discounted rate made by Michelle, seconded by Shiela Butler. All approve.
- iv) ILA representative needs to be appointed on the IAACE board. Motion to approve Pat Griffin as the ILA representative on the IAACE board by Pat, seconded by Jan. All approve. Pat accepts this motion.
- v) Next meeting Friday, September 15, at VU from 10-12.

b) New Business

- i) Brandi will call to find out more about renewing insurance under the AAACE for the IAACE Conference and bonding insurance for Treasurer.
- ii) Announcements: Next meeting will be held on Friday, September 15 at VU.

9) Adjourn Board

- a) Motion to adjourn made by Rob, seconded by Mandi. All approve.