

**Minutes December 6, 2007 Advisory Committee on the Transfer of Adult Career
Technical Programs**

Attendees: Jon Tafel, David Burns, Ron Abrams, Roy Church, Robin White, Terry Thomas, Rick McIntosh, Howard Lawson, Chris Pfister, Dan Evans (for Kathy Krendl), Marianne Krismer (for Monica Posey), Mark Nutter, Viki Kaszonyi (for Sherry Minton)

Jon Tafel and David Burns welcomed the Advisory Committee and discussed plans for a January meeting. The plan includes a retreat/dinner on January 14th and a morning session that lasts until noon on January 15th. Patty Klein will send out the details for the January meeting.

Jon Tafel reviewed the agenda for the day. The committee reviewed the vision statement with guiding principles and a strategic framework on how this committee could best perform its work. Three subcommittees were suggested that may draw on additional resources and external constituents. During the second half of the meeting, it was proposed that members will be asked to volunteer for a subcommittee and the smaller subcommittees will meet for the last hour of the meeting to begin their discussions.

The Committee looked at the vision statement that had been reworked to include the comments of the advisory committee from the November meeting.

Overall the statement was positively received. Observations included:

- The statement, though wordy, incorporated all the necessary elements.
- Committee members who shared the statement with audiences in the business community before the meeting were pleased with the statement and found it showed a focus on their needs.
- Perhaps we should not use "industry driven" but perhaps "market" or "employer" driven.
- The focus on access, affordability and quality are a part of the chancellor's strategic plan so it shows alignment with that plan.
- The idea of paying good wages for industry driven skills is an idea taken from the WIA group.
- There is a need to not just meet employer needs, but exceed them.
- The first two thirds of the statement reflect individual needs, and the remainder addresses the employers.

The Committee considered the core principlesobservations included:

- The principles do not acknowledge that the assets that currently exist are sufficient to meet the needs. We need to determine that we have the right pieces in the right places to meet the needs of business.
- In addition to being demand driven, we need a visionary aspect included in the principles. The workforce needs of the future need to be addressed.
- Should mention the need to build capacity.....we have some structure in place but there is a need for more.
- The principals are to instruct the Committee and to help keep it focused on the work as opposed to the vision, which is for the public.

- The Committee might want to break the third principle into three bullet points.
- The phrase “of time and place” in the third bullet point was confusing to some. In response, it was noted that the phrase referred to the notion of transparency and the idea that the system should be easy to understand and navigate. Students should be able to walk into the system at any point and know how to succeed in the system. That is, there are multiple pathways in the system. Whatever pathway a student is on should still lead to success.
- The system should have performance measures.
- It would help if we could say that we can lower the costs of education and perhaps reinvest the savings to continue to build the capacity. We should be able to do more with adult workforce funds. We need to be able to show value to the public--a dollar value savings
- Don Van Meter will work with that bullet point and refine it.
- An important part of the plan is that credits move with the student. Any credits earned at the associate degree level should transfer with the students. This is the work of the Articulation and Transfer group and it is important part of the picture.

Jon Tafel and David Burns then discussed their ideas for subcommittees. From the beginning of planning for this advisory committee, they knew to accomplish the tasks, there would be a need to break down into smaller groups. Also, it was encouraged that the subcommittees invite others into the process who have the expertise to help with the advisory committee work. The subcommittees should meet in between the advisory committee meetings and bring information to the larger group. The committee was asked if these three areas are the correct ones.

Theme: Connecting Learning with Economic Success

1. Offering Demand Driven Services: What we offer will meet the needs of student and business?
2. Ensure Aligned Adult Learning Experiences : How do we offer high quality and cost effective options?
3. Improve Access and Affordability : Students—do they know it is there and can they afford it?

There is some healthy overlap between groups. It is recognized that the nature of our work will interconnect. We will look at the same issues from different perspectives, and reinforce the importance of each.

Before the members broke into their advisory groups, a pilot version of a website was shared with the group. The website will provide information on the charge of the committee, the names and contact information of the committee members, meeting information and general information on the Adult Career Technical programs. In addition there will be a comment sections where the public can write in and comment on the process. The website was developed in recognition that communication is a key in keeping stakeholders and the public both informed and involved in the development of the workforce education system and transfer.

A short break was called during which committee members signed up for subcommittees. After the break, the subcommittees met for a brief period to plan for their needs and next steps.

The committee reconvened and a liaison from each group to provide reports on their needs and next steps. Below is a synopsis of the comments from each group:

- 1) Improving Access and Affordability (members: Robin White, liaison, Howard Lawson, Monica Posey, Mark Nutter)
 - The concept of retention wasn't originally included and the subcommittee thought it important to include.
 - The Subcommittee will bring in someone from the Ohio Learning Network (OLN) to work with the Subcommittee.
 - A better understanding of the data on financial aid and perception of affordability is needed.
 - They may have focus groups with students and employers on navigating the system.
 - A conference call will be scheduled for next week.

- 2) Alignment (members: Ron Abrams, Liaison, Sherry Minton, Roscoe Schlachter, Rick McIntosh)
 - Subcommittee is still identifying different external people to add to the team.
 - Will break into smaller subgroups to play different roles. They have identified the areas, but not the people and will discuss this with Jon offline.
 - They asked for a template for their work and a copy of their charge.

- 3) Demand Driven (members: Roy Church, Liaison, Chris Pfister, Terry Thomas, Kathy Krendl)
 - Also requested a template to provide consistency.
 - Terry Thomas will take the lead on recommendation to draft change.
 - The Subcommittee request a representative from Ohio Department of Development (ODOD) to understand ODOD's strategic goals.
 - Want to engage workforce learning and consider linking curriculum to degree requirements using industry based credentials.
 - They want to consider a customized training component.

Jon Tafel noted that an outcome for each of the committees might be a one page template of the issue and the recommendations around the issue. The issues will then be brought back up to the formal advisory committee for additional discussion. He suggested that the recommendation be as specific as possible. We want to suggest as many strategies as possible that are workable for the state.

Don Van Meter noted that he can see a final report coming out from the advisory committee that has a few parts. First a short term, this biennium focused recommendation. Then a recommendation that focuses on the next biennium, followed by a recommendation of what should happen over the next 10 years.

Next meeting: January 14th and January 15th. (A representative from Illinois will provide an overview of Illinois' experience with the transfer of their programs.)

Meeting was adjourned at 4:00 pm.