



## State Council for Adult Literacy Education Services

Meeting Minutes  
Department of Labor  
13<sup>th</sup> Floor Auditorium  
Trenton, NJ 08625  
Wednesday, November 2, 2016

**Attendance:** Hal Beder-Acting Chair, Kate Butler-Department of Community Affairs, Nancy Fisher-Jewish Vocational Services, Renee Ingram-Department of Human Services, Christina Quin-Office of the Secretary of Higher Education, Mimi Lee-New Jersey State Library, Barry Semple-Co-Chair, Jessica Tomkins- LITERACY New Jersey, Joanne Hala-United Way, Brigette Satchell-Rowan College at Gloucester County, Howard Miller-New Jersey Department of Labor & Workforce Development, Maureen O'Brien-Murphy-New Jersey Department of Labor & Workforce Development. Gary Altman-State Employment & Training Commission

### **Welcome, Introduction and minutes**

Acting Chair Hal Beder thanked the members for attending and asked those in attendance to introduce themselves and the organizations they are representing. He made a motion to approve the minutes from September 7, 2016 which were unanimously approved.

### **SETC Update**

Acting Executive Director Gary Altman provided the SCALES members with the following update:

- ❖ Certification for the final three (3) Workforce Development Boards are scheduled to be approved by the SETC at the November 15, 2016 Commission meeting.
- ❖ A checklist consisting of 35 to 40 questions, developed and approved by the SETC was distributed to help WDBs increase their role in the system.
- ❖ One-Stop complete procurement will require local areas to follow their local procurement requirements and work with local elected officials
- ❖ Local plans are due to the SETC in December, and the SETC has 90 days to approve the plans.

### **Local Adult Education Delivery System**

Howard Miller informed the group that Rutgers University has been contracted to conduct professional development training, to **identify needs** around College



Readiness Content Standards. Mr. Miller also indicated that LWD anticipated the NGO was anticipated to be released in January 2017. The NGO would be a multi-year grant proposal to ensure “fair and equitable access” to and within local areas. He further indicated that local areas would be engaged to review proposals from within their areas to determine “alignment with local priorities and provide feedback to LWD”.

Mr. Miller stated the importance of long term interaction with the Workforce Development Boards. He also said that the USDOE wants a 60% performance level and indicated that New Jersey was currently at 40%. We should use the USDOE to get standards for providers. It was mentioned that selecting a good lead for a professional curriculum would build performance levels.

There was a discussion concerning WIOA and Title II with regards to low literacy levels in adult education. How adults could be brought into the Title II program to prepare them for placement tests using remedial instruction, and the certification can then be linked to credits. It was also mentioned that adult education affects college retention rate. Another helpful suggestion mentioned was NJlink, a computer support network which can link students together. Another mentioned was learning links, a software that is statewide driven. There was a question as to how low literacy is defined. With welfare reform, below fifth grade is low literacy.

### **Policy Statement**

The draft Policy Statement was shared with members and reviewed. Members were asked to provide their feedback so that adjustments could be made and the document finalized.

### **Literacy Populations/Targets**

The Chair asked members to provide an update to the group on initiatives underway within each of their organizations as they relate to literacy.

An update from Gloucester @ Rowan indicated they do not refer students to remedial courses within the college but rather to Title II funded programs. They do this in an effort to save the student’s Pell grants to be utilized for credit courses once remedial needs are fulfilled.

A question was raised regarding the existence of a tool or list with identified Adult Literacy Funding. An Asset Map was suggested. The Chairman indicated that an Asset Map had been completed many years ago. A brief discussion about the value of an asset map in an effort to break down silos around funding.



An additional discussion around the Learning Links and how the software based, self-paced program is proctored, and allows a person to succeed.

**Discussion**

- ❖ Additional discussion around the need to define literacy, consistency in definition (and level) is needed.
- ❖ How the roles of the community colleges could be increased in local systems.
- ❖ Community Affairs provided an update on the Community Service Block Grants and their ability to assist with literacy needs, as well as other needs of clients served in communities.
- ❖ A final statement was made around the need to clarify the goal of the policy statement to ensure the end product reflects the purpose.

**Adjournment**

Acting Chair Hal Beder made a motion to adjourn the meeting which was approved and adjourned at 11:50.