

# Coalition Of Lifelong Learning Organizations

September 18, 2006

## Meeting Notes

PRESENT: C. Anderson; M. Buckner; M. Lakin; M. Shinn; P. Greasley; A. Charters; R. Gilman; G. Edwards; T. Kowalik.

## Reports/Discussions

P. Greasley reported on status of efforts to reincorporate COLLO. M. Buckner suggested COLLO might be able to utilize previous CAEO incorporation and notify authorities of a change in organization name. Discussion led to motion to authorize officers to hire/work with an attorney to move the process forward.

P. Greasley reported on the status of efforts to develop a COLLO website. He distributed two different graphics to demonstrate how the COLLO site might look and led a discussion about various pricing and functional options available for websites. Members decided to table the decision about developing a website until COLLO has a better defined action agenda.

M. Shinn reported on fiscal status of COLLO. Approximately \$15,000 is available in the COLLO account. A checking account has been established. Membership invoices will be sent out. (See Decisions/Actions)

P. Greasley reported that the value-added project generated some preliminary interest, but appears to have stalled. M. Lakin suggested this topic may have been too complex for COLLO to take on this early.

T. Kowalik reported that the Lumina project and corresponding proposal presented by R. Wlodkowski was not funded. M. Lakin informed the group she had heard CAEL was undertaking another project with Lumina funding and that perhaps the project had been modified.

Participants spent time discussing and generating ideas on how we might energize COLLO and develop an action agenda to demonstrate the organization's value and strengths. The discussion was exciting and generated a number of ideas. M. Lakin suggested capitalizing on the work of others and determining where the COLLO agenda might intersect. She mentioned that the Spellings Commission had published its report on "The Future of Higher Education" and that a considerable amount of attention was given to continuing education in that report. (See Decisions/Actions) The group discussed the efforts undertaken by the State directors of Adult Education to increase national awareness about the needs of adult learners. Also discussed was the work of the National Governors Association on projects titled, "Pathways to Advancement: Expanding Postsecondary Education Opportunities for Working Adults" and their "Center for Best Practices." Additional time was given to discussing CAEL projects established to develop

metrics to determine gaps in adult learning within States. These discussions held within the context of how COLLO might set an action agenda stimulated the list of ideas shown under Decisions/Actions.

A. Charters distributed information about new online searching capabilities being established to support the Adult Education Collections at Syracuse University.

#### Decisions/Actions

1. **Members** agreed to authorize the officers to seek legal assistance to re-incorporate. **P. Greasley** is to work with **M. Buckner** to seek an attorney who will work with COLLO to determine the actions needed to change the name of the current corporation from CAEO to COLLO and retain its charter in Washington, D.C. This action is to begin before the November conference call.
2. **Members** agreed to table action on developing a separate COLLO website until the organization has more information and an action agenda available.

In an effort to develop an action agenda for the coming months that will enhance the value and strength of COLLO, a number of initiatives were identified and preliminary tasks were assigned to move COLLO forward.

3. COLLO may become a repository and clearinghouse with links for information about adult education associations, learning projects and related efforts, particularly those that intersect with COLLO's own developing agenda.
  - o **Everyone** with links to Adult Education and Lifelong Learning resources is to email those links to the COLLO listserv before the November meeting. **M. Shinn** is to post the links on the COLLO website as resources for the profession as they are received.
  - o **M.B. Lakin** is to email links to the Spellings Report within the week.
  - o **R. Gilman** is to seek assistance from graduate students in Adult Education programs at Drake, North Carolina State, or other campuses to identify and prepare an annotated bibliography of web links to adult learning associations, projects, or efforts and mail the list to COLLO for posting on its website. She is to provide a report on progress at the November and January meeting.
4. COLLO must identify current national initiatives outlined by a number of organizations and seek to find points of intersection at which COLLO can fill gaps or strengthen positions promoting Adult Education.
  - o **Everyone** is to review the Spellings Report, *Charting the Future of U.S. Higher Education*, prepare for discussion at the COLLO November Conference call, and consider if and what type of position COLLO might take in response to the report.
  - o **M. Buckner** is to contact **Lennox McLendon** (NASDAE.org) to ask him to speak at our Monday, January 22, 2007 meeting about the current agenda of the State Adult Education directors. **M. Buckner** is to also ask for written materials from L. McLendon in advance of the January meeting. We are to assess this agenda and seek an intersection with COLLO's purpose and ways COLLO might assist the State directors in accomplishing their agenda.

- **COLLO members** must identify ways in which it can help with the Adult Literacy *Voices Rising* international program from Rutgers University and become familiar with the program before the January meeting.
  - **T. Kowalik** is to contact representatives from ProLiteracy to seek participation in COLLO.
  - **M. Shinn** is to contact **Karen Steinberg** of CAEL to determine if she will be representing that organization in COLLO and determine how we might obtain access to findings from CAEL projects that are implementing a State Report Card to identify gaps in adult learning in various States within the next two weeks.
  - **COLLO members** are to email their boards and members to identify their organizations' current issues and what needs attention, e.g. "What are the major issues facing Adult Education in the U.S. today?" **Members** are to distribute their findings to the COLLO listserv before the January meeting. **M. Shinn** is to post "pressing issues" on the COLLO website.
5. COLLO must position itself to help Adult Education organizations influence public policy to support alternative pathways to adult learning.
    - **M. Buckner**, within the next two weeks, is to contact **Alan Knox** to determine if he will speak during our November conference call meeting about his Futures Project, to obtain the Futures List he has been developing in which he attempts to identify organizations involved in Adult Education, and to send the list to COLLO.
    - **COLLO members** are to become acquainted with the National Governor's Association *Pathways Project for Adult Learners* and *Center for Best Practices* with its focus on workforce development before the January meeting.
  6. **COLLO** is to increase the number of meetings from two per year to three or four per year. January and September meetings are to continue to be face-to-face in Washington D.C. Others are to be scheduled as conference calls.
  7. **Members** are to utilize the listserv to advance our agenda, perform action items, and provide progress reports.
  8. **M. Buckner and M. Shinn** will check with the Jury Hotel for a block of rooms and a meeting space for the Monday, January 22, 2007 meeting.
  9. **Members** decided to schedule a conference call for Thursday, November 16 at 11:00 am east cost time. The meeting is to last for 60 minutes. **M. Shinn** is to arrange the conference call.
  10. **Members** decided to schedule the January meeting for Monday, January 22, 2007.
  11. **T. Kowalik** is to contact representatives at UCEA, LERN, and NCEA to ask them to participate in the January meeting.
  12. **T. Kowalik** is to send a meeting announcement to the listserv once **M. Shinn** has made arrangements for the conference call.
  13. Meeting agenda for the November 16, 2006 11:00 (Eastern Time) conference call is:
    - Knox Futures Report (15 minutes)
      - Purpose of project
      - Status
      - Plans for future
    - Spellings Report (30 minutes)
      - Discussion

- Implications of report
- Decision on COLLO position
- Action
- Status of Action Items (10 minutes)
  - Members report
- Items for January Meeting (5 minutes)
  - McLendon presentation on State Adult Education Directors Initiatives
  - CAEL report on their initiatives
  - Status of Action Items
  - Other?