**Advisory Council Meeting**

**June 2, 2022**

**Zoom**

**9:00am-Noon**

**Called to Order**

Barbara Hamilton called the meeting of the Arkansas Adult Education Advisory Council to order at 9:05 am.

**Attendees**

*Members*: Barbara Hamilton, Marsha Taylor, Dr. Debbie Faubus-Kendrick, Dorissa Kaufman, Tammie Lemmons, Casson Brock, LaRhonda Fulcher, Carol Birth.

*State Staff*present: Dr. Trenia Miles, LaJuana Delph, Bridget Criner, Dianne Doyle

1. WAGE Update (Delph)

LaJuana Delph provided a WAGE update consisting of the following:

-849 WAGE Certificates Awarded

Level 2 Certificates Awarded

 -5 Architecture and Construction

- 5 Health Sciences

-12 Manufacturing

-1 Business Management, Education Training, Science and Technology

The Executive Committee Chair and co-chairs have been identified. A recommendation application will be sent to Directors to nominate staff to volunteer for the executive committee—the anticipated date for the executive committee meeting is mid-July.

Level 2 Certification will be the focus of the upcoming program year. Basic short-term certifications can now be offered in WAGE Level 1.

1. GED Update (Doyle)

Test takers increased by 25%, and passers increased by 23% from July 1-May 31.

2% of tests taken were proctored. The test taker pays for online proctoring, which costs $36 per test.

GED Examiners will be asked to help students with test anxiety; students will soon be able to schedule a session to go over tutorials on the GED website. Examiners will have a mini checklist to go over to help students with the next steps once the final test is passed.

1. Digital Literacy (Miles)
	1. Goal: Improve the Proficiency of Teacher and Student Technology Skills

Teachers must be able to demonstrate technology skills acquired at training.

* 1. Statewide Software Usage

New DL Coordinator will be charged with reviewing statewide usage of Aztec, Rosetta Stone, Burlington English, and Essential Ed. Dr. Miles stressed the importance of increasing the use of state-purchased software. Before COVID, statewide usage of programs was less than 20%.

BoardWorks

Dr. Miles advised she would consider a pilot with BoardWorks if programs will utilize it.

* 1. Non-NRS Basic Computer Class Allowed

-Managed enrolled non-NRS very basic computer class

-Can use Essential Ed, Aztec

-Will not be able to count the students in the class and must use state funds to pay for the teacher

1. Concerns from the field (Hamilton)
2. Clarification on the process for verifying IET and milestone credentials. Dr. Miles advised there isn’t a process to verify milestone credentials per se; however, it’s based on the honor system. For milestones related to IET and workplace classes, programs are required to upload documentation in LACES. Checks and balances are done in person.
3. Is there an update on the budget management system? Dr. Miles advised that the system is being customized for Arkansas needs and is about 75% complete.