**May 25, 2023**

**AALRC**

**9:00am-3:00pm**

**Called to Order**

Barbara Hamilton called the meeting of the Arkansas Adult Education Advisory Council to order at 9:15 am.

**Attendees**

*Members*: Barbara Hamilton, Marsha Taylor, Dr. Debbie Faubus-Kendrick, Dorissa Kaufman, Tammie Lemmons, Casson Brock, Jenna Robbins, Debra Baker, Carol Birth.

*State Staff*present: Dr. Trenia Miles, LaJuana Delph, Bridget Criner, Michael Judge, and Andy Moysh

**WAGE Update: LaJuana Delph**

A new WAGE help desk system is in the works to resolve issues or submit concerns. This will allow programs to submit help tickets to get assistance with any issues as it relates to the WAGE program. The WAGE Executive Board is actively working on a new Workforce Prep Canvas Course. Programs will be switched to the new course, June 5-12th. At this time, there are 10 programs in the development stage.

The new WFP course will have a syllabus for teachers and a checklist for students. It will contain less content, which will equal to less time. Students who are currently enrolled in the old course will need to finish. Duplicate information has been removed from the course. Programs should encourage all students to earn the WFP certificate. Level I funding is still available for WFP certificates.

Scholarships for trainings should be submitted two weeks in advance. Level II short-term training should end in a credential, not just a certificate of completion by the program. Examples include: CNA, welding, Phlebotomy, Pharmacy Tech, etc.

**Online Software**

The state office has decided to reduce the duplication of online software programs, Aztec, Essential Ed, Burlington English. The decision was made to only keep certain components instead of all three due to cost and number of programs using these platforms.

Considerations:

Aztec would be used for Work Components and Essential Ed for academics. The academic component and College Skills will still be offered through Essential Education. For teachers who have never used Aztec, a training session will be offered.

**Distance Learning:**

Michael announced teachers can now enroll and complete the Canvas Basics Course. There’s a course called One Stop Help that is available for programs to reference for assistance with Canvas.

**New changes for WAGE/DL Courses:**

Each program will have a Student Account Admin. The admin will setup student accounts in Canvas. Video tutorials are available to walk staff through this process. Adding students is a two-step process and students are to be enrolled in Canvas with their LACES ID. There’s a math scientific editor in the course. ‘

Michael asked if there are other digital literacy resources that are needed. Suggestions were manual outcome videos, credentials, etc.

**Arkansas Broadband (Miles)**

This initiative will provide access to high-speed Internet and make it more affordable. National and local levels want Adult Education to be part of this initiative, and if awarded funding, it can be used to hire teachers to do in-kind services and offer classes in your service area.

ASU-Three Rivers has a Telecommunications Tower Technician program 130 hrs. and 40 hrs. Broadband Essentials Class paid for by Office of Skills Development. Students exit the program and start making $30/hr.

**E&E Performance Calculations (Miles)**

The group considered various scenarios for median earnings. The median earnings were reviewed by region and program.

* Follow-up surveys are extremely important. If requested, Andy can send programs a spreadsheet for students with SS# who will be data matched in a specific quarter.
* The committee suggested having a full day of training on Manual Outcomes
* Federal jobs are not data matched

**Concerns from the Field:**

* RFP Timeline? Fall 23 (Late Fall) Will follow same process as before.

**Additional Information:**

* New Director’s training will consist of eight training days. All Directors with 3 years or less will be required to attend.
* Dr. Miles requested for all new directors to be assigned a mentor.
* Regional Trainings were encouraged and should be planned and led by the field. Each region has up to $5000 to spend regional training.
* WAGE Level II-535 on TABE is no longer a requirement.
* RFP time