



Executive Committee Meeting

January 10, 2013

Present: L. McLendon, M. Boucouvalas, M. Buckner, K. Peno, T. Kowalik.

Agenda focused on next COLLO meeting. There was some concern that we needed to hold two meetings annually to fulfill requirements of our Bylaws. T. Kowalik will review Bylaws and Articles of Incorporation to see if one meeting a year is sufficient.

Topic: Competency Based Learning

Date: October 7, 2013

Ideas: This topic might include assessment of prior learning, accreditation, national standards, financial aid, and what is college-level learning. As part of the content for the day event perhaps another way of framing the competency-based learning context is to (1) identify driving forces (2) identify restraining forces (3) determine what else participants need to know about competency based learning (4) to explore who else we should ask to speak at the meeting (5) to identify who is actually doing this work and (6) Department of Labor Competency pyramid.

Potential speakers suggested included: accreditation agency representatives, European and Canadian adult education experts, a representative from the western governors group, two and four year college representatives, someone from Lumina foundation.

1. Lennox will contact Dept. of Ed - Community College, DOL and Carnegie Foundation contact.
2. Kathy will contact Patricia Lynott. Tom will send contact information.
3. Marcie will contact someone in Europe to Skype into the meeting but will wait until we have more specific information. (Possibly Allen Tuckett)
4. Lennox might be able to speak or find someone to speak about adult education common core competencies and the national assessments for GED and others.

Meeting Registration Fee: \$75 per person for the event

Other Meeting Related Tasks:

Lennox will send revised member survey / force field analysis we can use to help develop the meeting content to the executive committee. Executive committee members will review, offer suggestions for changes, then final survey will be sent to the COLLO listserv.

Tom will email save the date and inform of a survey to follow.

Tom will contact the COLLO website administrator and ask him to create a resource and pre-reading page on the COLLO website that can be used prior to the meeting to place links, articles, etc. He will also ask that a conference page with the agenda be added to the front of the COLLO website after it is developed. We'll place a link to the meeting registration. Use BU registration process.

USCAL Conference, Hyatt Regency, Washington DC Oct 31 - Nov 2

- Kathy has been asked to submit a session proposal - due January 24
- Proposal will be general
- Lennox can be one of the presenters, possibly Marcie and Tom

How to handle recent membership requests?

- Answer "yes, membership is possible." We are interested in their participation, but trying to update membership benefits and guidelines.
- Offer theme a voice by asking what they hope to gain/achieve through membership.
- Will be topic of a separate ex committee meeting

Membership Dues: Kathy will prepare letter and invoice current members.

Next Executive Committee Meeting: March 7 at 2:00 pm

1. Topic: October 7, 2013 meeting.
 - Report on speaker status
 - Report on force field analysis results
 - Begin to draft invitation and agenda

