



COLLO Meeting  
Thursday, September 17, 2009  
Hall of States, Room 231, Washington, DC

Present: Marjean Buckner (AAACE), Phil Greasley (ACHE), Jan Poley (ADEC), Lennox McLendon (NCSDAE), Alexander Charters (COLLO), Paula Hogard (LERN), Thomas Kowalik (SUNYASS), Marcie Boucouvalas (International Associates, AAACE), Drew Allbritten (TSC), Amy Sherman (CAEL).

### Notes

M. Buckner opened the meeting by reviewing the agenda and asking participants to introduce themselves. She provided a review of administrative issues and projects. She indicated that no nominations for new officers were available at this time. Considerable discussion followed, and members of this group decided to retain officers in their current positions for the next 12 months. (Motion by T. Kowalik; second by J. Poley; unanimous agreement by vote)

M. Buckner reported on the 2009-2010 membership recruitment efforts. Ten new members were added to the COLLO membership list this year. During the membership discussion, L. McLendon reviewed the Mondale legislation from the 1970's. He indicated that a number of sectors from the Adult Education field were mentioned in that legislation and that COLLO might wish to seek membership from these various sectors. This conversation initiated further discussion about potential members and an active member recruitment campaign to the following types of organizations:

1. Proliteracy
2. National Association of Community Education
3. National Chambers of Commerce
4. National Manufacturer 's Retail Association
5. Labor Unions
6. Newspaper Foundations i.e., Gannet Foundation
7. Radio, Television, and Computer Representatives
8. Public Broadcasting Service
9. International Adult Education Hall of Fame
10. National Governors Association
11. National Correctional Education Association
12. Society for Performance and Instruction
13. Amazon, Apple, Google
14. The Gates Foundation
15. Publishing Companies and Software Companies (invited to attend perhaps in ex officio status but not as official members)
16. American Indian Higher Education Council
17. The Sloan Consortium
18. Hispanic Association of Colleges and Universities
19. APRU Formally NASULGC
20. Verizon Foundation
21. The Campaign for The Alliance of Lifelong Learning

- 22. International Members
- 23. Adult Student Groups.

D. Allbritten suggested that we explore becoming members of the Committee for Educational Funding in Washington, DC.

T. Kowalik distributed an update report showing the activities and productivity of COLLO since its rebirth in 2004. In addition to gaining a membership of 20 participants, COLLO has undertaken significant activities and has begun to provide educational programming for its members, advocacy for adult education, and assisted the US State Department in the preparation of its report for the CONFINTEA VI - the International Conference of Adult Education sponsored by UNESCO. Other information was contained in the report and is attached to these minutes.

The treasurer for COLLO, K. Peno, was not able to attend this meeting due to conflicts. Therefore no formal treasury report was reviewed. T. Kowalik and M. Buchner reported that the accounts for COLLO were in the black at this point and that a more detailed report would follow.

M. Buckner reported that the incorporation process is complete and that COLLO now is incorporated.

T. Kowalik reported on website development and promotional materials. He indicated that materials are available for member recruitment and to provide information to interested parties about COLLO.

Members attending this meeting, shared initiatives and issues they were currently addressing.

A discussion of future action items and initiatives for COLLO was undertaken and the following action steps resulted:

1. COLLO needs to set up a closed section within their website for members only. This forum could be used for communication and initially can be used to identify member recruitment possibilities and current COLLO membership outreach assignments. Information that might be contained initially under the recruitment and outreach section would include the list of organizations we seek to recruit, the contact person at each organization, their address, phone number and e-mail along with current member contact assignments. (T. Kowalik)
2. Explore joining the committee for educational funding. (D. Allbritten)
3. Clarify membership categories within COLLO, i.e., organizational membership versus individual membership. (Executive Committee)
4. Ask current member organizations to post the COLLO website on their website as a link. (T. Kowalik)
5. Draft a one page document that can be used for talking points with stakeholders, potential new members, and legislators. (Similar to a descriptive brochure that presents our beliefs and values as identified from position papers – see item 7.) This document is to be designed as a leave-behind document for future reference. (Executive Committee, first draft by T. Kowalik)
6. Begin a strategy of outreach and active member recruitment utilizing the personal contacts of current members within COLLO. (See action item 1 above)
7. Develop position papers on nine issues previously identified by the coalition as important issues - program funding, enhancing the profession, advocacy, job training, research, professional standards, technology, special populations, and remediation. (T. Kowalik is request responses current members prepare a short response describing their position on these issues; will collate responses for Executive Committee use)

The meeting was adjourned at 11:45 p.m. to transition to a joint meeting with the National Coalition for Literacy.

Respectively submitted by Thomas F. Kowalik, Secretary