



**Executive Council Meeting
December 7, 2015
1:00 p.m. - 3:00 p.m. in E-518**

Minutes

Present: Gail O. Mellow, Paul Arcario, Shahir Erfan, Carl Ferrero, Michael Baston, Henry Saltiel, Jane Schulman, Robert Jaffe, Jessica Mendoza

Guests: Jane Mackillop

Starting time 1:14 pm

1. Correctional Education Initiatives

Jane Mackillop gave a presentation in regards to the Correctional Education Initiatives program which are programs and services for youth and adults who are incarcerated, formerly incarcerated, or at risk, and their families. She discussed the initiatives goals, expectations, project scope and timeline. She also mentioned that she will be convening a working group and discussed what they will be focusing on.

2. Divisional Reports

IT/H. Saltiel- LaGuardia won an award at the CUNY IT conference. Connect to Completion project is going well. Groupwise will be taken off line by the end of the year but, if requested, will be giving a 30 day extension. The ECLC program will be getting Pro-Care which is a student information system for daycare.

PO/R. Jaffe- Innovation fund initiative group received 42 proposals and have chosen 23 proposals to fund. Shahir Erfan is overlooking at each proposal to make sure they are feasible and will have an answer by December 9th. Each Vice President will receive an email with each project's budget.

ACE/J. Schulman –Over a year ago the city launched a career pathways program and received a call from the city about creating an ESL contextualized medical assisting program. If it is successful they would want to bring to scale it up and have professional development.

IA/C. Ferrero– Foundation Board meeting was last week Tuesday, still in the mist of the \$1 million challenge. Susan Lyddon is attending a University-led meeting to hear the report from the GG+A consultants in regards to the University's study on increasing philanthropic support.

ADM/S. Erfan- Used the Thanksgiving break to do repairs in the basement of Shenker Hall. Oswald Fraser will be reviewing the promotion and merits document and will be having a presentation at the first Executive Council meeting in January.

SA/M. Baston – LaGuardia Red Hawks are doing great. Student Affairs had its divisional meeting recently. Currently exceeding Fall Session 2 enrollment.

PO/G. Mellow- Had the opportunity to speak to the Luce Heritage program group.

AA/P. Arcario – He and Jane Schulman have a meeting with CUNY regarding SUMMERStart, which is an 8 week intensive program of CUNYStart for the summer. Had a meeting with Ideas42, which is an organization that uses behavioral science to deal with the gap between people's intentions and their follow ups, thinking about incorporating the concept into Road to Success or First year seminar. Ann Feibel's group working on experiential learning.

Meeting adjourned at 3:00 pm



Correctional Education Initiatives at LaGuardia

Presented By:
Jane MacKillop, Ph.D.

Correctional Education Initiatives at LaGuardia

Programs and services for youth and adults who are incarcerated, formerly incarcerated, or at risk, and their families.

How is LAGCC currently involved with this population?

How could/should the college become more engaged? How can the college improve its internal connections and its relationships with external players to provide educational opportunities for those impacted by the criminal justice system?



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Project Tasks and Activities

- ♣ **Executive Council Kickoff Meeting**
 - Review goals, expectations, project scope and timeline
 - Discuss working group composition
 - Target dates for research, meetings, roundtables and recommendations
 - Obtain input and suggestions



Correctional Education Initiatives Working Group

- ♣ **The purpose of the working group is to:**
 1. Identify the scope and impact of existing programs, initiatives, services, and other resources,
 2. Identify strengths and potential opportunity areas, including potential external partners, government allies and funders
 3. Reveal any gaps and overlapping services, and
 4. Make recommendations and create an implementation strategy.



Working Group Tasks

1. Resources Inventory

Catalog all resources presently available in Student Affairs, Academic Affairs, Adult & Continuing Education and the Office of Institutional Research, including an inventory of current partners, funders, etc.



Working Group Tasks

2. Quantify LaGuardia's Impact

- Assess the impact of LAGCC's existing corrections-related efforts to evaluate which programs and services are most successful, and the scale and scope of LAGCC's efforts in relation to other providers.
- Identify statistics and narratives that effectively demonstrate the College's impact, including retention and graduation rates; outcomes such as job placements by industry and occupation; and income among credit and non-credit program graduates.



Working Group Tasks

3. Articulate LAGCC's Existing Programs and Impacts

Develop messages that convey statistics and narratives that most effectively demonstrate LAGCC's impact on its students and their families.



Working Group Tasks

4. Make recommendations

Identify ways to more **fully integrate LAGCC's services** in order to serve the target students more effectively, serve a greater number and more intentionally connect all academic offerings (credit and non-credit) and support services, building on existing internal and external resources (partners, funders, government) to provide and scale support for this specialized population.



Working Group Deliverables

- 1. Documentation on the scope and impact** of LaGuardia on incarcerated, formerly incarcerated and at risk individuals.
- 2. Recommendations and an implementation** strategy based on all the tasks.
- 3. Story points and marketing materials** that articulate LAGCC's existing efforts.



♣ Environmental Scan of Correctional Education

Roundtable meetings

1. CBOs such as the Osborne Society, STRIVE International, Fortune Society, Green Hope, Hour Children, and the New York Public Library.
2. Policymakers such as representatives of the city and state Department of Corrections, the Mayor and Governor's office, and others. Department of Youth and Community Development, and the Department of Probation.
3. Funders such as Annie E. Casey foundation, Robin Hood, Open Society, etc.



Environmental Scan cont.

In addition to the roundtables there will be **meetings** with organizations such as the Vera Institute and the Skadden Fellowships program to familiarize them with our work and look for ways we can draw on their expertise.



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Environmental Scan cont.

The project will also build on the existing connections

- University Faculty Senate Committee on Higher Education in the Prisons,
- National Correctional Education Association and other advocacy groups,
- CUNY colleges such as John Jay, Hostos, and
- Jails and prisons such as Queensborough Correctional Facility and Rikers Island.



♣ Fundraising

Identify and write for grants and scholarships from corporate philanthropists, foundations and city/state/federal sources and individual donors, concurrent with the project tasks.

Create a prototype grant/template for speedy turnaround.



Correctional Education Initiatives Project

Timeline

Executive Council kick-off meeting:
December 7,

Working group meetings: January, February,
March, April, May, 2016, Deliverables: May
31, 2016

Correction Education Environmental Scan:
January-March, 2016

Meetings and Roundtables: January,
February, March

Fundraising: Concurrent with all other tasks



Questions? Suggestions? Comments?

Jane MacKillop, Ph.D.

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