



Cornell University

Prison Education Program

Board Meeting - Thursday, May 8, 2014, 5:30-7:30pm
22 Plant Sciences Bldg.

- 1) *Agenda Item 1: Program Overview*
 - a) General Overview (Rob)
 - b) Development Committee (Jan)
 - c) Planning Committee (Pete?)
 - d) Curriculum Committee (Tom)
- 2) *Agenda Item 2: Budget review (Rob)*
- 3) *Agenda Item 3: Ford Foundation proposal (Benay et al.)*
- 4) *Agenda Item 4: Board Membership*
- 5) *Agenda Item 5: Discussion without Rob in the Room (Judy)*

News and Developments since February 11, 2014 Board Meeting

Feb 13: Nicole Peppin interviewed

Feb 14: CPEP Spring 14 Instructors Meeting

Feb 15: Rob completes 3-week process of acquiring grades and signatures for CCC classes going back to 2011 and delivers them to CCC. CPEP students had not received grades for several years, now fixed.

Feb 16: Cuomo announces initiative to fund higher ed in prison

Feb 16 – Apr 10: CPEP featured/mentioned in 23 media stories in relation to NY/Cuomo initiative. See: <http://cpep.cornell.edu/media/>

Feb 20: Rick Banks (VP of AA&D) meets with Rob and offers to consult with CPEP on development matters (thanks Judy)

Feb 26: Elizabeth Kim volunteers to assist CPEP marketing

March 3: CCC requests applications for 13 students who have never been enrolled at CCC, thus not receiving credit that they had been informed they had earned. CCC also cites failure to pay bills going back over 12 months. Rob initiates payments and seeks out past students for applications.

March 4: CPEP hosts Anna Haskins talk on effects of incarceration on the children of incarcerated people.

March 5: Several board members attend guest lecture at Auburn and affirm commitment to the program and a new path forward.

March 5: Info session for Fall Instructors/TAs w/ Rob, Tom, Kirsten

March 6: Planning committee commits to inviting several new board members.

March 11: Info session for potential Law Instructors for the Fall

March 12: Judy Appleton gives guest lecture at Auburn

March 17: NY DOCCS grant officially funding 2 of the 4 workshops proposed for Spring 2014 – Math workshop cancelled due to mismanaged enrollment, ReEntry workshop cancelled due to being at the wrong facility. Summer workshop proposed to make up difference.

March 18: Nicole Peppin's first day as CPEP Program Assistant

March 21: Fall TA applications due

March 26: Tom/Nicole/Rob meet Mary-Lynn and consider the office space at 101 Day Hall

March 28: Fall Instructor applications and proposals due

March 28: Rob meets with the Medaille/Nazareth organizers of the college program at Albion CF

April 7: Photo op at Auburn

April 8: Mitty Beal approves \$5k to hire a temporary employee to re-build the student records database (thanks Mary)

April 9: Neil Hertz guest lecture at Auburn

April 11: Todd Wolleman agrees to include CPEP in Cornell Club lecture on May 29th

April 15: Rob represents CPEP at meeting to propose a National Coalition for Higher Education in Prison at conference in MS.

April 18: Tyi McCray volunteers to coordinate CPEP Guest Lecture series 2014-2015.

See: <http://cpep.cornell.edu/get-involved/guest-lecture-series/>

April 24: Second meeting of CPEP Sprink 2014 instructors (thanks Jan)

April 25: CPEP Instructors/TAs Lunch with Angela Davis

April 27: CPEP Book Drive announced (thanks to instructor Lily Cui)

April 28: TA group self-organized orientation for Fall 2014 TAs

March/April/May: Student Manual drafted (by Rob) – editors/readers welcome

April 29: Syracuse GED tutor coordinator Patrick Berry in verbal agreement to offer writing workshops to students who make B-list after Cornell entrance exam.

May 5: CCC outlines 11 additional CPEP students who were never entered into the CCC system. Rob begins tracking them down.

May 5: CPEP Student contribution to Student Manual approved by Auburn

May 6: Thatcher Barton offered temporary job organizing the CPEP student records

May 7: Daryl Bem guest lecture at Auburn. First “CPEP News & Announcements” circulated to the CPEP students at Auburn.

May 8: Sam Nelson offers to contribute OCFS funding to CPEP in exchange for serving as an umbrella for his debate program at McCormick & Finger Lakes

Rolling projects:

- Digitizing the office records (approx. 50% complete)
- Consolidating collection of years of books (Nicole)
- Bi-weekly reporting for the NY-DOCCS grant

CORNELL PRISON EDUCATION PROGRAM SUMMER 2014

Auburn Correctional Facility

Instructors

Jeremy Allen
Chris Vredenburgh
Robert Scott
Michael Troy

TAs

Dina Khatib
Laura Komor
Mandy Lowell

Study Session

?
?

Monday

8:00 to 10:30	Yoga PE1436 Jun. 23 – Aug.6 Michael Troy PE Requirement	Study Skills NCR-1 Jun. 23 – Aug.6 Robert Scott Mandy Lowell New Student Requirement
	Developmental Psychology PSYC 1101 Jun. 23 – Aug. 6 Chris Vredenburgh Dina Khatib Beh./Social Science Requirement	Biology of Reproduction BioG 1130 Jun. 23 – Aug. 6 Jeremy Allen Laura Komor Science Requirement

Wednesday

Yoga PE1436 Jun. 23 – Aug.6 Michael Troy PE Requirement	Study Skills NCR-1 Jun. 23 – Aug.6 Robert Scott Mandy Lowell New Student Requirement
Developmental Psychology PSYC 1101 Jun. 23 – Aug. 6 Chris Vredenburgh Dina Khatib Beh./Social Science Requirement	Biology of Reproduction BioG 1130 Jun. 23 – Aug. 6 Jeremy Allen Laura Komor Science Requirement

Cayuga Correctional Facility

Instructors

Julia Kumpf
Lucy Brennan
Erin Jones

TBD

Science Workshop NCR-5 Jun. 23 – Aug. 6 Julia Kumpf Lucy Brennan Erin Jones Preparation for Fall Genetics Course

TBD

Science Workshop NCR-5 Jun. 23 – Aug. 6 Julia Kumpf Lucy Brennan Erin Jones Preparation for Fall Genetics Course

Cornell Courses and Instructors at Auburn Correctional Facility – Fall 2014

1. ART 101 – Essentials of Art – Roberta Bennett
2. PSYC 1101 – Social Psychology – Shai Davidai
3. Math 214 – Math that Matters (Statistics) – Kerstin Frailey
4. GOVT 2055 – Business Law - Halimah Famuyide and Andrew Lacy
5. GOVT 2055 – The Law and Religion – Charlotte Duc-Bragues and Zellnor Myrie
6. ENG 255 – Science Fiction – Hannah Mueller
7. ENG 211 – Creative Writing – Emily Oliver
8. BioG 1250 – Intro to Biology – Tom Owens
9. ENG 3000 – Advanced English – Paul Sawyer
10. Non-credit Workshops for new students - ?

Returning Instructors

1. Hannah Mueller
2. Tom Owens
3. Paul Sawyer (may need new app?)

New Instructors

1. Roberta Bennett (summer app)
2. Shai Davidai
3. Kerstin Frailey
4. Halimah Famuyide
5. Andrew Lacy
6. Charlotte Duc-Bragues
7. Zellnor Myrie
8. Emily Oliver

Returning TAs

1. Emily Kling
2. Hilary Yu
3. Jesse Weissman
4. Laura Komor
5. Mandy Lowell
6. Owen Lee-Park
7. Rachel Harmon
8. Rudy Gerson
9. Sophie Allen

New TAs

1. Clémence Bernard
2. Dina Khatib
3. Elbert Mets
4. Emily Rodekohr
5. Hao Yan
6. Heather Herman
7. Isabel Jimenez
8. Jenna Hoots
9. Jung Soo (Jason) Kim
10. Madeline Jones
11. Matthew Clauson
12. Micaela Lipman
13. Nicholas Campalans
14. Sam Dorenberg
15. Seth Peyla
16. Siyu Yang

Cayuga Correctional Facility:

1. Entrepreneurship (Leonard Bisk)
2. Race and Ethnicity (Paula Ioanide)
3. Genetics (Anna Levina et al.)

NYDOCCS Grant for pre-college remedial services

This contract provides funding (up to \$40,000) for non-credit workshops on basic skills and college readiness.

Estimated Course Income

Actuals

Writing Skills Course	\$14,175.00	\$13,000 to date
Study Skills Course	\$10,080.00	\$6,000 to date
Math Prep	\$7,875.00	-- cancelled, per registration errors
Academic ReEntry	\$7,875.00	-- denied, per DOCCS
Study Skills II	\$10,080.00	To be taught by Rob over the summer
TOTAL	\$34,335.00	\$19,000 to date

Estimated Expenditures

Actuals

Office Staff	\$26,500.00	\$26,500.00
Writing Instructors	\$6,000.00	-- cost-free, Board member taught
Math Instructor	\$3,000.00	-- cancelled
Study Skills Instructor	\$3,000.00	\$3,000.00
Academic ReEntry	\$1,500.00	-- cancelled
Math Books	\$0.00	\$2,469.60
Study Skills Books	\$0.00	\$2,187.60
Academic ReEntry Books	\$0.00	\$217.65
Writing Skills Course	\$0.00	?
TOTAL	\$40,000.00	\$31,905.25

SLF BUDGET for 2013-2014
May 8 update with a few estimates

	2013-2014 commitment	2013-2014 actuals
1. Teaching Subsidies	\$42,000.00	\$35,439.39*
2. Prison Course Texts	\$16,000.00	\$15,000 est.
3. Course Materials	\$2,000.00	\$2,500.00 est.
Total CPEP Student Instruction	\$60,000.00	\$52,939.39

4. Instruction for DOC Staff	\$6,000.00	\$3,000.02
5. DOC Staff Books/Materials	\$2,000.00	?
Total DOC Staff Education	\$8,000.00	\$3,000.02 + _?

6. Salary – Executive Director	\$64,660.00	\$39,992.71
7. Commuting Subsidy – Director	\$2,300.00	\$1,826.00
8. Salary – Program Coordinator	\$28,275.00	\$28,442.12
9. Commuting Subsidy – Coordinator	\$2,300.00	\$1,694.84
10. Student Employment/Assistant	\$4,500.00	\$4,621.55
11. Administrative Expenses	\$1,000.00	\$1,500.00 est.
12. Admin Copy	\$1,600.00	\$800.00 est.
13. Mail/Communications	\$800.00	\$229.07
14. Director Conferences/Travel	\$2,000.00	\$1636.91
15. Staff Conferences/Travel	\$1,000.00	\$0.00
16. Website	\$500.00	\$298.08
Total Administrative	\$108,935.00	\$81,041.28

17. Medical	\$210.00	
18. Volunteer Travel Subsidy	\$1,900.00	
19. Volunteer Programming	\$1,500.00	
Total Volunteer Programming	\$3,610.00	

TOTAL 2014 Expenses	\$180,622.14	\$132,055.69
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May 8, 2014

Ford 'Ask'

Committee: Mary Katzenstein, Jan Zeserson (Development Committee)
Benay Rubenstein, Nancy Koschmann (Planning Committee)
Rob Scott (Executive Director)

- The Ford "Ask" can be seen as a model for how a large university can make a powerful impact in prisons, on campus, in the community and nation.
- We will ask for a grant of \$300-\$500K over 3 years to provide proper staffing to grow/expand and build CPEP's capacity to fulfill CPEP's mission.

"The mission of CPEP is to provide courses leading to college degrees for people incarcerated in upstate NYS prisons; to help CPEP students build meaningful lives inside prison as well as prepare for successful re-entry into civic life; and to inform thought and action on social justice issues among past and present CPEP students, volunteers, and the wider public."

- The Vision we've been working on focuses on 4 areas and has both local with national implications.
- *The core of this Vision is that all CPEP education leads to degrees -
 - Whether in a CPEP prison program
 - Through transfer to other prison-based college programs (Shane Hale transferred to Sing Sing, will begin Summer or Fall 2014)
 - Or after-release to local colleges anywhere in NYS
- We want Cornell to be recognized as a model for how a large university can make a powerful impact on campus, in the community and in prisons.

WE FOCUSED ON FOUR AREAS IN SUPPORT OF OUR VISION

1) Development of a Consortium of regional colleges providing academic courses in nearby prisons. Cornell will be the lead college. Possible names for this partnership include Cornell Finger Lakes Consortium or Cornell Upstate Consortium.

- The Consortium is already happening informally. CPEP is currently working with Ithaca College and Syracuse Instructors. (Former student John Crutchfield is on both Cornell Board and Hobart's)
- Possible Consortium Partner's include: Cornell (lead), Ithaca College, Hobart & William Smith, Wells, Le Moyne (Jesuit College in Syracuse), Nazareth (Rochester), Syracuse University, Hamilton (Clinton, NY), Wells, SUNY Binghamton, SUNY Cayuga CC, SUNY TC3

2) Expansion to regional prisons

Includes: Elmira, Five Points (In addition to Auburn and Cayuga)

3) Pre-release/ Reentry services and support for CPEP students (show map)

- The majority of NYS prisoners now return to Upstate NY.
- The demographics of Upstate means that individuals return not to one single, resource-rich jurisdiction (such as New York City), but rather to distinct urban areas (Syracuse, Rochester and Buffalo) and to a lesser extent rural communities with **severely limited reentry resources**, and no resources in support of higher education after prison (example Ian Green – now excelling in physical education at SUNY Brockport as a result of pre-release counseling).

Our commitment includes:

- Starting to work with students a year prior to release (example: Shane Kalb)
- Working with students transferring to Downstate prison degree programs (involves DOCCS and MOU's with other degree programs in NYS facilities The Vision we've been working on focuses on 4 areas and has both local with national implications.
- Reentry follow-up and documentation
- Coordination of CPEP Alumni community/Leadership Cadre in Upstate NY
- Building Upstate Reentry Network (Ithaca, Syracuse, Rochester, Buffalo) and establishing links to regional, state, and private sectors.

4) Production of video tutorials for CPEP's website. (An innovative way for CPEP to put its stamp on the national prison education community) These tutorials people in reentry who want to continue their college education will walk them through the process of applying to college after release. As a web-based tool (formatted for telephone and small screen devices, as well as traditional computers) will be available not only to CPEP students returning to Upstate NY, but also to everyone in reentry in the US.

Tutorial topics will include:

- How to apply for financial aid
- How to write a successful college essay
- How to address a prison record on college applications
- How to answer the college application question, "Have you been arrested for a felony?"
- How to adapt to the challenges of college life

CPEP Board Membership Question

Board terms and membership (from the June 2, 2013 revised Charter)

The board size should be limited to 22 – 24. Board members will serve a two-year term, which may be renewed for a second two-year term followed by a one-year hiatus. Every board member will serve on a committee. We hope to include at least one formerly incarcerated person, one campus undergraduate and one graduate student. At the end of each year, we will distribute a questionnaire to board members that asks each to elect a committee on which to serve the following year. This form will also provide members the option to leave the board.

As vacancies occur on the Board, new members may be proposed and circulated by current Board members at least two weeks before a full meeting of the Board; new members will be approved at the meeting by voice vote. All Board members who joined by fall 2012 will assume to have completed the first year of their first term by June 2013. We expect that enough members will voluntarily leave the Board, for personal or professional reasons, by the beginning of each fall term to permit a reasonable rotation rate.

2013 CPEP Board

1. Judith Appleton – no term limit; Vice-Provost
2. Kirsten Deane-Coe (2013 – 2015)
3. Christian French (2013 – 2015)
4. William Goldsmith (2012 – 2014)
5. Stephen Hamilton (2012 – 2014)
6. Bruce Levitt (2012 – 2014)
7. Nancy Koschmann (2012 – 2014)
8. Sally McConnell-Ginet (2012 – 2014)
9. Thomas Owens (2012 – 2014)
10. Reeve Parker (2012 – 2014)
11. Nicole Peppin – no term limit; CPEP Prog. Asst.
12. Richard Polenberg (2012 – 2014)
13. Benay Rubenstein (2012 – 2014)
14. Paul Sawyer (2012 – 2014)
15. Rob Scott – no term limit; CPEP Director
16. Robert Turgeon (2012 – 2014)
17. Pete Wetherbee (2012 – 2014) **DEPARTING**
18. Marge Wolff – no term limit; Prog. Coordinator
19. Jan Zeserson (2012 – 2014)

2014 CPEP Board

1. Judith Appleton – no term limit; Vice-Provost
2. Ed Bailey (2014 – 2016) **NEW**
3. John Crutchfield (2014 – 2016) **NEW**
4. Kirsten Deane-Coe (2013 – 2015)
5. Christian French (2013 – 2015)
6. Chris Garces (2014 – 2016) **NEW**
7. William Goldsmith ('12 – '14) (2014 – 2016)
8. Sandra Greene (2014 – 2016) **NEW**
9. Stephen Hamilton ('12 – '14) (2014 – 2016)
10. Anna Haskins (likely) (2014 – 2016) **NEW**
11. Mary Katzenstein (2014 – 2016) **RETURNING**
12. Bruce Levitt ('12 – '14) (2014 – 2016)
13. Nancy Koschmann ('12 – '14) (2014 – 2016)
14. Ken McClane (2014 – 2016) **NEW**
15. Sally McConnell-Ginet ('12 – '14) (2014 – 2016)
16. Thomas Owens ('12 – '14) (2014 – 2016)
17. Reeve Parker ('12 – '14) (2014 – 2016)
18. Nicole Peppin – no term limit; CPEP Prog. Asst.
19. Richard Polenberg ('12 – '14) (2014 – 2016)
20. Benay Rubenstein ('12 – '14) (2014 – 2016)
21. Paul Sawyer ('12 – '14) (2014 – 2016)
22. Rob Scott – no term limit; CPEP Director
23. Robert Turgeon ('12 – '14) (2014 – 2016)
24. Allison Van Dyke (2014 – 2016) **NEW**
25. Jan Zeserson ('12 – '14) (2014 – 2016)

*Also, accepted but deferred to 2015: Julilly Kohler-Hausmann (2015-2017)