

Annual Meeting
Cornell Prison Education Program
September 12, 2024
1:00 PM
209 Kennedy Hall

AGENDA

1:00 to 2:00

1. Welcome and brief remarks (Judy)
2. Confirmation of Secretary of the Board (Judy)
3. Vacancy on Board- formerly incarcerated student. Inviting nominations. (Judy)
4. Annual Report of the Executive Director (attachment to follow) (Rob)
 - a. Vote on endorsement
5. Brief reports by Board committees
 - a. Student Engagement Committee (summary below) (Jan, Mary, Stephen)

2:00-2:30

CPEP staff members join Board members for introductions and conversations

CPEP Advisory Board Student Engagement Committee

Members:

Betsye Violette, Jan Zeserson, Maddie Reynolds, Mary Katzenstein, Stephen Kim (chair),

Accomplishments from AY 2023-2024

- Early in the academic year, SEC completed its revision of the CPEP Instructor Manual, based on feedback from CPEP staff and volunteers. We sought to clarify instructors' contributions to CPEP missions, their responsibilities and expectations, and most importantly, the resources they have at their disposal.
- SEC submitted an instructor stipend proposal based on research into peer institutions' programs. This proposal arose out of conversations around instructor recruitment and from volunteer assessment conducted by SEC during AY 2022-2023.
- SEC has supported other key initiatives including:
 - Building relationships with other campus organizations interested in facilitating Cornell's engagement with justice-impacted individuals and the criminal justice system more broadly.
 - Archiving CPEP's extensive reach and impactful history
 - Designing a repository of teaching materials for CPEP instructors

Challenges

- Our biggest challenge is that 3 of our members (Jan, Mary, Stephen) will all cycle off the board next academic year. We welcome new members with an interest in serving all CPEP students (both the incarcerated students seeking CPEP degrees and the Ithaca campus student volunteers who support them).

Goals for AY 2024-2025

- Our committee proposes to focus on the benefits and feasibility of a CPEP Pre-College Prep Program. The goal of this program would be providing more support for CPEP applicants and better serve students' transition to college. SEC has taken a preliminary vote over email and agreed to make this a priority for this academic year.
- SEC continues to discuss the TA program, particularly around recruiting, training, and mentoring undergraduate TAs in effective and sustainable ways.
- SEC also proposes to explore further ways we might continue to foster community and continued connection to CPEP among former TAs who have now graduated.