Collection Summary

Title: California Adult Education Archives
Date (inclusive): 1935-2014
Identifier/Call Number: OTAN FA 012
Creator: Outreach and Technical Assistance Network
Physical Description: 2,055 cataloged items and 11 special collections
Repository: Sacramento County Office of Education. Outreach and Technical Assistance Network.
P.O. Box 269003
Sacramento, CA 95826-9003

Abstract: The California Adult Education Archives includes over 2,000 cataloged items on 175 feet of shelf space and eleven special collections in 57 boxes, dating from 1935 to the present. Resources include history, research, evaluation reports, curricula, staff development and assessment materials, CDE handbooks, working notebooks of adult education leaders, sample products from local education agencies, and newsletters. Formats include print, slides, sound cassettes, videocassettes, CDs, and DVDs. An electronic catalog is available on the OTAN Web site. The finding aids for the special collections are posted on the Online Archive of California (OAC) Web site. Tapes and transcripts of the twenty-nine oral histories are deposited in the California State Archives. A significant component is the California Council for Adult Education (CCAE) collection. The California Adult Education Archives provide a record of adult education in California and are a valuable resource for staff development at both the state and national level.

Language of Material: English

Physical Location: The materials of the California Adult Education Archives maintained by the Outreach and Technical Assistance Network at the Sacramento County Office of Education. For current information on the location of the materials, please consult the OTAN Web site at http://www.otan.us.

Access
The collection is open for research by appointment. Please call the Outreach and Technical Assistance Network.

Publication Rights
California Adult Education archival materials are publically funded and not subject to copyright restrictions. Publications should properly reference the Archives and the specific collection that contains the quoted materials. See Preferred Citation.

Preferred Citation
Guide to the California Adult Education Archives. OTAN FA 012. Adult Education Archives, Outreach and Technical Assistance Network, Sacramento County Office of Education, Sacramento, CA

Acquisition Information
The materials in the California Adult Education Archives were collected over a twenty-five year period beginning in 1990. Donations were received from the California Department of Education, from federally funded California adult education leadership projects, from professional organizations, and from individual adult educators.

Administrative History
Public adult education in California celebrated its sesquicentennial year in 2005. The memoirs of John Swett, California's fourth Superintendent of Public Instruction, record that in 1856, he taught an evening class sponsored by the San Francisco Board of Education in the basement of St. Mary's Cathedral. From that first classroom, a multiple-provider system grew to meet the challenges and serve the needs of over two million adults every year. Early evening classes served the needs of immigrants for citizenship and elementary subjects. Early years of the twentieth century saw dramatic growth in mandated continuation education for minors and basic education classes for adults. In the 1920s, adult education progressed to meeting the educational needs of all adults. During World War II, California workers were trained in defense classes. The 1950s saw the development of modern adult education programs governed by Education Code provisions. In the 1960s the federal role in adult education leadership expanded, and states received money to give educational opportunity to the disadvantaged. Also in the Sixties, junior colleges were recognized as a third segment of postsecondary education with state colleges and universities. The Ed Code gave school districts responsibility for "adult basic education," and gave colleges responsibility for post-secondary courses. Governance issues continued into the twenty-first century. Events resulting in the growth of California adult education in the last half of the twentieth century included the wave of Southeast Asian refugees needing educational services following the end of the Vietnam War, the federal job training legislation, and the immigration reform (amnesty) legislation. California continued to receive significant federal supplemental funding for communication systems, integration of technology into instruction, distance learning, and student assessment. During the
late nineties policymakers and the general public had concerns about the quality and outcomes of educational programs. The interest in the comparison of programs and the return on public investment continued.

Corporate Names
Adult Education Institute for Research and Planning (California)
Adult Literacy Instructors' Training Institute (California)
Association of California School Administrators
California Adult Literacy Professional Development Project
California. Dept. of Education. Adult Education
California Distance Learning Project
California Staff Development Institute
Competency-Based Adult Education Staff Development (California)
Comprehensive Adult Student Assessment System (Foundation for Educational Achievement)
Educational Telecommunications Network (Downey, California)
ESL Teacher Institute (California)
Intelligent Telecommunications (Firm)
Outreach and Technical Assistance Network (California)
Sacramento County Office of Education
San Diego Community College District

Personal Names
Brady-Herndon, Dianne
Corley, Mary Ann
Fleischman, John
Gaer, Susan
Knight-Mendelson, Marilyn
Miller, Cuba
Pedroza, Hugh
Polster, Joan Dailey
Porter, Dennis
Savage, K. Lynn
Stiles, Richard L.
Stocker, Charles F.
Taylor, Aryola
Tibbetts, John W
West, Linda L.
Zinner, Jane

Subject (ERIC Thesaurus)
Adult Basic Education
Adult Education
Adult Vocational Education
Citizenship Education
Community Colleges
Correctional Education
Distance Education
Educational Assessment
Educational Technology
English (Second Language)
Older Adults
Parent Education
Staff Development

Scope and Content of the Collection
The California Adult Education Archives contains a wealth of print and non-print materials. The materials date primarily from the 1950s onward, and the focus is primarily the adult programs that are a part of the California public schools. There are some materials related to non-credit adult programs in the California Community Colleges, to library literacy programs, and to programs in correctional facilities and in community and faith-based organizations.

The California Adult Education Archives includes over 2,000 cataloged items and eleven special collections, dating from the 1940s to the present. Resources include history, research, evaluation reports, curricula, staff development and assessment materials, CDE handbooks, working notebooks of adult education leaders, sample products from local education agencies, and newsletters. Formats include print, slide-tapes, videos, CDs, DVDs, and oral histories. An electronic catalog is available on the OTAN Web site.

Arrangement of the Collection
The cataloged materials are shelved in eighty-one categories alphabetically by topic. Within the topic, the items are arranged by accession number.

Related Material
OTAN maintains a Web site devoted to California Adult Education History http://www.caadultedhistory.org It contains a database of the start dates of California adult schools, a video history, a print history published by the CA Department of Education, and transcripts and audio excerpts of 29 oral history interviews.

Separated Material
The finding aids for the special collections are posted on the Online Archive of California (OAC) Web site. Tapes and transcripts of the twenty-nine oral histories are deposited in the California State Archives.

Box Category 1
Series 1 (By Title) A-A 1998-2001
Physical Description: 3 documents, 9 in.
Scope and Content Note
Miscellaneous documents titled A-A

Box Category 2
Series 2 (By Title) B-C 1973-2010
Physical Description: 15 documents, 18 in.
Scope and Content Note
Miscellaneous documents titled B-C

Box Category 3
Series 3 (By Title) D-E 1984-2002
Physical Description: 7 documents, 7 in.
Scope and Content Note
Miscellaneous documents titled D-E

Box Category 4
Series 4 (By Title) F-O 1948-2012
Physical Description: 14 documents, 20 in.
Scope and Content Note
Miscellaneous documents titled F-O

Box Category 5
Series 5 (By Title) P-S 1989-2007
Physical Description: 8 documents, 16 in.
Scope and Content Note
Miscellaneous documents titled P-S
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<tr>
<th>Box Category</th>
<th>Series</th>
<th>Description</th>
</tr>
</thead>
</table>
| Box Category 6 | Series 6 **(By Title) T-Z 1986-2003** | Physical Description: 3 documents, 7 in.
| | | Scope and Content Note
| | | Miscellaneous documents titled T-Z
| Box Category 7 | Series 7 **309 Projects 1974-1983** | Physical Description: 13 documents and videocassettes, 11 in.
| | | Scope and Content Note
| | | Reports, student materials, teacher guides, staff development
| Box Category 8 | Series 8 **310 Projects 1971-1987** | Physical Description: 9 documents, 12 in.
| | | Scope and Content Note
| | | Federally funded products and reports of mini-grants
| Box Category 9 | Subgroup 9 **Adult Ed 1950s 1949-1962** | Physical Description: 11 items, 9 in.
| | | Scope and Content Note
| | | Reports and guides
| Box Category 10 | Series 10 **Adult Ed 1960s 1960-1970** | Physical Description: 21 documents, 14 in.
| | | Scope and Content Note
| | | Reports, guides, and a directory
| | | Scope and Content Note
| | | Reports, manuals, position papers, manuals, newsletters, regulations
| Box Category 12 | Series 12 **Adult Ed 1980s 1980-1994** | Physical Description: 24 documents, 21 in.
| | | Scope and Content Note
| | | Reports, manuals, newsletters, directories, handbooks, recommendations
| Box Category 13 | Series 13 **Adult Ed 1990s 1990-1999** | Physical Description: 34 documents, 23 in.
| | | Scope and Content Note
| | | Reports, data, conference proceedings, compliance manuals, data, research
| Box Category 14 | Series 14 **Adult Ed 2000s 1999-2012** | Physical Description: 39 documents, 108 in.
| | | Scope and Content Note
| | | Reports, accreditation guides, compliance review guides, data, federal site review materials, strategic plans
| Box Category 15 | Series 15 **Adult Ed Handbook 1949-2005** | Physical Description: 16 documents, 5 in.
| | | Scope and Content Note
| | | Official California adult education handbooks
<table>
<thead>
<tr>
<th>Box Category</th>
<th>Series</th>
<th>Title</th>
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<th>Physical Description</th>
<th>Scope and Content Note</th>
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<tr>
<td>16</td>
<td>16</td>
<td>Adult Ed History 1948-2005</td>
<td></td>
<td>10 documents, 1 videocassette, 1 DVD, 10 in.</td>
<td>Print and video histories of adult education in California</td>
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<tr>
<td>17</td>
<td>17</td>
<td>Adult Ed Institute (By Title) A-H 1988-1991</td>
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<td>8 documents, 3 in.</td>
<td>Research reports, strategic plans</td>
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<td>18</td>
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<td>Adult Ed Institute (By Title) I-Z 1990-1995</td>
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<td>11 documents, 4 in.</td>
<td>Reports, manuals, workplans, state plans</td>
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<td>19</td>
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<td>Adult Ed Institute Policy Options 1989-1992</td>
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<td>18 documents, 8 in.</td>
<td>Policy option research papers</td>
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<td>21</td>
<td>21</td>
<td>Adult English (Second Language) 1966-2007</td>
<td></td>
<td>125 documents and videocassettes, 175 in.</td>
<td>Handbooks, model standards, teacher guides, reports, workshop proceedings, student curriculum, staff development</td>
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<td>22</td>
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<td>Adult Leadership 1979 1975-1979</td>
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<td>10 documents, 5 in.</td>
<td>Manuals describing adult education programs in California</td>
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<td>23</td>
<td>23</td>
<td>Adult Literacy 1984-2009</td>
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<td>85 documents and videocassettes, 60 in.</td>
<td>Reports, directories, model program standards, surveys, learner stories</td>
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<td>24</td>
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<td>Adult Performance Level 1975-1977</td>
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<td>6 documents, 5 in.</td>
<td>Reports, guides, charts</td>
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<tr>
<td>25</td>
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<td>Adult Schools 1963-2004</td>
<td></td>
<td>11 documents, 6 in.</td>
<td>Reports, histories, products</td>
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<td>26</td>
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<td>22 documents, 24 in.</td>
<td>Program standards, curriculum guides, reports, project descriptions</td>
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<td>27</td>
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<td>21 documents, 30 in.</td>
<td>Guides, reports, regulations, curriculum</td>
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<td>28</td>
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<td>4 documents, 6 in.</td>
<td>Guides, tests, training manual</td>
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<td>29</td>
<td>29</td>
<td>26 documents, 20 in.</td>
<td>State plans and reports</td>
<td></td>
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<td>30</td>
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<td>8 documents, 6 in.</td>
<td>Reports, resource lists</td>
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<td>31</td>
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<td>4 documents, 5 in.</td>
<td>Program descriptions, survey results</td>
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<td>32</td>
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<td>17 documents, 12 in.</td>
<td>Reports, manuals, bibliographies</td>
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<td>33</td>
<td>33</td>
<td>35 documents, 52 in.</td>
<td>Handbooks, guides, manuals, newsletter</td>
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<td>34</td>
<td>34</td>
<td>51 items, 64 in.</td>
<td>Manuals, guides, reports</td>
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<td>35</td>
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<td>19 documents, 17 in.</td>
<td>Curriculum indexes, instructional materials guides</td>
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<td>Description</td>
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| 36           | Series 36 CASAS Disabled Populations 1988  
Physical Description: 3 items, 2 in.  
Scope and Content Note  
Adult life skills tests |
Physical Description: 13 documents, 29 in.  
Scope and Content Note  
Contractor reports |
| 38           | Series 38 CASAS IRCA 1988-1997  
Physical Description: 14 documents, 6 in.  
Scope and Content Note  
Reports, curriculum guides, bibliographies |
Physical Description: 24 documents, 36 in.  
Scope and Content Note  
Conference resource manuals |
| 40           | Series 40 CBE Staff Development 1980-1989  
Physical Description: 26 documents and videocassettes, 52 in.  
Scope and Content Note  
Reports, handbooks, staff development guides |
| 41           | Series 41 CDE State and Federal Reports 1990-2013  
Physical Description: 57 documents, 17 in.  
Scope and Content Note  
Reports |
| 42           | Series 42 Citizenship 1997-2005  
Physical Description: 58 documents, videocassettes, DVDs, 79 in.  
Scope and Content Note  
Lesson plans, student materials, teaching guides |
| 43           | Series 43 CLASS Level 1 1978  
Physical Description: 11 modules, 32 in.  
Scope and Content Note  
Adult competency education curriculum modules |
| 44           | Series 44 CLASS Level 2 1978  
Physical Description: 9 modules, 27 in.  
Scope and Content Note  
Adult competency education curriculum modules |
| 45           | Series 45 Community Colleges 1960-2006  
Physical Description: 16 documents, 14 in.  
Scope and Content Note  
Reports, guides, histories, plans, policy agendas |
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<th>Box Category</th>
<th>Series</th>
<th>Title</th>
<th>Dates</th>
<th>Physical Description</th>
<th>Scope and Content Note</th>
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<tr>
<td>46</td>
<td>46</td>
<td>Competency Based Ed (A-K) 1977-1990</td>
<td>21 documents, 21 in.</td>
<td>Reports, program descriptions, curriculum, data</td>
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<td>47</td>
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<td>Competency Based Ed (L-Z) 1974-1987</td>
<td>15 documents, 15 in.</td>
<td>Reports, proceedings, curriculum guides, staff development modules</td>
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<td>48</td>
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<td>Correctional Education 1974-2008</td>
<td>16 items, 11 in.</td>
<td>Reports, program descriptions, program data, curriculum guides, plans</td>
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<td>49</td>
<td>49</td>
<td>Crossroads Cafe 1994-1998</td>
<td>33 documents and videocassettes, 36 in.</td>
<td>Adult student instructional materials, video transcripts, workbooks, teacher resources, promotional materials</td>
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<td>50</td>
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<td>Culture 1966-1994</td>
<td>7 documents, 12 in.</td>
<td>Case studies, resource guides, handbooks, reports</td>
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<td>51</td>
<td>51</td>
<td>Disabled Populations 1977-2001</td>
<td>37 items, 16 in.</td>
<td>Legislation, program statistics, reports, resource directories, curriculum guides, model program standards</td>
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<tr>
<td>52</td>
<td>52</td>
<td>Distance Learning 1954-2013</td>
<td>35 items, 36 in.</td>
<td>Reports, program descriptions, data, instructional materials, videocassettes</td>
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<td>53</td>
<td>53</td>
<td>DNAE 1982-1988</td>
<td>14 documents, 15 in.</td>
<td>Reports, program catalogs, technical assistance notebook</td>
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<td>54</td>
<td>54</td>
<td>English for All 2001-2002</td>
<td>20 DVDs, CD-ROMs, videocassettes, mini-DVDs, 14 in.</td>
<td>Adult student instructional material</td>
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<tr>
<td>55</td>
<td>55</td>
<td>GAIN 1984-2000</td>
<td>23 documents, 17 in.</td>
<td>Program descriptions, reports, evaluations</td>
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</table>
Box Category 56  Series 56 LA CAPS Citizen 1979
  Physical Description: 10 documents, 5 in.
  Scope and Content Note
  Adult learner manuals

Box Category 57  Series 57 LA CAPS Consumer 1979
  Physical Description: 10 documents, 5 in.
  Scope and Content Note
  Adult learner manuals

Box Category 58  Series 58 LA CAPS Family 1979
  Physical Description: 6 documents, 5 in.
  Scope and Content Note
  Adult learner manuals

Box Category 59  Series 59 LA CAPS Health 1979
  Physical Description: 6 documents, 5 in.
  Scope and Content Note
  Adult learner manuals

Box Category 60  Series 60 LA CAPS Worker 1979
  Physical Description: 8 documents, 5 in.
  Scope and Content Note
  Adult learner manuals

Box Category 61  Series 61 LAES 1998
  Physical Description: 32 binders and documents, 16 in.
  Scope and Content Note
  Student instructional materials and report

Box Category 62  Series 62 Lifelines 2002
  Physical Description: 11 videocassettes, 14 in.
  Scope and Content Note
  Adult student instructional material

Box Category 63  Series 63 Madison Heights 2002
  Physical Description: 1 document and 10 videocassettes, 14 in.
  Scope and Content Note
  Adult student instructional material

Box Category 64  Series 64 NOMOS Projects 1978-1980
  Physical Description: 13 documents, 7 in.
  Scope and Content Note
  Surveys, reports, workshop materials

Box Category 65  Series 65 Older Adults 1978-2008
  Physical Description: 13 documents, 14 in.
  Scope and Content Note
  Handbooks, guides, proceedings, studies
Box Category 66  Series 66 **On Common Ground 1999-2000**  
Physical Description: 20 documents and videocassettes, 22 in.  
Scope and Content Note  
Adult student instructional material, teacher resources, promotional material

Box Category 67  Series 67 **One Stop Centers 1995-2003**  
Physical Description: 25 documents, 13 in.  
Scope and Content Note  
Plans, surveys, testimonies, applications, reports

Box Category 68  Series 68 **Oral History 1992-2005**  
Physical Description: 56 sound cassette sets and transcripts, 72 in.  
Scope and Content Note  
Oral history interviews

Box Category 69  Series 69 **OTAN 1989-2013**  
Physical Description: 124 documents, videocassettes, DVDs, CD-ROMs, 144 in.  
Scope and Content Note  
Reports, guides, manuals, surveys, workshop handouts, catalogs

Box Category 70  Series 70 **Parent Education 1935-2006**  
Physical Description: 28 documents, 18 in.  
Scope and Content Note  
Handbooks, guides, manuals, standards, resource lists

Box Category 71  Series 71 **School Effectiveness 1971-2002**  
Physical Description: 17 documents, 12 in.  
Scope and Content Note  
Plans, quality indicators, appraisal procedures, exemplary program descriptions

Box Category 72  Series 72 **Slides 1973-1982**  
Physical Description: 15 carousel slide sets and sound cassettes, 36 in.  
Scope and Content Note  
Adult student instructional material and adult school program descriptions

Box Category 73  Series 73 **Special Collections 1944-2014**  
Physical Description: 57 boxes, 72 ft.  
Scope and Content Note  
 Eleven special collections

Box Category 74  Series 74 **Staff Development 1985-2013**  
Physical Description: 186 documents and videocassettes, 234 in.  
Scope and Content Note  
Reports, adult education instructor workshop materials, workshop facilitator guides, newsletters, conference proceedings, directories, assessment guides

Box Category 75  Series 75 **Technology 1993-2002**  
Physical Description: 5 documents, 6 in.  
Scope and Content Note  
Reports, guides, plans
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<tr>
<th>Box Category</th>
<th>Series</th>
<th>Description</th>
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<tbody>
<tr>
<td>76</td>
<td>1983-2011 Videos</td>
<td>Physical Description: 77 videocassettes, 90 in. Scope and Content Note: Adult program descriptions, adult student stories, adult leadership project descriptions</td>
</tr>
<tr>
<td>77</td>
<td>Vocational Ed 1940-2000</td>
<td>Physical Description: 20 documents, 8 in. Scope and Content Note: Plans, reports, model program descriptions, histories, curriculum guides, trainer materials</td>
</tr>
<tr>
<td>78</td>
<td>Vocational ESL 1971-1999</td>
<td>Physical Description: 81 documents and videocassettes, 20 in. Scope and Content Note: Adult learner instructional materials, guides, directories, program descriptions, instructor resources</td>
</tr>
<tr>
<td>79</td>
<td>Welfare Reform 1997-1998</td>
<td>Physical Description: 2 documents, 1 in. Scope and Content Note: Information analysis, seminar presentation</td>
</tr>
<tr>
<td>80</td>
<td>Workforce Development 1982-2006</td>
<td>Physical Description: 23 documents, 17 in. Scope and Content Note: Reports, plans, handbooks, statistical abstracts, policy summaries</td>
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<tr>
<td>81</td>
<td>Workplace Education 1987-2000</td>
<td>Physical Description: 10 documents, 17 in. Scope and Content Note: Reports, manuals, guides, handbooks</td>
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<tr>
<td>82</td>
<td>Journals 1980-2013</td>
<td>Physical Description: 17 journals, 204 in. Scope and Content Note: Indexed journals related to adult education and technology</td>
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