



Executive Committee

April 14, 2010

12:30p.m.,

119 Outreach Building, University Park

Meeting notes

Attended: Keith Hillkirk, Sharon Christ, Martha Jordan, Leslie Laing, Jane Owens, Theodora Jankowski (by phone), Ann Williams (by phone), Judy Wills (note taker)

Unable to attend: Bob Farrell

1. Sharon Christ called the meeting to order.
2. Minutes from March 17, 2010, meeting were approved by voice vote.
3. Follow-up activities from Commission meeting
 - a. Sharon Christ and Bob Farrell will write the course substitution report and circulate to Commission members this month for review. They will present the final report to the CAL sponsors at the June 9 meeting.
 - b. Martha Jordan gave an overview of the logistics of the June 9 meeting with sponsors: Commission chair gives an overall report of the year's activities, then committee chairs each report on their committee's work, and open discussion follows over lunch.
 - c. Keith Hillkirk suggested having campus faculty complete surveys at 'All Campus Day' opening meetings using a paper and pencil format. Martha will discuss formatting options with Diagnostics Plus. Keith Hillkirk and Ann Williams will bring up at an upcoming Chancellor's meeting to determine potential buy-in.
 - d. Leslie Laing asked for support in promoting travel grants and attendance for the May 10 Hendrick conference. Registration deadline to avoid late fee is May 4. Ann Williams will invite a prospective panelist for the Dean's panel. Jane Owens will relay

reminder to DCEs. Keith Hillkirk and Ann Williams will issue a reminder at a chancellor's meeting and send email.

- e. Committee members discussed the morning's AEC panelist comment that regional AEC meetings have been discontinued. Martha Jordan noted that the position to replace Charlene Harrison in coordinating AECs is on hold pending outcome of budget talks.
- f. Jane Owens reported that the recent webinar which was supposed to have an emphasis on student veterans did not focus on that topic.

4. Other topics

- a. Keith Hillkirk suggested sending representatives to colleges with a strong reputation for PLA for benchmarking. The committee discussed ideas and implications. Jane Owens shared an example from University of Wisconsin where retired faculty evaluates PLA. Jane Owens and Martha Jordan have requested a meeting with Dr. Wayne Smutz this summer to discuss ideas about the direction of PLA at Penn State and what the Commission's role should be. Outcome of the discussion may shape the PLA committee's work for the upcoming year.
- b. The committee discussed the timing of the Hendrick conference and potential calendar conflicts affecting attendance. Ideas included alternating location between University Park and a campus every other year, holding the conference at a campus every five years, and making presentations available via podcasts or polycom.

5. The meeting was adjourned at 1:16 p.m.

Respectfully submitted,

Judy Wills