



## Commission for Adult Learners

April 11, 2012

102 Chestnut Cottage

Penn State Hazleton

10:30 a.m.

Minutes

Attended: Anna Griswold, Chair; Gary Lawler, Chair-Elect; Jane Ashton, Martha Aynardi, Martha Jordan, Leslie Laing, Jane Owens, Paula Pierce, Pat Shope, Judy Wills (Recorder)

By Polycom: Paula Hogard, Karen Sones, Rachel Stover

By Phone: Gloria Deschler, Ron McCarty, Paula Milone-Nuzzo, Tara Scales-Williams, Renee Scheske, Kevin Snider

Unable to attend: Lori Bechtel-Wherry, Paul deGategno, Erica Kresovich-Rockey, Spencer Lewis, Ann Williams, Ken Womack

Guests:

- 1) Anna Griswold called the meeting to order gave the following announcements:
  - a) There is no scheduled meeting in May. Members are encouraged to attend the Hendrick Best Practices for Adult Learners Conference on May 14 at the Penn Stater Conference Center Hotel.
  - b) Griswold has sent an interim report of the Commission's work for 2011-12 to Commission sponsors. Griswold will provide members with a copy of the report.
  - c) Griswold and Martha Jordan met with Mike Dooris about scheduling a session of Quality Advocates around the Commission's work. Panel, content and topics are being finalized and may include the faculty survey results and Prior Learning Assessment. Sessions are typically well-attended by faculty. Details will be shared as they become available.
  - d) Proposal to revise the Incentive Grant program has been shared with Dr. Weidemann. He suggested proposing to remaining sponsors at the June 13 year-end meeting.
- 2) The minutes from March 14, 2012, were approved by voice vote.

- 3) Griswold announced that Paula Milone-Nuzzo has been elected Chair for 2013-13. She will also become part of the Executive Committee as Chair-elect for 2012-13
- 4) Discussion of March 14 Panel Discussion
  - a) Jordan shared that Dr. Weidemann would like the Commission to compile information on all adult student initiatives in progress University-wide to act as sounding board and coordinate awareness of programs.
  - b) Gary Lawler shared that the New Programs task force is continuing to focus on new programs while examining the entire portfolio. Recommendations will be data driven and the task force expects to send report to Dr. Hanes by mid-April.
  - c) Jane Owens suggested linking sites for adults through the Commission's web site, perhaps on a new tab specific to that purpose.
  - d) Martha Aynardi inquired about possibility of getting list of Osher reentry recipients at each campus.
  - e) Griswold suggested replicating the panel as the Quality Advocates session. The group agreed by consensus.
  - f) Lawler suggested using regional meetings coordinated by Dr. Hanes as vehicle to explore ways to encourage collaboration between and among campuses.
- 5) Adult Learner Data Task Force update—Leslie Laing, Coordinator for Adult Learner Programs
  - a) Laing; Jennie Ishler, Outreach Market Research; Andrea Dowhower, Assistant Vice President Student Affairs; and Betty Harper, Director Student Affairs Research and Assessment, looked at the surveys that have been done to explore what is already available regarding adult learner needs, perceptions, etc.
  - b) The group compiled a chart of what data already exists, whether to conduct another survey, and, if so, who should conduct. They also considered whether such a survey should be outsourced due to sheer size.
  - c) The task force recommends the Commission review the existing data and identify two or three actionable items and what the Commission would like to learn or the outcome.
  - d) Laing will forward copy of the report to Griswold and Jordan for review.

6) Committee reports

a) Awards-Paula Pierce

- (1) The Shirley Hendrick Award will be announced on April 12 and will be awarded at the Faculty/Staff Awards Reception on April 19.
- (2) The committee is reviewing nominations for the Annual Awards to be presented at the Hendrick Best Practices for Adult Learners Conference.

b) Faculty Engagement-Martha Aynardi

- (1) IntelliQ has sent revised survey results. The committee is in the process of follow-up to determine if the revisions clarify questions arising after initial review.
- (2) The committee will make minor changes to the faculty primer and will send to Pat Shope to review. Dr. Weidemann has requested a copy of the final version.
- (3) The committee will consult with Paula Milone-Nuzzo around an online faculty training offered in the School of Nursing.

c) Hendrick Conference Planning—Judy Wills

- (1) Registration for the conference opened March 22. To date, there are 150 registrants.
- (2) Newswire announcements went out March 22 and April 5.
- (3) The opening Student Panel is complete and questions are coming in from the online registration forms. The committee will supplement with additional questions as necessary.
- (4) Per Dr. Weidemann's request, the committee is exploring the possibility of videotaping the keynote address.
- (5) Shirley Hendrick's daughter, son, grandson and their respective families have confirmed attendance at the lunch program.
- (6) There will be a group photo of the Commission between Breakout 3 and lunch. Wills will share specifics when available.

d) Prior Learning Assessment (PLA)—Jane Owens

- (1) The committee forwarded suggested changes to the student instructions of the Credit by Exam form to Nancy Herron for review.
- (2) Lawler will follow-up for comment on the E2 Policy Manual and will send comments to Aynardi electronically.
- (3) The group proposed housing or linking forms, once developed, on both the Registrar and DUS web sites.

(4) The group discussed whether there is awareness University-wide of the accepted definition of an adult learner and who can change the indicator on a student record.

7) Progress updates

a) Jordan gave an update on the Course Substitution Task Force. This initiative developed out of Commission discussion, with Penny Carlson as Steward and Martha Jordan as Vice Steward. Shelly Waite, who created a process for Health and Human Development and ITS also participated. The group met with campuses and programs to discuss development of a University-wide, web-based system for use in approval of course substitutions. Results and cost projections were presented in December 2011. The initiative was approved and next steps are to develop a plan for implementation and hire a programmer. Sponsors Weidemann, Hanes, and Pangborn have agreed to fund the initiative.

8) June meeting preparation

- a) The year-end meeting will be June 13 with sponsors invited for reports and discussion of projects for the upcoming year during lunch.
- b) Per Dr. Weidemann's suggestions, the proposal to revamp the Incentive Grant program will be presented to sponsors at the meeting.
- c) Rachel Stover will provide adult learner data.
- d) Lawler reminded that the recommendation of regional collaboration ties into Core Council Recommendations.
- e) Owens proposed finding out what the sponsors consider high priority issues for adult learners. Jordan suggested sending questions to sponsors ahead of time.

9) Griswold adjourned the meeting at noon. Following lunch, Dr. Lawler's office arranged a campus tour.

Respectfully submitted,  
Judy Wills