



Executive Committee  
April 16, 2014  
324 Outreach Building, University Park  
1:15p.m.  
Minutes

Attended: Paula Milon-Nuzzo, Chair; Sueann Doran, Martha Jordan, Apryl Kadish, Paula Pierce, Pat Shope, and Judy Wills, Recorder  
Joined by Polycom: Ken Thigpen  
Unable to attend: Gary Lawler

1. Paula Milone-Nuzzo called the meeting to order
2. The committee approved the minutes of the March 19, 2014 meeting by voice vote.
3. Updates
  - a. Discussion from full Commission meeting
    - i. The group discussed relationships and business-to-business relationships and efforts with smaller regional companies.
    - ii. Thigpen noted that David Christiansen deferred his update on until early in the 2014-15 Commission calendar to allow more time for the dashboard demo. His topic in the fall will include using a strategic plan for additional programs around workforce needs.
    - iii. Thigpen will search for and forward an article around the requirement of universities to show that students who borrow for a degree show potential employment in a given field yielding sufficient earnings for repayment and which reflected favorably on Penn State.
  - b. Continued Business: Internal Communications Strategy  
Milone-Nuzzo and Martha Jordan will meet to start work on the draft first document.

Ken Thigpen will take over work on the plan as incoming chair.

The plan is to update the document quarterly and send to Craig Weidemann for providing an update at President's Council.

Planned format is dash-board style.

c. Strategic Plan for the Commission

Tentative plan is to establish direction for the next five years to build on momentum of current year-to-year efforts.

The topic will be introduced at the May 14 meeting to engage sponsors in discussion of what they would like to include for the next five years.

Pierce noted that the annual recognitions could be realigned with strategic goals.

d. Hendrick conference roles –Wills and Kadish shared draft of program flow:

Milone-Nuzzo will open and emcee the opening panel.

Nick Jones will speak first, followed by Ann Williams, then Milone-Nuzzo. Wills and Kadish will wrap-up the session with very brief housekeeping announcements and thanks to contributors and volunteers.

Martha Jordan will welcome attendees back after lunch and introduce Luree Hendrick. After Hendrick's remarks, Pierce will announce and honor recognitions recipients. Then Milone-Nuzzo will introduce the keynote speaker. Wills will provide keynote bio for the introduction. After the keynote address, a planning committee member will give brief remarks regarding evaluations and tentative timeframe when the 2015 date and location will be announced.

The planning committee will provide written flow to those with roles after their next committee meeting.

4. New business

- a. Jordan announced that an adult student at Penn State Erie, The Behrend College, was among recipients of the 2014 Ralph Dorn Hetzel Memorial Award. Photo and link to the announcement is on the CAL home page. Jordan noted that Outreach Marketing also covers stories about adult graduates as part of its portfolio.

- b. The Commission also sent fifty-nine congratulatory letters to all recipients of the scholastic awards who showed the adult learner indicator. Seventeen campuses had adults receiving scholastic awards. There are four awards: Freshman Award, President Sparks Award, Evan Pugh Award-Junior, and Evan Pugh Award-Senior
- c. The adult learner advocacy office coordinated the scholastic awards recognitions and will send campus AECs information about the letters that went out. Campuses each hold awards ceremonies.
- d. Hendrick conference registrations report—Wills noted that to date all campuses except three had registrants planning to attend the Hendrick conference. Milone-Nuzzo will reach out to campus chancellors at those campuses to encourage attendance.

5. Milone-Nuzzo adjourned the meeting at 1:35 p.m.

Respectfully submitted,  
Judy Wills