



**October 15, 2014**

324 Outreach Building, University Park  
Polycom dial-in 440229  
10:30 a.m. – 12:30 p.m.  
Minutes

Attendees: Ken Thigpen, Chair; Jamie Campbell, JoAnne Carrick, Diane Chamberlin, Peter Forster, Apryl Kadish, Leslie Laing, Sonya Leitzell, Albert Lozano-Nieto, Brooke Repine, Maria Schmidt, Terry Speicher, Judy Wills (Recorder)

Joined by Polycom: Francis Achampong, Kelly Austin, Angela Pettitt

Sponsor attending: Craig Weidemann

Unable to attend: Sueann Doran, Martha Jordan, Bert McBrayer, Paula Milone-Nuzzo, Sherry Robinson, Pat Shope

1. Ken Thigpen called the meeting to order and asked all attendees to introduce themselves. He welcomed Kelly Austin and Angela Pettitt to membership.
  - a. Announcements
    - i. Thigpen, Francis Achampong, Diane Chamberlin, Martha Jordan, and Judy Wills attended a Board of Trustees luncheon on September 19 with members of the University Equity Commissions. Conversations during the lunch identified several areas of overlap in the topics addressed by CAL and the Equity Commissions. Our representatives shared the Adult Learner Fact Sheet with table mates.
    - ii. The time for full-Commission meeting on April 15, 2015 will be 10:00-11:30 a.m. to allow select representatives from CAL to attend the Faculty/Staff Awards Luncheon where the Shirley Hendrick Award will be among the presented awards.
  - b. Craig Weidemann gave brief updates
    - i. He is in conversation at President's Council about CAL and question was posed about the various University Commissions. He asked members to think about why CAL exists: Gather information and data on making strong case on why CAL was created, past and current accomplishments and initiatives, etc. Think about data and accomplishments. (if CAL didn't exist, what would be lost?) Weidemann will send date when the agenda topic will be discussed at a President's Council meeting. Thigpen noted that much information is presented in the Fact Sheet and will ask Martha Jordan for further details.
    - ii. World Campus will be conforming to new guidelines on data reporting (numbers same, measurement is different). Specifics will be announced October 16.

- c. The group approved the minutes of September 17, 2014, as submitted.
2. “Extending degree programs through the P3 process to campuses that have significant adult populations: process and progress,” Dr. David Christiansen, Associate Vice President for the Commonwealth Campuses and Senior Associate Dean for Academic Programs
    - a. Dr. Christiansen reviewed the Core Council charge for the creation of new programs per [www.psu.edu/provost/CoreCouncilReco/Commonwealth%20Campuses.pdf](http://www.psu.edu/provost/CoreCouncilReco/Commonwealth%20Campuses.pdf) stating that new programs meet three criteria: High prospect demand, high student demand, career focus.
    - b. The process uses an Academic Consortia model.
    - c. Christiansen shared a chart of P-3 Process.
      - i. Prospectus phase: Announce to associate dean who alerts the rest of the University of the plan to add an academic program. The associate dean prepares a brief memo to include the reason behind adding the program, resource implications for faculty, staff, facilities, etc. for submitting to ACUE. All academic deans are ACUE members.
      - ii. Proposal phase: Conversation with college who originally created program. Associate deans work closely on the various elements of the proposal.
      - iii. Office of Undergraduate Education has oversight of the process. Rob Pangborn’s office reviews. Faculty SEnate reviews academic content only.
    - d. Christiansen explained the Learning Quality Indicators for Proposals (same for P1 and P6) per <http://Psu.edu/dept/oue/aappm/P-intro.html>.
    - e. The campus and OVPCC each gather specific information for a market analysis of the job market and employment outlook for graduates at national and state level and competition within the region.
    - f. The requesting campus also provides information on faculty resources, facilities and technology resources, and needed academic support for students of the proposed program.
    - g. Regional New Program Analysis was reviewed: Including a list of programs that meet the Core Council directive above and a list broken out by college of creation/origin Campus College, University College, or UP. College of origin will be partner.
    - h. Reviewed a chart detailing the status of new programs for 2013-14 sorted by program and campus. The chart included dates of review, submission, and status. Timeframe can vary widely. 2015 proposed programs and status were also reviewed.
    - i. Data on degrees awarded by major was examined. OPVCC sponsored a project with OPIA to look at whether adding program at campuses decreased UP enrollments and a chart of the findings was shared.
    - j. Presented a slide specific to the percentage of degrees awarded to adult learners. Degrees at campuses increased faster than University Park for the timeframe tracked. The data indicates a niche for serving adult learners at campuses. It is

difficult to pinpoint causation due to complexity except overall growth. (The exceptions were English and HDFS. The HDFS decline may be loss to rehabilitation and human services programs.)

- k. Shared information and charge for a New Programs Task force which has broad representation working on the below charge:
  - i. What are essential features of a successful shared academic program?
  - ii. How can you measure success and assess learning?
  - iii. What are the necessary support mechanisms for success?
- l. A Director of Collaborative Programs position was created and reports dually to Karen Pollack and David Christiansen. David Stone, [dys5266@psu.edu](mailto:dys5266@psu.edu) was hired as the Director of Collaborative Programs.
- m. Questions and discussion:
  - i. For campuses identifying programs that will attract new adult learners, there will be need to look at developing PLA policies and procedure to serve this population. What is being done to support this? The PLA Director will be a positive step in developing strategy. An announcement of the Director is expected soon.
  - ii. As a campus coordinator for the Electro-Mechanical Engineering Technology, Terry Speicher suggested that the task force look at the College of Engineering EMET major. This baccalaureate degree is delivered on four campuses: Altoona, Berks, New Kensington, and York. There is a Curricular Committee to control the academic content of the courses for consistency across locations and instructors. The program is ABET-ETAC accredited, and quality assurance is demonstrated with common Educational Learning Objectives, Student Program Outcomes, Standard Course Outlines with student performance rubrics, and a Measurement and Evaluation of Engineering Technology assessment system to document student achievement of course outcomes. The EMET program may be an appropriate benchmark for the task force to investigate. Albert Lozano-Nieto noted that EMET courses are not delivered online. Speicher responded that our labs require resident instruction using industry hardware not computer simulations, but course lectures could be delivered remotely with students performing experiments at a local venue having the necessary equipment.
  - iii. JoAnne Carrick shared a scenario around a student petition concerning available Psychology major and is in conversation with Penn State Beaver to avoid losing the students to competitor institutions.
- n. Judy Wills will send Dr. Christiansen's slides to members with draft minutes.
- 3. Access and Affordability Task Force update - Francis Achampong
  - a. The Task Force identified barriers to Access and Affordability for Adult Learners.
    - i. Cost: Rising tuition and fees. Percentage of general funds from tuition. Comparison of median income of adults vs all; amount of available scholarships is lower, loan debt is higher, unmet need is higher, part-time status cost per credit not as cost-effective.
    - ii. Obstacles to obtaining credit for prior learning—The group is looking at the PLA Task Force report. Issues exist despite existing policies. Lack of

awareness of policies. Cultural barriers exist at the University: skepticism and concern about substandard learning. Cost of assessment is not covered by financial aid.

- iii. Transfer service evaluation system that is not customer-friendly. High percentage come in as general. There is not a 'one-stop shop' or upfront assurance that credit or prior learning will count during shopping stage.
  - iv. Adult Learners may have limited financial literacy. 2012 survey of students who ruled out an institution based on sticker price instead of net cost. Also general lack of knowledge to make informed financial decisions.
    - v. Academic preparedness is an issue with returning adults. This may be actual or perceived.
    - vi. Lack of an adult degree completion program. (Need evidenced in slides) There had been a Degree Completion Task Force, and Achampong's group will try to find out results.
  - b. The Task Force will continue to work to address the barriers to inform a report to CAL and CAL sponsors in May.
4. University-wide updates on Adult Learner initiatives
- a. Penn State alumni Dan and Agnes Mazur have established a scholarship in the World Campus for adult learners residing in twenty PA counties.
  - b. Leslie Laing reminded members of the multimedia performance at University Park on Wednesday, October 29. Active or retired members of the military are eligible for two complimentary tickets.
  - c. Laing encouraged members to promote adult-focused activities during Non-traditional Student Recognition Week, November 4-11, 2014, and Military Appreciation week November 11-15, 2014.
5. Additional reports
- a. Faculty Senate Liaison-Angela Pettitt, No report
  - b. Awards and Recognitions Committee – Diane Chamberlin reported that the committee sent out Call for Nominations for the Shirley Hendrick Awards and Date Saver for the Hendrick Conference via a communications channel of various list serv sponsors. Nominations deadline is November 7.
  - c. Hendrick Conference Planning Committee – Judy Wills reported that planning committee and volunteers have assigned tasks and set the overall agenda. The group will prepare a call for proposal message to send in cooperation with the Awards and Recognitions committee if an extension is needed for Shirley Hendrick Award nominations.
  - d. Military Support Services Committee – Leslie Laing reported that the committee reviewed the goals set in September to confirm they align with President Barron's areas of focus. The group is looking at data from the Student Satisfaction Survey and may send out their own survey if needed to fill gaps. The committee is looking at career success and need among veteran population. (Accessibility, priority registration, yellow ribbon programs.)
  - e. Prior Learning Assessment (PLA) Committee-No report
6. Thigpen adjourned the meeting at 12:21 p.m.