



March 18, 2015

324 Outreach Building, University Park

1:00 p.m.-2:00 p.m.

Executive Committee Minutes

Attendees: Ken Thigpen, Chair; Sueann Doran, Martha Jordan, Paula Milone-Nuzzo, Pat Shope, and Judy Wills (Recorder)

By Polycom: Francis Achampong and Diane Chamberlin

1. Ken Thigpen called the meeting to order.
2. Members approved the minutes from February 18, 2015 as submitted.
3. Update tentative schedule of special presenters

April 15-Preparation for meeting with sponsors, and Engaged Scholarship for adults-Careen Yarnal. The Access and Affordability Task Force will send their draft report to members ahead of time for discussion at the meeting. We will have an adjusted meeting time around Faculty and Staff Awards Reception. Executive Committee meets 9:00-10:00 a.m., Full meeting 10:00-11:30 a.m. Thigpen, Diane Chamberlin, and Martha Jordan will represent CAL at the reception.

May11- Dinner meeting with sponsors. We will hear an Adult Learner Profile data update from Jodi-Harris, Outreach Analytics and Reporting and the Access and Affordability Task Force recommendations final report. Thigpen will present the CAL's year-end report to sponsors. Committee chairs should submit year-end information to Thigpen by end of April. Wills will contact Anna Griswold for availability to reschedule her updated student aid profile.

4. Topics elevated during full CAL meeting

Francis Achampong will send out the Access and Affordability Task Force draft report in advance of April 15 and ask members to have questions ready for discussion. The task force will look at ranking priority items and identifying which to address in 2015-16. Achampong noted that the greatest impact opportunity is to manage as a collective. After the April discussion, the task force will provide copy of the final report to sponsors ahead of time for discussion at our May 11 meeting. Achampong plans to reference other groups' work already in progress including the PLA task force, Enhanced Educational Pathways committee, and Open Educational Resource task force and reference initiative at other institutions.

Careen Yarnal will also send discussion questions in advance of the April meeting to allow discussion of ways to involve adult learners in engaged scholarship activities.

The group noted that the planned Gen Ed changes discussed at the earlier meeting will allow opportunities and benefits for adult learners.

Referencing Renata Engel's update, Thigpen reported that Penn State Lehigh Valley retooled the Lion Academy at Penn State Lehigh Valley and now have twenty –five students registered for fall, up from zero at first offering.

Sueann Doran hopes to have results from the veteran and military student survey to share in April.

The group discussed how to involve sponsors in the Hendrick conference. Some ideas are to ask sponsors to introduce key speakers and attend sessions specific to their area of interest. Wills will bring session lineup to the April executive meeting for further discussion.

5. New Business-Review of the Constitution, Bylaws and Standing Rules. Martha Jordan and Paula Milone-Nuzzo will meet in late April to review the Constitution, Bylaws, and Standing Rules for needed updates. Draft changes will be sent out to members for vote.
6. Approved covering lodging for members traveling from campuses to attend the May 11 meeting and Hendrick conference. Wills will forward information including room block code.
7. Thigpen adjourned the meeting at 1:41 p.m.

Submitted by Judy Wills

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