



November 18, 2015

324 Outreach Building, Innovation Park
1:00p.m.
Executive Committee Minutes

Attended: Sandy Feather, Albert Lozano, Terry Speicher, Renee Thornton-Roop, Judy Wills, recorder

Joined by Polycom: Francis Achampong, Chair

Unable to attend: Martha Jordan, Michele Rice

1. Dr. Francis Achampong called to the meeting order and the group approved minutes from the October 21, 2015, meeting as submitted. Wills will upload approved minutes to the commission's web site.
2. Action items raised during full Commission meeting/committee reports.

Attendees look forward to more detail from the Strategic Task Force report at the December 16 meeting.

The group would like to hear from individuals who analyze the first year PaSSS data, noting that potential challenges of implementing and sustaining PaSSS at campuses may be more profound as the program continues into its second year.

Albert Lozano has a tentative schedule conflict that may impact his availability to attend the 2016 Hendrick Conference. He is working with his chancellor to manage the calendar conflict and, for purposes of reassigning any Hendrick Conference roles he would have as chair-elect, will keep the committee apprised if his conflicting commitment takes priority.

Ken Thigpen encouraged the group to send any additional recommendations for a Hendrick keynote speaker. The planning committee has seven prospective topics or speakers and will begin vetting them for suitability, availability, and affordability. One speaker was recommended who was a keynoter in 2009, and Thigpen asked thoughts on repeating a speaker. Thigpen will draft a paragraph for Achampong to send sponsors asking for recommendations.

Thigpen also encouraged ideas for promoting the call for Shirley Hendrick Award nominations. The awards committee will consult with last year's committee whether any past nominees should be move forward for consideration. Wills noted that, if so, new nomination materials would be requested.

3. Strategic Objective tracking and update of tentatively scheduled topics and presenters for 2015-16, Francis Achampong
 - a. December 15, 2015, Lozano and his group will give a preliminary update from the 2015-16 Strategic Task Force. An agenda item will be added to develop any additional discussion topics for President Barron's visit.
 - b. February 17, 2016, President Barron is scheduled to attend. Renee Thornton-Roop will share the student survey results.
 - c. March 16, 2016, Lozano's task force will share a mid-year update. This was moved from April to accommodate Dr. Reardon's visit. Ken Thigpen will present the slate of nominees for electing the 2017-18 chairperson.
 - d. April 20, 2016, Dr. Carol Reardon, 2015-16 Penn State Laureate will share perspectives from her meetings with veteran students across the Commonwealth. Achampong has extended the invitation and Dr. Reardon confirmed her availability.
 - e. May 11, 2016, year-end dinner meeting with sponsors; Final Report from 2015-16 Strategic Task Force; Julie Cross from Outreach Analytics and Reporting will give an update on Adult Learner Enrollments
 - f. For 2016-17 planning, Wills will add note that this group would like to hear an update on PaSSS.
4. Achampong adjourned the meeting at 1:30 p.m.

Submitted by Judy Wills