



**May 18, 2016**

324 Outreach Building, Innovation Park

1:00 p.m.

Executive Minutes

Attendees: Francis Achampong, Chair; Jamie Campbell, Martha Jordan, Albert Lozano, Renee Thornton-Roop, Michelle Rice, and Judy Wills, Recorder

Unable to attend: Terry Speicher

1. Francis Achampong called the meeting to order and the group approved the April 20, 2016, minutes as submitted.
2. Follow-up to discussion with sponsors during full Commission meeting

The committee appreciated the interesting observations our sponsors shared at our earlier meeting.

Martha Jordan will work with Outreach Marketing to develop the final Adult Learner Fact Sheet for 2015-16. The document can include data provided by Julie Cross at the full Commission meeting and will be distributed to members and uploaded to the Commission's web site over the summer. The first Fact Sheet for 2016-17 will be available in September 2016 and will be based on areas of focus developed during summer strategy discussions among Commission leaders and sponsors.

3. Recommendations for committee structure and Task Force initiatives

The PLA Committee has fulfilled its purpose and will disband. Michele Rice is willing to continue as affiliate for providing updates from the Council for PLA.

Judy Wills recommended combining the awards and Hendrick conference planning committees going forward. The committees worked jointly this year and their work has several areas of overlap.

The Task Force will continue work in progress on reining in costs.

The group discussed having a committee or ad hoc group focusing on adult learner engagement to gauge adult learners' needs and what the University can do as whole to help them feel part of the university. Engagement can include topics as broad as child care and there is opportunity to address several issues which intersect with the work of the task force and of the Military and Veteran Support Services committees. Albert Lozano recommended forming this committee with the understanding that we would reevaluate at end of 2016-17 to see if it would still need to continue.

4. Recommendations for new member nominations for 2016-17.

Per our bylaws, there is no required number of members, however at least twenty-five percent must be from campuses outside of University Park. Martha Jordan explained that efforts are made to have balanced representation from key areas and positions across the University. New member appointments are confirmed by our sponsors in August each year.

Appointed members serve three-year terms. Affiliate membership was new in 2015-16. This year's affiliate members were Paula Milone-Nuzzo, Michele Rice, Leslie Laing, Renata Engel, and Daad Rizk. Affiliates are invited to serve in a resource capacity for one-year with option of renewal. Our Faculty Senate Liaison also serves one year with the option of renewal with concurrence of the Faculty Senate chair.

The committee may submit new member recommendations to Judy Wills by mid-June for compiling in preparation for 2016-17 strategy discussions scheduled this summer among officers and sponsors.

5. Old business:

Following the April 20 meeting, Renee Thornton-Roop had gathered additional information on the mobile veteran centers. Her contact offered to conduct an online forum for Adult Enrollment Coordinators (AECs) and certifying officials at campuses. Thornton-Roop will follow up with certifying officials over the summer to gauge interest. Martha Jordan suggested possibly including this as meeting topic during the October regional meetings with AECs and extending that meeting to include certifying officials. Depending on the budget, the 2016 AEC meetings may be held via Polycom.

Jamie Campbell reported on the discussion from recent joint equity commission meeting around HR 37 (GRANT-IN-AID FOR DEPENDENTS OF FACULTY, STAFF, AND RETIREES). Eligibility changes were effective September 1, 2015. Campbell believes that the Joint Equity Commissions will be submitting statement to President Barron next term in response to a letter sent by a concerned staff member to the Equity Commissions and to CAL. He noted that CORED individually did not plan to address the topic before the end of their current term. CAL had discussed this topic by email during its summer 2015 break last summer and at our September 16, 2015, meeting. Per minutes from our September meeting, members concurred that our advocacy should focus on adult learners as whole and that this was more of an employee benefits issue on which the University administration has already made a decision.

6. Achampong adjourned the meeting at 1:19 p.m.