



PennState

Commission for **Adult Learners**

September 20, 2017

106 The Penn Stater Conference Center Hotel

1:00 p.m.

Executive Committee Minutes

Attendees: J. Campbell, Chair; S. Feather, E. McFeely, P. Staskiel, J. Wills, Recorder; and L. Wright

Unable to attend: J. Cross, A. Lozano, B. Seymour, D.

1. Campbell called the meeting to order
2. 2016-17 Strategic planning
 - a. Reviewed tentative topics and presenters for monthly meetings. The list will among items place in the committee's shared Box folder.
 - b. Engaging AEC network—Plan to leverage this group to disseminate communications. Consider guidelines for position and role. Give them something of value as incentive to attend Hendrick conference.
 - c. Membership changes and additions

We received three member recommendations after the nominations window closed. Campbell proposed offering all affiliate membership for 2017-18, then consider appointing the individuals to three-year membership starting in 2018-19.

We have two members needing to resign. Prospective replacements were identified to fulfill both vacancies. Campbell will reach out to gauge availability to serve.

Committee members should review bylaws for update recommendations for discussion at the October meeting. Some revisions to consider are defining how maintain balanced membership among University Park and campuses. The committee voted to allow exception to required percentages his year should we have difficulty filling vacancies behind the member resignations.
3. Campbell adjourned the meeting at 1:59 p.m. The next meeting will be Wednesday, October 18.

Submitted by Judy wills