



## Commission for **Adult Learners**

October 18, 2017

1:00-2:00 p.m.

324 Outreach Building/

Zoom <https://psu.zoom.us/j/831320473>

Executive Committee Minutes

Attended: J. Campbell, Chair; S. Feather, E. McFeely, D. Smith, J. Wills, Recorder, and L. Wright

Unable to attend: A. Lozano, J. Cross, B. Seymour, and P. Staskiel

1. Proposed news article for 20<sup>th</sup> anniversary: Topic postponed. Mike Dawson, OOE News Bureau sent members and overview to introduce this project. He will attend the November executive meeting to discuss and answer questions. Copy of the summary is available in the committee's shared Box folder for today's meeting.
2. Continued business
  - a. Updates on membership changes—Natalie James and Peggy Johnson accepted affiliate membership. Amanda Maxson will step into the vacancy left by Jared Hammond's resignation for completing the final year of Hammond's term. Campbell has been in conversation with a prospective student member about ways to become involved. Campbell also reached out to two campus chancellors to fill vacancy left by Kristin Woolever's resignation. One declined and one is still pending.  
Committee updates: R. Brown and E. Shumac will join MVSS and H. Sankey and A. Maxon will join ALEC.
  - b. Updates to tentative speakers' lineup—Michele Rice has conflict in November. Penny Carlson will present their proposed shared topic individually. Clark Brigger will join Penny Carlson for the transfer credit discussion. Campbell invited Dan Murphy to the November meeting to discuss adult/transfer orientation. Campbell will be traveling on the November meeting date; Liz Wright, Chair-elect, will lead the meeting in his absence.
3. New business
  - a. Items escalated during CAL meeting
    - i. Discussion idea of possibly replacing ALEC with an AEC Committee.

Would such a committee inadvertently create the impression that only AECs could sit on the committee?

Currently there are no adult-specific marketing efforts at the University level.

Possibly change the name of the AEC role to reduce confusion. Possibly tie into Dr. Pangborn's presentation at the earlier meeting as means of supporting student success.

Need to define our strategy. Then need to engage AECs.

Need to coordinate cohesive communication effort from CAL to the AECs about the various planned messages that CAL will be sending to ask for their input or participation. Feather will draft a message and send it to L. Laing for review. Campbell will send the approved message to AECs.

As action item for the November executive meeting, committee members should prepare thoughts about the AEC role, scope, group name, and next steps toward strategically strengthening the relationship between CAL and the AEC network.

ii. 20th Anniversary gala

L. Wright and A. Adolph will work on documenting the second decade of CAL's history as partner piece to the first decade's history documented by Eric White.

Need to start to work on the Date Saver and developing the invitation list. Suggested to date: CAL members, Past Chairs, CAL sponsors, Shirley Hendrick Award recipients since 2011 (when CAL began to administer the award), University Senior Leadership, possibly panel of Adult Alumni, — adults who have benefited from CAL, Martha Jordan had gathered many addresses for past-chairs.

Suggestion to highlight alum from each campus. Could extend invitation to same individuals to participate on panels at the Hendrick Conference or feature on slides or posters.

Need to determine whether to host a speaker and identify topic, if so. Suggestion was made during a summer planning meeting to consider inviting someone from the PA Data Center to present on Adult Learners. We could look at also having a

related session at the next day's Hendrick conference.

Once program is set, may need to recruit additional on-site volunteers.

Idea raised to connect the event to the Capital Campaign to launch development of scholarship monies. Campbell will reach out to Spencer Lewis in OOE Development about how we would involve development related to adult learner scholarships.

Action items: S. Feather will work on a Save the Date message. Need to decide whether to send electronically or hard copies. We are still working through the supply of CAL letterhead from before the current University mark.

- b. Discuss recommendations for bylaws revisions—Wills placed a copy of the edits in progress to the current version of the CAL bylaws in executive committee's shared Box folder. Need to look at the membership section for additional updates (percentage for campus membership, whether/how to count affiliates in total, update per last meeting to count WC separate from UP)

Action item: Committee members should review and come to November with recommendations to update, especially membership and participation.

- c. Coordinating and hosting 2017-18 AEC meeting: Hold for future discussion as noted above.

Campbell adjourned the meeting at 2:08p.m.

Submitted by Judy Wills