



Commission for **Adult Learners**

November 20, 2019

10:30 a.m.-12:30 p.m.

324 Outreach Building

Executive Meeting Minutes

Attendees: Helen McGarry, Brian Redmond, Michele Rice, Debra Rodgers, Liz Seidel, Patty Staskiel, Jeff Warner

Unable to attend: Chuck Greggs, Elizabeth Wright

- Approved minutes from September and October 9, 2019 meeting
- Discussion of upcoming CAL meeting schedules:
 - December – President Barron
 - Talking points:
 - Look at notes from last years
 - One Penn State
 - Lifelong learning
 - His expectations for CAL and what he thinks we should be focusing on related to One Penn State 2025
 - *Send P. Staskiel other questions/ideas for Dr. Barron
 - February
 - Anne Behler from library is interested in being involved
 - March
 - No update on meeting being able to be held in Wilkes-Barre
 - Contingency- Meeting will be hosted at Outreach Building
 - P. Staskiel will reach out to Janet Schulenberg for information sharing about Starfish for March meeting
 - Anyone else to invite to March meeting?
 - R. Engel or someone else to talk specifically about One Penn State 2025
 - April
 - Provost Jones- will brainstorm talking points to send to him closer to April
- AEC
 - Swag update
 - A. Taylor working with sponsors (Dutton E Institute) to purchase candy jars for AECs
 - Electronic AEC guides

- Will be purchased as e-books but still needs to be ordered
 - P. Staskiel will coordinate with person purchasing to figure out more on the distribution details
 - Chancellors
 - Provide chancellors with the following:
 - AEC goal
 - AEC job description
 - List of their current AECs
 - Ask for them to reflect on if the AEC is filling the role or if there is a person who would be a good fit for the AEC position based on the job description
 - Propose acronym change from ‘engagement’ to ‘experience’ because current title causes confusion
 - P. Staskiel will be the person to pass this information along to chancellors and she’ll investigate how to get acronym changed/approved
- Review of By-laws
 - L. Wright has been reviewing and has come up with suggested revisions
 - Goal – update by-laws to be relevant and timely to current needs and goals of CAL
 - L. Wright will present her suggestions and ask for input at December meeting
 - P. Staskiel will ask her to send her notes to group prior to meeting so they have a chance to review
- Hendrick Conference
 - Shirley Hendrick Award
 - Only 1 nomination so far – encourage colleagues to submit nominations
 - Deadline will likely be extended
 - Criteria for nominations and examples of past winners can be found on CAL’s website
 - <http://cal.psu.edu/shirleyhendrickaward/>
 - L. Wright is working on reviewing evaluation rubric and plans to invite reviewers after Thanksgiving break.
 - Conference Planning
 - Should we invite outside PSU people? (e.g., Big Ten network)
 - P. Staskiel will contact D. Smith about M. Ayala from Purdue as possible keynote speaker
 - M. Rice mentioned “Complete – to – Compete” program as another option to explore
 - M. Rice donation/money hit budget
- Student member recommendation
 - Recommended student is a third-year student majoring in Physics, 2+2 student
 - Very involved in PSU
 - Suggested by M. Whitehurst and supported by R. Engel

- May be a good member of SPEC committee and able to attend CAL meetings
- Adjourn meeting

Minutes submitted by Liz Seidel