



Penn State

Commission for Adult Learners

Executive Meeting Notes

Date: Wednesday, Sept. 15, 2021

Time: 12:00 Noon

In Attendance

List attendees

Approval of Minutes

New Business

- Kelly Wolgast, Chair, welcomed everyone. This is an informal meeting to get reconnected.
 - Broad agenda to hear from everyone.
- The presentations in the general meeting were fantastic. Slides are forthcoming.
- Sue is willing to come back regarding the Census information since much is delayed.
- Introduction to Stephanie Kutch as support staff for CAL.
- Reintroduced Whitney Zimmerman. She and Julie Cross will be serving CAL with data.

Budget:

- Budget. We have over \$7,000 in our account. We need to go out to sponsors to replenish our funds. Kelly did meet with them last year and she will get the updated balance soon. No concerns for CAL that she is anticipating. The Hendrick was the highest costs, and she is not expecting any issues.

Concerns/Ideas/Announcements

- Hendrick – how are we offering the conference, in person, remote to hybrid? Chuck has asked Penn Stater about dates and has a call set up to look at dates and see if they can take on in-person and hybrid delivery modes if that is what is decided. We cannot pay for both Penn Stater and Conferences and Institutes to manage the conference.
 - Let Chuck know if you are aware of any other large events that first week in May.
 - Brian added TLT is moving back to March, so will not be a conflict.

- Brian thinks we need to decide soon on the mode of the conference. Put out the registrations earlier and expand more to Big 10.
- Expenses need to be considered and also the PSU Covid rules at that time.
- Leslie Laing suggested an evening before Hendrick family dinner.
- How the new AL survey data will be used. Eugene McFeely & Antone Aboud
 - There is a lot of raw data to scrub through before distributing to campuses and others to use. Ppt slide posted to Cal General folder. Comments are still being evaluated and categorized. They will use this to drive the direction of the focus groups. They discussed that the survey was conducted during Covid.
 - How do we message with this survey and show the work of CAL more routinely and thoughtfully? per Kelly.
- Inviting other groups:
 - AEC
 - Adult Students
 - Student group leaders from WC
 - Place any ideas in Teams on how to reach more students
- Brian Redmond
 - Hendrick Award: He wants to send the notifications out earlier this year.
 - He will contact the web site and get the form up soon. He will make a new timeline.
- Adult Learner Week
 - Bidy Brooks asked if there would be a Univ. Wide event and how we can plan around it. Can there be another approach so that we are not over booked. Can we find out if /when it will occur.
 - Nov. 4th is the Univ. Wide event 12-1:30pm it is planned so others can plan around this event. The Save the Date will be posted in Teams.
 - Bidy mentioned other campuses also held events that any student could attend last year, and would this continue. Events need to be put out earlier.
 - Leslie Laing sent out a notice for others to share events with her.
 - Kelly asked if there is an official calendar for events. Leslie said it is difficult so dispersed.
 - Brian sent an email to all AECs last year to collect the events at all campuses and he created a Word Doc. Bidy asked who should be initiating this. Should any Cal committee do this?
 - Kelly mentioned we are an advisory group and should think of who is responsible for adult learner activities that could do the work.
 - Eugene talked about when sending communications and how we could list other's events on our notifications.
- Kelly indicated we will stick to a 50 minute structure for the Zoom meetings this year.
- Leslie is again requesting a CAL background for Zoom...especially for the Hendrick Conf.
- Chuck is looking for a Co-Chair, please consider joining the conference committee.

