



Penn State Commission for Adult Learners

Executive Committee Meeting Agenda Date: September 21, 2022

Time: 12:00 – 1:00PM

Attendees: Jeff Warner, Kelly Wolgast, Whitney Zimmerman, JeanMarie Jacob, William Fritz, Chuck Greggs.

Welcome by Jeff Warner

Jeff contacted Chancellors at Dubois (Jungwoo Ryoo), Schuylkill (Patrick Jones) and Brandywine (Marilyn Wells) campuses to determine interest in participating in CAL. Dubois and Schuylkill plan on being active members.

Jeff will work on a visual presentation that will cover the charge of the committee as presented by Renata at the general meeting. We reviewed the idea of consolidating CAL under an executive office and have it embedded in a unit. This may raise the reputation of CAL and eliminate the need to “find” money for events.

Jeff met with Sponsors over the summer and they discussed “volunteer fatigue” and the need to move operations from CAL to other units/departments.

Jeff contact President Bendapudi’s office and provided dates for her to attend a CAL meeting for the annual check-in. He is still waiting for confirmation of dates. Once he has the president on the calendar, he will reach out to secure a date with the provost.

Whitney will present data at next general meeting and give concrete facts about adult learners at the university. (15 min presentation and time for Q&A)

Review of Hendrick Conference:

CAL will reach out to Conferences and Institutes to see if they will can manage the conference (every 2 years). Chuck, Ruth Ann Herstek and Jeff will work on proposal to submit to C&I which will detail needs including marketing, registration and technology. Last year we had 15 breakout rooms. Cost may be an issue.

CAL will remain involved in the conference and will select theme and remain as reviewer of proposals and selection of Award winner.

Discussion from Committee Leaders

In the future, committee chairs will attend executive meeting. First, we need to determine what committees we wish to keep/eliminate/add and present to the general membership for approval. We should provide reasons for the choices and consider what members should be included on each committee. We only want members to participate on one committee. Jeff would like to provide time in the general meetings for break-outs for committees and if time allows during the meeting, summarizations of what was discussed.

3 committees for consideration

1. Hendrick
2. Structure/Function of CAL- The university needs an adult learner “home”. What is the vision of the university for adult learners? Maybe the new VP of enrollment will be an advocate at Presidents council for CAL.
3. Student/University Engagement/Outreach- How do we get the word out to other units/campuses/student groups about the work CAL is doing?
4. By-Law revision- We may want to hold off on this committee for this year and document why we did not do the revisions. We want the group to think about this in a more concrete way and have the revisions to the by-laws reflect the changes that are decided upon for this year. Move CAL away from the operations aspect. We should ask the general membership for a postponement after Jeff speaks to sponsors.

Budget Review:

No budget to review yet. Kelly did say that we are in good standing. Money is allocated for Hendrick conference and travel for in-person events. In the future, if C&I takes on the conference, we can have money go directly into their budget

