



# Penn State

# Commission for Adult Learners

## General Meeting Notes

**Meeting Date:** September 21, 2022

**Time:** 10:30AM - Noon

Attendees: Joanne Kelly, Jeffery Warner, JeanMarie Jacob, Gina Celeste Whalen, Jodi Overstrom, Bidly Brooks, William Fritz, Stacy Sekely, Michele Rice, Renee Thornton, Brian Redmond, Whitney Zimmerman, Eugene McFeely, Patricia Everhart, Leslie Laing, Kelly Wolgast, Ruth Ann Herstek, Elizabeth Tisdell, Renata Engel, Karein Sprow Forte, John Holst, Melissa Kunes, Clayton Steen, Elizabeth Tisdell

## Welcome

- Jeff welcomed all members and expressed thank you to Kelly Wolgast and Renata for support and dedication to CAL
- Call out from Jeff to recruit adult students to join CAL . Jeff will reach out to the PSU student government.
- Member Introductions- Each member provided name, campus, role and favorite place to travel.
- Jeff met with sponsors over the summer to talk about how to make CAL better and understand the mission/goals. Renata to discuss

## 2022-23 CAL Charge from Dr. Renata Engel

Renata spoke about the importance of CAL to be the advocate for adult learners at Penn State. Adult learners need support/advocacy and CAL needs to educate the broader university on the unique needs of adult learners.

After meeting over the summer, it became apparent that much of the work that CAL has been doing is operational in nature for example managing the Hendrick Award and Conference each year. Due to the nature of CAL membership, often times this is a new person each year. Is this the best use for the expertise of CAL? Discussion about shifting this type of administrative work to people who would remain consistent every year. Have the CAL focus on mission instead or working on administration of projects. Move away from managing functions and move towards big idea thinking/advocacy for adult learners. CAL will be members instead of driving the idea.

Review of the charge of CAL- 5 elements

1. provide a visible University-wide body whose primary purpose is to contribute to a supportive climate for adult learners;

1. Where do we need to increase support and where are we doing this well
2. monitor the recruitment, retention, and satisfaction of adult learners;
  1. Whitney provides data on adult learners for review. CAL could perform reviews of the data over time (2- 3years) and have deliberative discussions about what the data is showing and how does the commission escalate/elevate this information to the proper units. Bringing visibility to what the data is showing.
3. advocate for adult learners' concerns by recommending changes in policy, practice, and procedures that impact adult learners;
  1. Align with the broader university to share information regarding needed changes (Ex: faculty senate) Bringing a policy/practice that may be a speed-bump for an adult to the awareness of the organizations that can make the change.
4. foster coordination and information exchange regarding programs and services which attract and retain adult learners to Penn State;
  1. Is there a role for CAL to bring greater awareness of what they learn at the adult learner conference to the broader university community. There is some really good work going on at some campuses/units that is shared at the conference. Information exchange is very important. What do we do with the information we learn at the conference and how can we share that more broadly.
5. serve as a repository and facilitating body for adult learner–focused initiatives University-wide.
  1. What resources should we have for adult students? How does technology impact these resources.

Don't do everything! Think mindfully of what are the most important things the CAL can do this year. Be mindful of what we take on this year and set us up for success in the future years. Realigned back to original scope of the CAL and set up operational items of CAL with unit that can administer every year.

Executive committee will meet to discuss where focus will be this year.

Q&A opened up

Invited Brian, Ruth Ann, and Chuck to remain on commission for this year while realignment/reorganization is underway to allow their history and knowledge to impact future direction.

Questions?

Libby- Should we still do the conference?

Yes- we will still have the Hendrick Conference. There has been a lot of discussion about making it bigger and engaging more with other Big 10 universities. We are looking at transferring administration over to conferences and Institutes (C&I). CAL will remain engaged with the conference- CAL will still plan, pick theme, review proposals, but will transfer operations over to C&I.

There has also been discussion about hosting it every 2 years instead of every year.

We don't know what it will look like yet. Should it become a national conference? This is something that CAL should consider, are we at this stage with the conference? We are the only Big 10 with a commission like CAL. Is there an opportunity to be a leader in this realm? This will be an ongoing conference and a guiding principle for this year.

Marketing and managing the conference have been challenging- getting information out in the past has relied on individual networks

Kelly Wolgast- Wants to think about the process of celebrating the outcomes/work of CAL. How to we get word out to the broader university and beyond. How do we do this consistently? We need to develop a process and not rely on one person to do a write-up about the work. This may help with increasing recognition of the CAL. There are probably many people at the university who do not know what CAL does. How do we raise the profile? We want to ensure we have good representation from across the university. There may be pockets of the university that are not represented. Renata suggested that getting on other network agendas- for example AQ (Undergraduate associate deans). This group meets monthly and has representation from each college and each of the 5 stand alone CCs and 14 campus locations. Try to build a connection with them. Tap into existing networks that already exist and share information with them. Another group is the graduate education group. You would be getting in front of the academic leadership in these groups.

## **Hendrick Award Process Update**

Clayton Steen - Process update for Hendrick Award.

Clayton is building upon the foundation that Renata provided for moving administration of Hendrick Conference out of CAL. This is all contingent upon what CAL decides to do with Hendrick Conference. Renata has asked Clayton to serve as liaison to CAL sponsors by provide and identifying administrative support.

Conversations included the transition of the Hendricks award process from Past-Chair to incorporating someone from Claytons office to provide the support needed. Over summer a series of meetings were held including meeting with Richard Smith (PAACE) to discuss how they manage their award process, also meet with administrative support who managed the awards. Clayton and Jodi will serve as co-chairs for awards working with co-chair, CAL committee members and Hendrick Award winner. This role will stay with CAL. Claytons office will also work with C&I on the conference logistics. Currently working on timing for award, updating the award nomination form – Clayton will work on PR and website updates. The Hendrick Award will remain yearly. Recognition would take place at the annual university faculty/staff awards and would not be delayed.

Kelly Wolgast commented that this may increase visibility of the award and will come out from the official university communication and hopefully will increase the number of applications for the awards. This is the desired outcome.

## **Committee Discussion**

What committees do we anticipate will continue?

Hendrick will remain a committee.

We need to decide upon 3-4 committees. Open for brainstorming and then executive committee will discuss.

Want them to remain manageable.

Open for discussion: Having a committee that listens to the voice of the students, focus on outreach and communication to raise awareness of the CAL. Increase visibility of CAL.

Leslie, Bill, Gina ( AECs) – should ALEK remain – how can we make it better? Many ACEs have other functions and hold other positions at the university and AEC is not a priority for them. Like the idea of deepening AQ relationship but in the past this was relegated to sponsors. Leslie does not feel that ALEK necessarily should remain a committee. Some concern about turning the conference over to C&I and also moving it to every other year. Maybe create a committee based upon what the new president deems important.

Maybe we need more outreach to the Chancellors – invite them to the CAL meeting? Jeff did talk to Kelly Austin and did reach out to three campus chancellors – 2 accepted and will be joining the commission. They could not attend todays meeting but will attend in the future.

Biddy- in the past, ACEs were invited to attend CAL and share best practices. Get the message out to

the CAL about what was going on with the AECs at the campuses. There is a need to keep up the connections with the AECs

Ruth Ann- AECs have been enrollment managers and it was automatically assigned to that role but some of them may not have interest. Maybe the campuses should see if someone else on campus has interest in having that role instead of it automatically being assigned. Should we have this conversation with Kelly Austin to see if we have the correct people on campus identified as the AEC. May be a good time to have this conversation with Kelly and ask campuses to review their representative on campus. With Kelly Austin as sponsor of CAL it might be good to see if CAL can get on the agenda to meet with Chancellors. (CCC meeting) Presentation and Discussion- maybe have a Chancellor and AEC present also.

Patricia Everhart- With being new to the group- Why don't we have more students in this group? Have not seen a consistent presence of students. What about alumni? Maybe the time-frame of meeting is an issue- many adults are working 10:30-noon. Maybe we need a committee that is recruitment. Ensure we have representation from all levels. Clayton is willing to reach out to students to gauge interest in joining CAL.

JoAnn Kelly- AEC role may not be well-defined at every campus. They may not understand the role.

Renee Annette Thronton- Roop- Student Veterans have a certifying official at each campus. Maybe this person should be the AEC since they are already working with adult veterans.

### **Sponsors' Comments**

Renata thanked the CAL for the work they are doing. This is an opportunity to bring greater visibility to the work that CAL is doing for adult learners. Look for this year to be an opportunity to build the network with the campus locations that have large adult populations.

### **Announcements Good for the Group**

### **Adjournment (no later than 11:50 am)**