



# Penn State

## Commission for Adult Learners

### Executive Committee Meeting Notes

**Date:** October 19, 2022

**Time:** 12:00 – 1:00PM

Attendance: Jeff Warner, William Fritz, Michele Rice, Bidy Brooks, JeanMarie Jacob, Whitney Zimmerman, Charles Greggs

#### Welcome

- Jeff started recording 12:01PM
- Jeff will add Bidy and Michele to calendar invite as committee chairs
- Jeff asked for input on how the general meeting went and things we need to think about. We want to be sure we are not duplicating efforts. Are we on the right track? Do we see any deficiencies that need to be addressed?

#### Discussion from Committee Leaders

##### Barrier Identification – Michele Rice, Chair

- Michele offered that no one offered to be vice chair of Barrier Identification Committee. She also stated that there are a lot of areas to be considered under this broad umbrella topic. Michele asked if the committee gets to decide what the priority should be or if this is something the sponsors will have input?
  - Jeff responded that the committee should have the flexibility to decide where they want the focus to be.
- Adult Learner- University Engagement and Outreach- Bidy Brooks, Chair
  - Bidy asked if it was within scope of engagement committee to look at what is the role of the AECs – to make suggestions on how that role could be redefined/reorganized. Bidy worked with them last year- they are coming from a lot of different roles in the university- admissions, CE?

- Jeff said he believes that is it a role for the committee. May need to talk to these audiences. This might be something we present to the decision makers. What do the AECs need to be?
- Bill also supports that this is something the committee should look at. Per the charge- CAL should be looked at as providing best practices- they should be coming to CAL for support. This is an area that is ripe for re-thinking. Maybe a joint recommendation with structure committee.
- How can the committees work together – what is the best route to get identified issues addressed? Who are the decision makers that can make it happen? We can go in front of the correct committees/ units to make change.
- In a broader context – reimagine the role of the committee. We need to start marketing CAL so people know what we are doing. Social Media/ Visiting Campus locations so adult learners know we are out there advocating for adults. Get the word out about the good things we are doing.
- Discussion around UG/G piece that came up from Whitney’s presentation. Is this something Whitney can even do in her role with CAL? Is this something she can add to her responsibilities? Whitney is allowed to dedicate 10 hours to CAL. To create another dashboard would be time consuming and not fit in with current responsibilities.
- Whitney suggested that we go with 1-3 research questions that she can focus on. Headcounts are easy to get. GPA, advising demographic information is not so easy – she may not be able to pull this date.
- Michele is a resource member of the faculty senate. All policy/procedures are different for UG/G- example- credit by exam
- UG all fall under one umbrella- GR is by program, college, location- keep it high level for GR data reporting. What is actual % of GR students that are adult students? They may go right into GR program from UG program.
- GR program growth is growing but campus locations may be seeing a decline – this may be something that we are interested in seeing data on.
- Biddy- Campus is looking at increasing enrollment – WC, Cranberry – they (Campus) is pulling this data right now
- Profession programs- Law and Medical are not included in data. This would be a separate request for data.

Hendrick – Chuck Greggs, Chair

- Evaluations from last year indicated maybe looking at different times of the year. After discussing, will probably keep it in SP timeframe. Call for proposals

August/September- end before holiday break and review/notification in early SP. With Nittany Lion Inn no longer an option- we can only use Penn Stater and so we want to get on the calendar. Everything ready to go by Summer so we can be ready to go by Fall. Get in touch with C&I (Chuck, Bill F. and Jeff) to understand what support they can offer. Marketing support and what other services they can offer and also costs.

Jeff will allow additions to executive committee agenda- so please let him know and he can add to the agenda.

#### Budget Review

- No update since Jeff has not seen a budget yet. Renata's office handles this. Jeff will check with her.

Adjournment- 12:23PM (no later than 12:50pm)