



Penn State

Commission for Adult Learners

Executive Committee Meeting Agenda

Date: May 21, 2025

Time: 11:30 – 12:00

Attendees: JoAnn Kelly, Bill Fritz, Jessica O'Brien, Biddy Brooks, Michele Rice, Michelle Wiley

Welcome

Minutes Approval

- No minutes approval

Discussion

Bylaws

- Bylaws have not been updated since 2021
- Need to be revised every two (2) years
- Executive Committee to handle review over the summer
- Link to the bylaws will be shared for review and feedback
 - Bylaws are only seven (7) pages long

Hendrick Conference

- Timeframe – avoid April and late-June
- Aim for short window after graduation
 - Avoid spring Admissions Conference and Memorial Day weekend
- Great Valley is still available
- Thursday and Tuesday are being considered
- Concern about losing faculty if event is scheduled too long after graduation

General Discussion:

- Request for ideas for June meeting agenda
 - Amber Grove – resources for student parents
- Value of recent reports and forming a task force for analyzing data and developing actionable recommendations
- Is there a need to reassess the Commission's role?
 - Changing campus dynamics
 - How to best support adult learners
- Meeting Frequency
 - Declining attendance
 - Possible shift to bi-monthly meetings
- Committee Structure
 - Reinstate smaller committees to focus on specific issues
 - Tangible data and clear goals to help guide the Commission's work
- Sponsor Engagement
 - Concerns about involvement of sponsors
 - Clarify roles and responsibilities
 - Importance of Committee understanding sponsor roles and improving communication
- Need for further discussion on Commissions future direction and structure

Adjournment