September 17, 2008
Executive Committee Minutes

Unable to attend: S. Gleason

1. S. Christ called the meeting to order.

2. The June 4, 2008 minutes were approved.
*Action Item: 2008-09 Commission minutes will be posted on the Commission web site each month once S. Christ reviews.

3. Proposals
   a. 2008-09 proposed budget was revised to change the formatting of Hendrick Conference proposed fees and income and then approved.
   b. The proposed Travel Expense Reimbursement Policy was revised to change wording from ‘Non-University Park locations’ to ‘commonwealth campuses’ and then approved.
   c. The proposed Faculty Senate Liaison job description was revised to add the following and approved: ‘The Liaison position will serve for one academic year. Liaisons may serve additional years upon approval of the Executive Committee of the Commission. The Liaison is not a regular member of the Commission.”

4. Meeting topics for 2008-09 were determined.
   • October-Adult Enrollment Coordinators and Financial Aid update.
     *Action item-Contact Anna Griswold.
   • November-Damon Sims, Commission Sponsor, Vice President of Student Affairs
   • December-Veteran’s issues
   • February- Adult learner panel
   • March-Transfer Credit/Prior Learning Assessment.
     *Action item-Contact Anne Rohrbach.
   • April-Faculty Engagement Committee Survey results report.
   • May-Hendrick Conference in lieu of regular Commission meeting.
   • June-Sponsor lunch

5. S. Christ announced that A. Williams, Chair-Elect for 2008-09 resigned from the Commission. T. Jankowski suggested Gary Lawler-Chancellor of Hazelton Campus. The meeting was adjourned at 3:00 PM.

Respectfully submitted,
Judy Wills