Executive Committee
September 9, 2009
Senate Room,
The Penn Stater Conference Center Hotel
1:00 p.m.
Minutes

Attended: Keith Hillkirk, Michael Mahalik, Martha Jordan, Leslie Laing, Sharon Christ, Theodora Jankowski, Jane Owens, and Judy Wills (Note taker)
Unable to attend: Bob Farrell

1. Keith Hillkirk called the meeting to order.

2. The minutes from the June 3, 2009 meeting were approved by voice vote.

3. Meeting topics for 2009-10
   October-Martha Jordan will contact Spencer Lewis to ask him to speak about financial aid from a development perspective: what businesses are targeted, what levers are most productive, and creative models used to date are possible topics.

Other suggestions
   a. AEC from Penn State Schuylkill to present what program their campus is developing around College Essentials: A Guide for Adult Students, by Dr. John Selmon and Cindy Reuss (Power Point attached) Chancellor Hillkirk charged the AEC with creating a program to increase the comfort level and readiness for new adult learners. Penn State Schuylkill’s 30-Plus program may also be covered.
   b. Student Panel, asking a set of pre-determined questions around what specifically the Commission would like to learn about them.
c. Veterans Rep panel from the campuses, presenting on what resources and services are available
d. AEC Panel from the campuses
e. Adult SIT Group-Presenting their Executive Summary (Spring topic)

The committee will schedule the above topics for the upcoming year or suggest alternative at the October meeting.

4. Other topics

   a. The March 10, 2010 meeting falls during Spring break. Judy Wills will survey Commission members to gauge potential attendance on that date. Based on results, the meeting may be rescheduled.

   b. Martha Jordan and Michael Mahalik will work on updating the Commission’s bylaws, constitution, and standing rules.

5. The meeting was adjourned at 2:10 p.m.

The next meeting will be Wednesday, October 14, 324 Outreach Building, University Park.