



Executive Committee

November 11, 2009

324 Outreach Building, University Park

Minutes

Attended: Keith Hillkirk, Martha Jordan, Michael Mahalik, Theodora Jankowski, Bob Farrell, Jane Owens (by phone), Judy Wills (note taker)

1. Keith Hillkirk called the meeting to order
2. Minutes from October 14, 2009 were approved as submitted by voice vote.
3. Follow-up activities from Commission meeting
 - a. The committee will use information gathered from the adult learner panel on what they would like to have had as they started their college careers and share with campuses.
 - b. There is a group looking at transfer orientation and if academic units have sessions. Martha Jordan will share information.
 - c. Bob Farrell recommended having an adult learner panel continue as a yearly agenda item for future Commission years and/or to design a survey to use university-wide to gather data pertinent to adult learner issues. Leslie Laing pointed out that a survey is in the works through Student Affairs. Altoona and New Kensington campuses may have also done similar surveys. Leslie will request a copy of the survey to determine what questions may already exist relevant to adult learners and also determine whether additional questions could be added. Keith Hillkirk and Martha Jordan will work with Leslie to add questions.
 - d. Portfolio analysis was discussed. The fee is for reviewing materials, not credits earned. There is an upper limit of six credits possible from a single review
 - e. Judy Wills will look into options to help with the technical difficulties being experienced with members joining remotely being able to hear meeting proceedings well.
4. Veterans' Rep panel for December 9 meeting
 - a. Suggestions for panelists were considered. Keith Hillkirk would like at least three panelists for the discussion. Tammie Durham, Penn State Schuylkill will participate. Martha Jordan will ask Ted Timmerman for suggestions of other potential campus panelists. Sharon Christ will invite

Yvonne Beattie from Penn State York. Martha Jordan will invite a representative from World Campus.

- b. Potential questions were discussed and suggestions follow.
- Why do students select Penn State and how do they hear about our programs?
 - What problems are the veterans reps experiencing with forms and paperwork involved? How can the Commission help alleviate these frustrations?
 - What programming do you offices support for student veterans?
 - Are your student veterans organizing themselves on your campus?
 - What transitional issues are you facing with the influx of veterans returning to campus?
 - Do you have ideas of ways to increase veterans' enrollment? Targeted marketing ideas?
 - What other roles are you serving on your campus?

Committee members can send other suggested questions for the panel.

The committee discussed the possibility of inviting Vice President Terrell Jones to the meeting to hear the panel discussion. Keith Hillkirk will contact his office.

5. The meeting was adjourned at 1:15 p.m.

Respectfully submitted,
Judy Wills