



Executive Committee
December 8, 2010
324 Outreach Building, University
12:30p.m.
Meeting Minutes

Attended: Ann Williams (Chair), Leslie Laing, Anna Griswold, Jane Owens, Martha Jordan, Keith Hillkirk (by phone), Judy Wills (Note taker)

Guest: Barbara Sherry, back-up Commission staff support

Unable to attend: Lori Bechtel-Wherry

1. Ann Williams called the meeting to order.
2. The group approved minutes from November 10, 2010, by voice vote.
3. Discussion items from Commission meeting
 - a. Ann Williams asked committee chairs to revise draft reports for the Faculty Senate recommendations to format recommendations to be more actionable. Committee chairs should send revisions to Williams and Martha Jordan by January 9, 2011.
 - b. Faculty Engagement Committee
 - i. Keith Hillkirk shared that the Faculty Engagement committee will propose its next meeting be held at Penn State Berks with an invitation for a representative from Penn State York to attend.
 - ii. Martha Jordan reported that Sandy Gleason met recently with Angela Linse from Scheyer Honors College during which discussion included PLA. Question arose about the possibility of creating groups around PLA within established faculty communities. The committee discussed promoting bottom-up awareness building of policy and suggested the Commission make a recommendation that the University abide by existing policy if a student wants to utilize Credit by Exam but

faculty declines. Jordan asked the group to look at the language of the policy for possibility of an amendment to strengthen if necessary. Judy Wills will send the policy to committee to review before the next meeting.

4. Previous items:

- a. E-Substitution-As follow-up the breakfast meeting to discuss e-Substitution, Ann Williams preliminarily discussed with Drs. Hanes and Pangborn. Williams suggested considering implementing as a pilot on campuses and to explore doing as part of transcript review. Additional meeting will be scheduled with the sponsors.
- b. Faculty Survey-Martha Jordan will send Trish Evanitsky email about rearranging questions on the survey once suggestions are received. The committee discussed what to do with the results once available. Some will be folded into the Faculty Senate recommendations. Also results will be shared to build awareness of the needs of adult learner. If the Provost sponsors the University-wide survey, results will be shared with the Provost's office. Creative funding ideas were discussed for the survey if Commission funds are insufficient to cover.
- c. Agenda topics for future meetings—Jennie Ishler, Outreach Marketing will present research on adult learners at the April 13 meeting. Ishler had recently presented the report to Dr. Wayne Smutz. All Commission sponsors except Dr. Weidemann are available to attend. Martha Jordan will forward a copy of the presentation to the committee in January and invite Ishler to the February 9 Executive Committee meeting to craft questions in preparation for the April presentation to sponsors.

5. New Items

- a. The Commission along with the Commission for Women, LBGTA, and CORED are invited to send representatives to a breakfast meeting January 21 with the Board of Trustees. CAL can send up to six representatives and will cover lodging expenses as necessary. Ann Williams, Martha Jordan, Anna Griswold, Jane Owens, and either Keith Hillkirk or Lori Bechtel-Wherry will attend. Armand Dotsey will also be asked to attend as student member of CAL. Martha Jordan will create the information sheet on the current work of the Commission

for comment before final draft is provided for the breakfast.
Attendees will report on the meeting in February.

- b. The group discussed development targets for promoting PLA in PA similar to funding acquired through the Lumina Foundation by the University of Wisconsin. Martha Jordan will invite Lynn Melander Moore to the February 9 Executive Committee meeting to discuss funding opportunities.
 - c. Leslie Laing reported that Dr. Ted Boner has a schedule conflict and was unable to accept the invitation to deliver the keynote address at the 2011 Hendrick Best Practices for Adult Learners Conference. Anna Griswold will investigate the availability and procedure to invite a speaker from the Lumina foundation.
6. Ann Williams adjourned the meeting at 1:45 p.m.

Respectfully submitted,
Judy Wills