



Executive Committee

June 8, 2011

324 Outreach Building, University

1:00 p.m.

Minutes-Draft

Attended: Ann Williams (Chair), Anna Griswold, Keith Hillkirk, Martha Jordan, Leslie Laing, Gary Lawler, Judy Wills (Minutes)

Unable to attend: Lori Bechtel-Wherry, Jane Owens

1. Ann Williams called the meeting to order.
2. The group approved of minutes from April 13, 2011, as submitted, by voice vote.
3. Discussion items from Commission meeting
 - a. Recommendations were discussed for new members to begin during 2011-12.
 - b. Keith Hillkirk recommended the second week of September for sending out the faculty survey. The group discussed having the Provost or Commission sponsors Rob Pangborn or Madlyn Hanes announce the survey and urge participation.
 - c. To encourage sponsor participation and feedback for next year, suggestion was made to send meeting dates when determined to sponsors as well as to add sponsors to the Commission's list serve for receive agendas and minutes or articles of interest. **Judy Wills will add sponsors to the email list serve and Anna Griswold will send messages to sponsors asking for agenda topics or points of discussion.**
 - d. **Griswold will share report expected this summer from a Congressional committee meeting regarding student aid.** The report will help address policies which are not adult learner friendly and as serve as basis for recommendations.
 - e. Gary Lawler has been appointed to U.S. Congressman Representative Lou Barletta's Educational Advisory Committee.
 - f. **Leslie Laing will share link to the adult learner handbook which she and Sharon Christ developed and funded in part with an Incentive Grant.**
 - g. Griswold noted there is a video on the development office's site featuring a clip of an adult student. **She will forward link to Judy Wills who will send to Commission members.**
 - h. Williams reported that the Student Government president from Lehigh Valley who is also a veteran will speak to the Board of Trustees on July 15. Martha Jordan added that when Anita McDonald chaired the

Commission, adult students also a made presentation to the Board of Trustees.

4. Next year's meeting dates were proposed as either second or third Wednesdays of each month from September 2011 to June 2012, omitting January and May 2012. Griswold will check her calendar for conflicts. She will also chair a national conference in July 2012 however she anticipates no conflicts with her role as Commission chair. **Judy Wills will reserve 324 Outreach Building for the monthly meetings and check space availability to hold the September 2011 kick-off at the Penn Stater Conference Center Hotel.**
5. Recommendations for committee chairs—Griswold will ask Lori Bechtel-Wherry to chair the Faculty Engagement committee and Jane Owens to continue as chair of PLA committee. The Financial Aid Task force will give updates as available. A new Faculty Senate Liaison is needed for 2011-12; this is a one-year membership.

Laing will share results of post-conference evaluations from the May 16 Hendrick Best Practices for Adult Learners Conference when available. One survey question asked whether attendees would be willing to attend the 2012 conference at another State College location or at a regional campus. Results will impact planning of next year's conference. **Griswold recommended Laura Perna from the University of Pennsylvania as possible future keynote speaker and will inquire about her availability.**

Suggestions for additional committees were considered including task force for veterans counseling needs including disability services and access needs.

6. Ann Williams adjourned the meeting at 2:20 p.m.

Respectfully submitted,
Judy Wills