



Commission for Adult Learners  
April 14, 2010  
119 Outreach Building,  
University Park  
10:30 a.m.  
Meeting notes

Attended: Sharon Christ, Anna Griswold, Linda Higginson, Theodora Jankowski (by phone), Martha Jordan, Leslie Laing, Spencer Lewis, Jane Owens, Amy Pancoast, Joel Rodney (by phone), Karen Schultz, Laura Swinyer, Ann Williams, Judy Wills (note taker)

Unable to attend: Bob Farrell, Keith Hillkirk, Karin Foley, Galen Grimes

Guests: Bidy Brooks (by phone), Steve Mostert, Ellen Gregorio, and Shannon Wabby

1. Sharon Christ call meeting to order.
  - a. Judy Wills announced 2011-12 Commission chair election results. Anna Griswold will serve as chair-elect for 2010-11 and Commission Chairperson for 2011-12.
  - b. Martha Jordan announced that Michael Mahalik resigned from the Commission. The bylaws do not address a procedure for replacing a chair-elect. Jordan and Keith Hillkirk discussed options and asked Dr. Ann Williams to return to the Commission to serve as chair-elect for the remainder of 2009-10 and Chairperson for 2010-11. Dr. Williams attended the meeting via phone.
  - c. Sharon Christ reported that the course substitution report is not yet complete. She will write the report with Bob Farrell and circulate electronically to members in advance of the June 9 year-end meeting.
2. Members approved minutes of March 17, 2010, by voice vote.
3. AEC Panel discussed adult learned initiatives at their respective campuses.

- Biddy Brooks, Penn State Erie, The Behrend College. Penn State Erie uses the Center for Adult Students as their One-Stop Shop. The campus integrates student services with traditional services and builds an adult learner component in. Biddy shared that Behrend College has had success with Open Houses targeted at adults. The program features faculty, career development, childcare information followed by an admissions workshop, then financial aid workshop, and finishes with an opportunity to apply. The strategy yields higher attendance than past participation in college-wide open houses. The spring 2010 event had approximately 75-80 adults in attendance with 22 applications. Application fee waiver is available and subtly promoted in marketing materials. Other initiatives include advocating for adult learners to build awareness with other groups such as Enrollment Management and the Chancellors' Council, holding workshops and welcome events, providing an adult student lounge and a chapter of the Alpha Sigma Lambda adult student honor society.
- Sharon Christ, Penn State York. Sharon explained that York campus has a designated contact person for adults. York campus also holds an evening orientation for adults and a Welcome Week for students new to the area which is family-focused. The campus activity fee committee has two adult members to help determine how to spend the funds. Other activities include "Take Your Faculty to Lunch" and workshops in topics such as Angel, and email. There has been an adult student survey to determine need for services. Other initiatives are revising the adult brochure, partnering with Mont Alto campus for the RN to BSN program,

participating a program at the Lancaster Center with HACC for two-year HDFS degree completion. A half-hour weekly on-demand adult webcast is in development, funded by a CAL Incentive Grant.

- Ellen Gregorio, Penn State Wilkes-Barre. Wilkes-Barre campus has an adult learner committee which looks at trends of campus majors for enrolling adults and at how to market more effectively. The campus is seeing an influx of returning veteran students and looking at ways to help make the transition to school. Ellen has sent postcards to non-degree students asking them to re-enroll and worked collaboratively with CE area reps to reach out to students regarding degree completions. Campus adult open houses have not been successful, and off-site open houses are now held in the downtown area. She also provides outreach to local community colleges and meets with students including doing an unofficial transcript review.
- Steve Mostert, Penn State Abington. Penn State Abington has a committee that meets quarterly to build awareness of adult student issues. The committee ensures first-year transfers are oriented and advised. Sub-committees are task-focused and committee members help build awareness into other existing groups. Twice a year a data warehouse report called “Know Your Numbers” is generated to help determine strategy and give a sense of specific demographics of the adult learner population. Sample copies of the report were distributed. The query is built on a cross-match of age and adult indicator to also capture adult learners less than twenty-

four years of age. The campus also provides a center for childcare and facilities for nursing mothers.

- Shannon Wabby, Penn State Schuylkill. Transfer days are held at two community colleges. Time is set aside during Enrollment Management meetings for adult learner issues. The Adult Student Organization has two community outreach events: Safe Trick-or-Treat and Bunny Trail of Treats. Wabby has created an informational flyer containing adult information with statistics. Wabby serves as a single point of contact from initial phone call to final schedule of courses. She has received CAL Incentive Grant funding for her College Prep for Adults program which will begin soon. The program already has ten registrants and will be five weeks long with a 2-3 hours session each week on various topics and will offer an application fee waiver. They also offer a partnership with regional eastern campuses to help accelerate BS in business and RN to BSN programs.

#### What types of support do AECs need from the University?

- Continued availability of 'It Shows' post cards.
- Awareness of timing issues which are different for adults.
- Reinstating regional AEC meetings to know what other campuses are doing.

#### 4. Committee Reports

- a. Faculty Engagement-Theodora Jankowski reported that she and Bob Farrell will be finishing their terms on the Commission in June. Their work on the survey and handbook appendices is complete and the current committee will not set an agenda for

next year's committee. Bob Farrell will remain available as an adjunct to the committee and Commission as needed to advance the survey and appendices through the next steps. Theodora will give the committee's year-end report at the June 9 meeting.

- b. Hendrick conference planning-Leslie Laing reported that conference registration is open and over one hundred registrations have already been received. Laing asked for members' support and ideas for promoting travel grants to the campuses. The Commission's two annual awards winners have been selected, Superior Service to Adult Learners Award and Outstanding Recruitment or Retention Program Award. Laing asked Commission members to be available for a 12:45 p.m. group photo at the conference. Members discussed alternate timing of the conference to increase attendance. Members can send ideas to Laing or Sharon Christ.
- c. PLA—Jane Owens reviewed changes to the 'It Shows' web page regarding Prior Learning Assessment. Laura Miller, Outreach Marketing, demonstrated the updates which will be published tomorrow on [www.outreach.psu.edu/CE/index-new.html](http://www.outreach.psu.edu/CE/index-new.html) . The changes will also be tagged for search engines. Owens will meet with Dr. Wayne Smutz, Martha Jordan, and Betsy Esposito, CE@UP, over the summer to discuss developing pilot PLA centers which will centralize resources in one spot.

5. The meeting was adjourned at 12:14 p.m.

Respectfully submitted,

Judy Wills