



**December 17, 2014**

324 Outreach Building, University Park  
Polycom dial-in 440229  
10:30 a.m.  
Minutes

Attended: Ken Thigpen, Chair; Jamie Campbell, Sueann Doran, Pete Forster, Martha Jordan, Sonya Leitzell, Albert Lozano-Nieto, Bert McBrayer, Paula Milone-Nuzzo, Brooke Repine, Sherry Robinson, Maria Schmidt, Pat Shope, Terry Speicher, Judy Wills, recorder; and Ken Womack

Attended by Polycom: Francis Achampong, Kelly Austin, Jo Anne Carrick, Diane Chamberlin, Angela Pettitt

Guests: Renata Engel, Michele Rice, and Daad Rizk

Sponsors attending: Rob Pangborn, Craig Weidemann

Unable to attend: Apryl Kadish, Leslie Laing

1. Ken Thigpen called the meeting to order.
2. Updates and announcements.
  - a. Thigpen reported that Dr. Barron's office needed to reschedule his visit until February 18, 2015.
  - b. University-wide updates on adult learner initiatives
    - i. Martha Jordan was invited to attend an ACUE Committee meeting to discuss changes to policies AAPPC2, D5 and M4 which relate to adult learners and how they move among campuses.
    - ii. Jordan shared a letter written by Dr. Esther Prins which was read at the December Faculty Senate meeting during discussion on a proposal to revise HR37 for dependent tuition grant-in-aid. The letter addressed the negative impact of the proposed change on adult learners.

c. Comments from sponsors

i. Comments from Craig Weidemann

1. President Barron continues looking at how to reduce cost to degree.
2. Provost Jones recently spoke to PHEAA about aid for students studying from a distance.
3. Weidemann sent response to President Barron's inquiry about what CAL does in support of military and veteran students. Martha Jordan shared draft of the document prepared for Weidemann which outlined CAL's support of veteran/military students.
4. Weidemann encouraged CAL to look at the President's imperatives. He suggested looking at student engagement for both face-to-face and online students.
5. Renata Engel will lead a task force which will look at reducing time to degree.
  - a. The task force will be co-chaired by Renata Engel and David Christiansen and include representation from across the University. The group will focus on items that have rapid response due to groundwork that's already laid.
  - b. The group will look at ways to strengthen and expand bridge programs, particularly for areas of content that satisfy degree requirements.
6. Beginning summer session 2015 at University Park, there will be an online Transitions Program available to assist students' transition from campus to UP during the junior year. The program will prepare students to fully participate in career fairs in the fall.
7. Engel will also lead another group around financial wellness with a goal to give all students access to coordinated resources and content for improved navigation through academic and financial plans as they move through curriculum.
  - a. Andrea Dowhower has results from a study showing that the opportunity for students to work on campus helps improve grades.
  - b. Goal is to demonstrate that students graduate with less debt, in fewer semesters, with sustained

academic progress.

- c. There is also opportunity to expand existing services for traditional students that would subsequently benefit adult learners and identify what related committees already exist.

- i. Comments from Rob Pangborn

- a. Pangborn is pleased to have Dr. Rice on board to advance University interest in PLA and PLA policies and procedures. Rice will be looking at transfer credit capabilities in Lion Path. Thigpen noted that this will be beneficial in working with community colleges around articulation agreements.
- b. Pangborn's office has created a demographic profile forecast with Madlyn Hanes' office which shows where students will be well into the future. Currently there is not good data on returning adults because of the difficulty in predicting when they will return to school.

- 3. Committee, Liaison, and Task Force Reports

- a. Faculty Senate Liaison-Angela Pettitt; No report
- b. Access and Affordability Task Force update-Francis Achampong
  - i. Achampong reintroduced the task force members and shared a summary of their work to date.
  - ii. Focus has been on identifying barriers and setting context of their importance.
  - iii. Information gathered
    - 1. Growth of adult headcount since 2009. Slightly more than half of the growth was at campuses.
    - 2. Number of adults with some college but no degree.
    - 3. Number of veterans who are transitioning to civilian life.
    - 4. President Obama's goal for percentage of Americans who hold degrees by 2020.
  - iv. Barriers
    - 1. Rising tuition and fees.
    - 2. Obstacles to credit for prior learning.
    - 3. Transfer credit system is not customer-friendly.
    - 4. Financial Literacy
    - 5. Academic Preparedness
    - 6. Lack of degree completion programs.
  - v. The task force's final report and recommendations will be presented in May.

1. Renata Engel will share her task force's timeline to identify possible areas of collaboration.
  2. Weidemann suggested to rank order the recommendations when presented and to indicate which items CAL may take on.
- c. Awards and Recognitions Committee – Diane Chamberlin
- i. The committee reviewed Shirley Hendrick Award nominations and selected the recipient and nominees for presenting at the Hendrick Conference.
  - ii. Per University protocol, the information will remain confidential to the internal committees until announced by University Relations.
- d. Hendrick Conference Planning Committee – Judy Wills.
- i. Michele Rice has agreed to give remarks during the opening session and the planning committee is holding time for the Shirley Hendrick awardee to speak.
  - ii. Each CAL committee and our Faculty Senate Liaison will present sessions and the planning committee has invited presentations with topics of interest identified by CAL at prior meetings.
  - iii. Provost Jones will give remarks at lunch.
  - iv. The Hendrick family confirmed availability to attend the lunch program and grandson Ryan Hendrick will give brief remarks.
  - v. A tentative keynote speaker has been identified to address the workforce topic recommended at the November Executive committee meeting. Weidemann's office will send letter of invitation.
  - vi. After break the committee will shift focus to developing conference communications and registration form with target date to open registration on March 2.
- e. Military and Veteran Support Services Committee – Sueann Doran
- i. The committee has proposed two separate sessions for the Hendrick Conference.
  - ii. The committee will review its survey of certifying officials for updated information at campuses and to identify and develop best practices and questions for the proposed survey of military and veteran students.
  - iii. In January, Doran will meet with Student Affairs to discuss the administrative details for the planned survey of student veterans.

- f. Prior Learning Assessment (PLA) Committee-Pat Shope
  - i. Credit by Portfolio discussion.
    - 1. This method of PLA is underutilized and inconsistently administered at Penn State. The committee's tentative topic for their Hendrick session will be around portfolio assessment.
    - 2. Chris Long and Diana Gruendler in Liberal Arts created and will offer a portfolio development course. The course number is LA201W. Shope has copies of the syllabus.
    - 3. Liberal Arts is seeking five students to pilot the course this spring. Pilot participants will have to pay for the course, but are not guaranteed that any portfolio they build will be assessed or will receive credits. Shope noted that the assessment fee will be waived for pilot participants. Currently the fee is \$390. Shope noted that CAEL recommends for integrity purposes keeping who develops a portfolio separate from who assesses it. This pilot aligns with the recommendation.
    - 4. Questions were posed about whether the course would be offered to any student from any college, whether it meets the 'W' requirement, and whether the course went through the Faculty Senate approval process? Shope noted that the course was done outside of the PLA Task Force and recommended course-specific questions be routed to Long or Gruendler.
    - 5. The committee discussed how other institutions address this and ideas for addressing the cost barriers associated with credit by portfolio assessment for adults who are part-time students and pay course by course. Idea was raised to offer portfolio development as a digital badge then each department can assess portfolios as an assignment.
    - 6. Shope noted that the course is a starting point to create consistency, provide guideline, and engage in portfolio assessment as an underutilized process.
- 4. Members approved the minutes of November 19, 2014 with revisions.
- 5. Thigpen adjourned the meeting, 12:07 p.m.

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