



Penn State

Commission for Adult Learners

Executive Committee Meeting Agenda

Date: April 17, 2024

Time: Noon - 1:00PM

Attendance: William Fritz, Jessica O'Brien, JoAnne Kelly, Biddy Brooks, Leslie Laing, Michele Rice, Nadia Richardson, Tracie White, Charles Greggs.

Welcome

March Minutes Approval

Motion to approve: JoAnn

Seconded by: Chuck

Approved

Hendrick Conference Debrief

- A debrief occurred during the general meeting, addressing considerations for future conferences.
- Planning for the next conference and improvements needed. The Barron Innovation Center is now charging for space, prompting discussions on venue option such as the Nittany Lion Inn or Penn Stater.
- Concerns raised regarding manpower for handling technological aspects and the need to reserve rooms well in advance (12-18 months).
- Exploring the possibility of hosting the conference at a different campus with a new format and location.
- Anticipated deficit of approximately \$7000, considered manageable.
- Support voiced for exploring alternative locations, especially given the hybrid format.
- Penn State News is preparing a story on the conference, expected to be published in the coming weeks.

Announcements

- End of Year Document – Emphasis on brevity, utilizing bullet points for action items. Initial content from today's meeting deemed a good starting point, with Bill responsible for formatting and incorporation into the report. The Executive group will review and proofread as necessary. Deadline for completion: June 30th, with Nadia providing a report at that meeting.
- Motion to consider hosting the conference at Great Valley in May 2025.
 - Discussion on technology support and the potential use of Whova(<https://whova.com/>) ensued.

Adjournment (No later than 12:50)