



**March 16, 2016**  
324 Outreach Building, Innovation Park  
12:30 p.m.  
Executive Committee Minutes

Attended: Francis Achampong, Chair (by Polycom), Martha Jordan, Albert Lozano (by Polycom), Michele Rice, Terry Speicher (by Polycom), Renee Thornton-Roop, Judy Wills, recorder.

1. Francis Achampong called the meeting to order and members approved minutes from the February 17, 2016, meeting as submitted.
2. Action items raised during full Commission meeting/committee reports

As follow-up to the Integrated Social Services program overview, members look forward to having this morning's presenters return for an update next year to hear report of the numbers the program brings in. From the perspective of the strategic task force goals, having this program available as an option for adults is easier than developing a degree completion program from ground up.

As follow-up on moving forward with the short-term military absence policy recommendation, Renee Thornton-Roop will work with Beth Seymour on the process for requesting Faculty Senate approval.

As follow-up to the preview of the PLA Brochures, Michele Rice invited members to send feedback on what other information to include in building the PLA web site.

For the 2017-18 Chair Nominations, Ken Thigpen had received a list of people to contact, and was unable to make contact prior to his recent travel. The slate will instead be presented at the April 20 meeting, with a vote by email ballot afterwards and results announced at the May 18 meeting.

3. New business-Scholastic Awards update

Judy Wills confirmed that the list of scholastic awards recipients who are adult learners arrived. There are fifty-four adults across the University receiving one of the awards: Freshman Award, Sparks Award, and Evan Pugh Award (Junior and Senior level). Dr. Achampong provided updates to the letter of congratulations sent on behalf of the Commission and Wills will prepare and send them in early April

4. Planning for upcoming meetings

a. Arrangements and location for April 20 meeting

The University Park attendees will meet in 241 Outreach Building instead of 324 Outreach Building due to scheduled construction in the building. Polycom will be available for members at campuses. Dr. Carol Reardon, Penn State Laureate, will present an overview of her perspectives from meeting with military and veteran students across the Commonwealth. Achampong introduce Dr. Reardon.

b. Plans for year-end report to sponsors

The year-end meeting will be held on May 18, beginning at 10:30 a.m., in 241 Outreach Building and by Polycom. Sponsors and presenters are aware of the change in date after the cancellation of the May 11 dinner meeting.

Julie Cross from Outreach Analytics and Reporting will share updated data reports, the strategic task force will share its final report, and Dr. Achampong will provide overview of the accomplishment for 2015-16, including input provided to him in advance by the committee chairs.

5. Achampong adjourned the meeting at 1:00 p.m.

Submitted by Judy Wills