

Faculty Council End of the Year Report

Committee: Undergraduate Studies Committee

Chair of Committee: Sam Nutile, Jalaa Hoblos

Committee Members: Paul Lynch, Jeffrey Coy, Travis Yates, Erin Dick, Grace Galinato, Daniel Schank, Ruth Pflueger

Meeting Dates: 10/1/2020, 12/2/2020, 4/16/2021

Charges: (Include the status/progress of each charge)

1. Review and recommend teaching and advising award recipients. (Standing Charge)

- Complete
- Mike Naber nominated for Guy W. Wilson Excellence in Academic Advising Award
- Massimo Verzella nominated for Council of Fellows Excellence in Teaching Award

2. Continue to advise faculty and staff on the implementation of the new general education curriculum.

- In progress
- Members of the Undergraduate Studies Committee (Sam Nutile, Paul Lynch, Jeff Coy) met with members of ACPC (Terri Mando, Emily Artello) on October 23 to discuss how to advise faculty and staff on the implementation of the new general education curriculum.
- We discussed the potential for appointing a point person within each department that would be a source of information for the Gen Ed requirements
 - o This person would be an expert in the Gen Ed requirements required for the majors supported within the department and be available to answer questions from other faculty or staff within the department that may arise during student scheduling
 - o This idea was based on a similar position that has been created within Industrial Engineering that has been successful
- Additionally, the General Education Checklist form (originally created by Glenn Kumhera) could be modified for each department to help students and advisers keep track of the general education requirements for each student.
 - o There was an effort made to track down a Word version of the Gen Ed checklist, but this will need to be followed up on.
- There was also discussion of appointing a member from the Undergraduate Studies Committee to the Academic Advising Committee to improve communication regarding this issue. We will need to follow up with the Academic Advising Committee in the Fall 2021 about this charge.
- We will need to follow up with ACPC and work with each School and Department about creating the Gen Ed Checklist forms for each major and distributing them to each faculty member for use.

3. Continue coordinating with ACPC regarding issue of advising. Possibly appoint a representative from Undergraduate Studies to the Behrend Academic Advising Committee.

- In progress

- This charge was similar to the charge above and progress will need to continue in the future with better communication with ACPC and the Academic Advising Committee.
4. Develop a statement of good writing (Ad-hoc with English Faculty). If you would like to pursue, consult with Ruth Pflueger.
- Complete
 - Dan Schank and Ruth Pflueger completed the statement of good writing. We are waiting direction on who should receive this statement and how it will be distributed.
5. Continue work on evaluating Behrend's First Year Seminars and make recommendations as needed. Can work with Student Life on this, as well as a separate committee working on this with members from each school. Look at developing/encouraging a stronger coordination between FYS and Belonging@Behrend in order to eliminate disconnect between the two groups.
- Complete
 - A separate committee was created by Faculty Council to revise Behrend's First Year Seminars. Grace Galinato from the Undergraduate Studies Committee was nominated to serve on this committee.

Suggested Charge(s) For Next Year:

- Review and recommend teaching and advising award recipients (Standing Charge)
- Continue working with ACPC and begin coordinating with the Academic Advising Committee to finalize plans for General Education Checklist forms for each department to aid in advising related to Gen Ed Requirements
- Work with Academic Advising Committee and School Directors to discuss the possibility of creating a position for a General Education Coordinator to help with advising students on revised requirements
- Develop a short training for Gen Ed Education Coordinator to ensure these individuals feel comfortable advising students on required Gen Ed courses