

Faculty Council Meeting
Tuesday, November 6, 2018
11:00 AM – 12:00 PM – Reed 112

- I. Call to Order
 - a. Meeting called to order 11:01 AM
 - b. Look over minutes and let Emily know if you have changes.
 - c. Approval of Minutes – Mike Naber and Luciana Aronne

- II. Welcome and Comments from the Vice Chair
 - a. Elections for Grad Affairs committee are on way. Still waiting on elections from one school, but three are complete.
 - b. Question: Who votes on people for the committee? Answer: Members of graduate faculty.

- III. Committee Chair and Representative Updates
 - a. Graduate Affairs - No one up for Grad Faculty Status or Grad Programs up for review.
 - b. FT and Standing Faculty Promotion and Tenure Committee - will have election in January.
 - c. Part-Time Faculty Reps – N/A
 - d. Academic Computing – N/A
 - e. Athletics – Waiting for data to come in on student athletes and then will review that.
 - f. Undergrad Curricular Affairs – Going through and getting shortened courses guidelines approved.
 - g. Faculty Affairs – Met and reviewed charges; finalized items; charge for evaluating and rewarding program chairs – looked at these and some were unclear – clear descriptions will be sought from each school. Recommended Undergrad Coordinator Position in each school, which would include scheduling, helping with retention, etc. Will look for recommendations – send to “Count Me In”
 - i. Ralph suggests sending he and Pam written report from last year.
 - ii. Would like to revisit college-wide grant writer proposal (next semester)
 - iii. Admin looking into Workloads and Workload calculation for faculty. Committee has offered services to help as sounding board for definitions.
 - iv. Recommendation – implement a common hour for scheduling, meetings, and so on to be conducted some time in 2020. Each school should attempt to set a common hour since a campus-wide hour was not able to be agreed upon. Pam says UP is pushing hard for this as well.
 - v. Committee did add another charge – Faculty Attendance to Faculty Senate Meetings. Get info from 50% of each school on why people are/are not attending.
 - vi. Subcommittee – Non-Tenure Track Faculty – All charges complete except Workload charge and BCF 19 – promotion for lecturers still needs revised. Committee worked on suggested revisions and emailed to Pam last year. Luciana will resend.
 - h. Research – Reviewed sabbatical proposals from this year and sent recommendations on to Ivor. Event on Thursday for research collaborations with UP and using facilities down there that should be coming around via email. Thursday at lunch time (providing lunch).

\$10,000 to collaborate with scientists and staff at Research Institutes at UP (Ivor). Get time with them and time on equipment. Will be on Zoom and taped.

- i. Scholarship and Awards – N/A
 - j. Student Life – Got rid of a lot of charges thanks to Count Me In initiative and many were already done. They feel they are struggling as a committee to find their purpose.
 - i. One idea is that SGA President could bring forward concerns and issues students are having and find a way students and faculty can work together to solve concerns. One concern brought up is Campus Safety.
 - ii. Melanie asked if they are communicating with Student Activities/Housing, etc.
 - iii. Science is feeling neglected – coffee cart is gone, bus stopped going all the way down to Science buildings. Luciana’s classes are ending at 4:20 and some classes are starting at that time. Students leaving class early to get to another class.
 - k. Undergraduate Studies – Committee discussed charges. A charge that was tabled the prior year that is now being addressed is faculty members sticking to a timely grading schedule. They have a letter penned and will be sent out to faculty later this semester. May also send letter to students and point them to handbook and where it is discussed. Will meet next week again to discuss letter to faculty about grades. SGA rep is working with them.
 - i. Will also address how the Gen Ed requirement changes have gone and have sent these to Pam and Ralph, discussing successes and concerns. Concerns include certain courses withheld from seniors and juniors.
 - l. Institutional Equity and Diversity – N/A
 - m. University Senate Representative – N/A
 - n. John Jarecki – Student Council – SGA focus on communicating with students. Suggestion boxes, open forums – very affective. Issues in Science Complex make up bulk of comments received this semester. Pushing for timely grading.
- IV. Ralph Ford, Chancellor
- a. Met with SGA – nice to see level of activity within Student Govt.
 - b. Today is Election Day. Please encourage students to vote. Running a number of buses and vans from campus to polls. One idea to discuss – how we have civil debate among ourselves as a student group. Would like to think about how we as a campus can foster civil dialogue and have rewarding discussions with each other. Ability for people to share opinions and respectfully debate and discuss.
 - c. Announcement with Erie Insurance (partnership/gift). Will benefit PASS Scholarships (Endowment) – Help us with students who do not have financial means. Helping with summer bridge program and provide funding for them for first two years. Other Endowment will provide funding for internships in the community. Program will enroll students starting this summer.
 - d. Parents/Family/Alumni Weekend this past September – added alumni to it. Very good alumni turnout. Going to continue and build tradition.
 - e. Enrollment Numbers – University waits until early October – “official census date” – Will email them to campus later today. Dropped by 183 students. World Campus numbers continue to go up (but can be misleading).
 - i. Great awareness of enrollment challenges across university. 5 Year Numbers are very good. Up 4.5%. University did make some changes to admission process this year and last year. Common App, Coalition App, and My Penn State

App. Real increase in numbers this year but it is early on. Cautiously optimistic. 10% of population is International Students – a shift.

- ii. Behrend Speaker Series- A political debate between Howard Dean (former Gov of Vermont) and Elise Jordan. Tuesday, November 13 in Junker. Partnership with Jefferson Educational Society. Students and Faculty get in free. Jefferson Educational Society events are free to students, pending ticket availability.

V. Pam Silver, Interim Associate Dean of Academic Affairs

- a. PASS – identifying underserved groups – economically challenged that meet the qualifications for PASS. New Americans (how can we help them use PASS but also how can we reach out into the community while they are still HS students and begin working on English language skills).
- b. Looking at students in Iroquois School District – United Way Community School Project – a liaison b/w Behrend and Elementary school whose function it is to coordinate any kind of social service between student and family. Almost 100% of these students qualify for free breakfast, lunch and soon dinner.
- c. Working with high school to basically do dual-enrollment programs that happen in the school. Already do this with Harborcreek. Overwhelmingly, the students from the HS that stay local, go to Behrend.
- d. Reach underserved populations in city itself. Reading on Grade Level (United Way) – read at 3rd grade level by the time they are in 3rd grade. Help Erie High School students with PASS. Many students qualify for scholarships and what we need is to provide housing awards to get them out of bad situations.
- e. Count Me In – 9 Teams – each team has multiple sub-teams. Teams are made up of faculty, staff, students. Many are on multiple teams. Some teams are still meeting and gaining recruits. $\frac{1}{4}$ of Faculty Members, $\frac{1}{2}$ staff, all admins, and some representatives from IT on teams. Even have people from housekeeping on teams. Response has been immense. Once teams report out, Pam can say who is on them and from what areas.
- f. Big challenge that we're facing is a Global/National one. Demographics are such that we now are an aging population – not bringing enough new babies into world to create a college-level population. Going to see decreasing HS grad numbers until middle of 2020s. Think about ways to keep students we have (not to UP), attract more students from within PSU system to come to Behrend, recruit more students from our own service area, as well as out of state and internationally. Look at every facet of what every student and their families deal with. Student academic success, grading, culture at Behrend, special groups of students, etc.
- g. Bottom line is that in addition to all of this, people are talking to each other in ways they haven't done before. Looking at each other's jobs, roles, etc. Pam hopes that energy that is on campus right now will build term long-term dialogues, understanding, and relationships, and that even if there is not a formal team structure, there will be an informal under-structure underlying what we do.
- h. Will do full presentation on Count Me In for Faculty Senate Meeting.

VI. Ivor Knight, Associate Dean for Research and Graduate Studies

- a. Commonwealth Campus Facilities Program (mentioned above – partnership with UP to use research facilities and staff resources).
- b. Faculty Affairs Committee – we don't have a position for a full-time grant writer, but he has contracted with a firm (Hanover Research) that provides a similar kind of service.

They are currently doing a pilot with two proposals (Psych and Bio) for NSF Major Research Infrastructure Grants.

- c. VP for Research at PSU has announced retirement in June. Ivor and Ralph are working on a proposal to invest in faculty here in a way that increases research activity. So, there is now some urgency to this b/c he is leaving.
- VII. Other Business
- a. Laurie – the last FAS chat of the semester is the 15th at 4:15 in Metzgar – will feature Photography club on campus.
 - b. Luciana – regarding the Count Me In initiative. Concerned that those who are not on committees, but are willing to volunteer in other ways to increase retention will be told no. Encouraged to further discuss with Pam.
- VIII. Adjournment
- a. Motions to adjourn - Russ Hall and Luciana Aronne, 12:00 PM.

Attendance: Melanie Hetzel-Riggin, Sharon Gallagher, Russ Hall, Matt Swinarski, Janis Filbeck, Pam Silver, Chancellor Ford, Michael Naber, Matt Cizek, Luciana Aronne, Emily Cassano, Blair Tuttle, Ivor Knight, Eric Corty, Laurie Urrarro, John Jarecki, and John Jarecki (SGA).