

Penn State Behrend Faculty Senate

Wednesday, April 4th

4 pm Burke 180

Call to order: The meeting was called to order by Chair Laurie Urraro at 4:05 pm.

Approval of Minutes from February 28th, 2018 meeting: Luciana Aronne moved that the minutes be approved as written and Rod Troester seconded. The motion passed.

Reports of Officers and Standing Committees Officers:

Laurie Urraro, Chair:

Officers for the 2018-2019 school year will be:

Vice-Chair: Melanie Hetzel-Riggin

Secretary: Emily Cassano

Part-time faculty reps: David Waples, Molly Lang

Senators: Ed Evans, Jim Fairbank, Lisa Mangel

Ombudman: Jonathan Hall, Dave Dieteman (alternate)

Committee chairs for the 2018-2019 school year will be:

Zhifeng Xiao (Academic computing)

LeAnn Davids (Athletics)

Evan Ringle (Curricular Affairs)

Matt Swinarski (Faculty Affairs)

Papiya Bhattacharjee (Institutional Education Diversity)

Russ Hall (Research)

Aimee Pogson (Scholarships & Awards)

Luciana Aronne (Student Life)

Mike Naber (Undergraduate Studies)

An issue was raised at the last Senate meeting about some faculty giving exams outside of normal class hours, which has interfered with evening classes. Professors giving the exam should allow students taking them to have a make-up; students should be attending their regularly scheduled classes. Per Ed Evans, the ME department schedules many evening exams and their policy is and has been to offer students a make-up exam instead of forcing them to miss class to take an exam. Pam Silver reminded the group that they can use proctors.

Guest Speakers: Andy Herrera, Carol Peterson, Mary Mischler from the Office of Disability Services

Andy: There has been lots of growth in the department which is located in Reed 1. Andy oversees the unit. We have responsibility to provide these services due to ADA and 1973 Rehabilitation Act. 195 temporary and active students are using services. The majority of disabilities are those that you cannot see. Never feel intimidated by a student asking for help. They must submit documentation. They are provided accommodation letters and then they meet with you. The goal is for them to learn to advocate for themselves.

Carol: They provide many technologies to fulfill the needs of the students:

Kurzweil Readers which allow them to have textbooks read to them. Smart pens and recorders are for note taking. They write in a special notebook and it records their lecture.

Handheld recorders are used when needed.

Note Taking Express is a subscription service where they upload audio and get a transcription. They have to be in class to make the recording.

Peer Note takers is being phased out. Their retention is better when they take their own notes. (Let them know if they do not come to class because they have a note taker.)

Dragon Speaking Naturally is used mostly for temporary issues like a broken arm. They speak into it and it translates to text.

Temporary accommodations including wheelchairs are available.

Consideration Letters are presented when they need to excuse themselves quickly, such as Crohn's or IBS. They have the student give the letter to the instructor so that they are proactive. This is not retroactive. They must talk to you at the beginning of the semester each time.

Mary: If students need help with testing, it will be in the letter. The student may choose not to use the accommodations, and the faculty member is not responsible for making sure they use them. They are creating an expanded testing area. They have 17 student desks and 5 student testing computers. They have hired non-student exam proctors. This semester they started using Box folders for receiving/returning exams. They recently implemented an online test form.

Other notes:

No funding for testing (to prove a disability) except Office of Vocational Rehabilitation. There is one in every county. They are looking at using Graduate Psychology Students to take the tests which are very expensive.

Student Affairs should contact you if there is a temporary problem. If you need captions for online courses, there is some software that helps. It is done on a case by case basis. Their website has lots of information for faculty.

Tim Krause, Vice Chair:

Council voted to place four proposals on the ballot for Constitutional changes:

Establish a promotion review committee for fixed-term faculty

Establish a graduate curricular affairs and nominations committee

Place Past Chair on nominations committee

Require that, for the Faculty Affairs Committee, each school elect one fixed-term member and one tenure-track member

There was discussion on whether to have one vote for all four amendments or separate votes for each and the former was chosen.

Jane Ingold, Secretary: No report.

Sharon Gallagher, Past Chair: No report.

Luciana Aronne, Parliamentarian: No report.

Committees:

Robin Panda, Chair of Academic Computing: Nothing to report.

Carol Wilson, Chair of Athletics: Carol told Laurie they will meet soon.

Melanie Hetzel-Riggin, Chair of Curricular Affairs: The draft guidelines for the condensed course development and implementation are almost complete. They will review them with Pam's office and the whole committee after which they will disseminate to the faculty. (Laurie reported for her)

Ozgun Caliskan-Demirag, Chair of Faculty Affairs: Nothing new.

Alicyn Rhoades, Chair of Research: Not present.

Sarah Whitney, Chair of Scholarship & Awards: Not present.

Omar Ashour, Chair of Student Life: Not present.

Joseph Previte, Chair of Undergraduate Studies: Not present.

Nicole Shoenberger, Chair of Institutional Education Diversity: Not present.

Representatives:

Denise Divins and David Waples, Part-Time Faculty Representatives: No report.

Rod Troester, University Senate Faculty Representative:

Last meeting is the end of this month and he will send agenda. There is a proposed change term of office for senate chair from one year to two. At the last meeting there was an extensive budget discussion. Nick Jones and Madlyn Hanes will be on campus tomorrow. Ralph will make sure they leave time for questions.

Moustafa Elhadary, Student/Senate Representative: Not present.

Administration:

Dr. Ralph Ford, Chancellor:

For next week's update sessions, please send your thoughts ahead if want. It will be more informal than the state of the college sessions in the fall. Congratulations to School of

Business for their successful AACSB visit. Mary Connerty won the Atherton Award. Kathy Noce won the Commission for Women Faculty Award. Trippe Hall is moving along nicely and is ahead of schedule.

Dr. Pam Silver, Interim Associate Dean for Academic Affairs:

All schools have approved non-tenure line policies and procedures. They will be sent down to UP next week for approval. The researcher policy will also be sent down.

We are fairly confident we have enough seats to meet obligation for next year for integrated general education courses. They are still soliciting course proposals at UP. Recertification is happening for the rest of the courses.

If you are teaching a course ending in 97 and have taught it three times, you must put it through curricular approval process before you teach it again.

Dr. Ivor Knight, Associate Dean for Research and Graduate Studies:

Thanks for the amendment for establishing a graduate committee as it was one of his goals to see that happen.

Old Business: None.

New Business: None.

Announcements:

Please join us on for the SGA Diversity FAS Chat on 4-10, 4 pm, Metzgar.

The last Faculty Luncheon Forum of the semester will take place on Friday, April 20th, around noon, in the Smith Chapel, and will feature a local translation business; local business owners Matthew Reichert and Ramzi Zinnekeh will discuss the importance of multi-culturalism and how it has enabled them to create Linguistic Solutions.

The next Faculty Council meeting will be: 4/19, 4 pm, Reed 113.

The next Faculty Senate meeting will be: 4/26, 4 pm, Burke 180.

University Senate meetings (UP): April 24th, 2018.

The Gender Conference starts tomorrow.

Adjournment: Luciana Aronne moved that the meeting adjourn and Sharon Gallagher seconded. Motion passed. Meeting adjourned at 4:52 PM.