**Faculty Council Meeting Agenda**

**Monday November 16, 2015 – Glenhill Farmhouse, Memorial Room**

**Present:** M. Burke, S. Gallagher, K. Noce, N. Shoenberger, M. Swinarski, J. Amicangelo, P. Kress, J. Sitter, C. Nagle, E. Kuttenberg, P. Bhattacharjee, V. Kazmerski, R. Ford, D. Blasko, L. Aronne

1. Call to Order – Luciana Aronne, Faculty Council Chair – 4:32 pm

- minutes approved electronically prior to meeting

1. Updates from Officers and Standing Committees (If any)
	1. Officers
2. Faculty Council Chair – Luciana Aronne

iii. Secretary – Vicki Kazmerski– no report

* 1. Committees
1. Academic Computing – Meg Burke – met with the Computer Center – they are coordinating the committee charges with what the center does
2. Athletics – Nicole Shoenberger – scheduling for athletics – it is the student’s responsibility to schedule classes at the appropriate time; website being developed to list times that student athletes will be at games; SAC – team leadership group for athletes – meets at 9 pm Thursdays and is open to faculty; discussing possibility of men’s wrestling and women’s bowling teams; cost of startup for wrestling will be donated; currently the college is in violation of Title IX – not enough males participating; students can make up exams in the Junker Center – contact Brian Streeter; scheduling student athlete schedules will be harder with new scheduler software; suggestion on making a place on web to search athletes and times missing class
3. Curricular Affairs – Matt Swinarski – reviewing curricular proposals through CRCS, Rod Troester met with committee to review university procedures; reviewed Behrend guidelines for curricular procedures; meeting training on new system – some of committee and administrative staff will meet next semester to go over procedures

iv. Faculty Affairs – Eva Kuttenberg

- the adhoc committee on the promotion has been established, will meet after break.

- regarding their 1st charge – student retention is moving slowly; this fall 35% of the first year students listed a UP major as a first choice – need to investigate; also need to investigate how to improve diversity on campus; Suggestions –1) to look at exit surveys; 2) Also ask for information from Ken Miller’s office

Q: is 35% a typical percentage; A: R. Ford – thinks this is pretty close to other years; Comment: Also look at comparison to other campuses – D. Blasko – need to look at first choices – and need to look at those students who could complete a major here at Behrend.

v. Research – Jay Amicangelo

- in Oct – reviewed 13 sabbatical applications – recommendations were forwarded on to the Senior Associates Dean’s office

- developed a list of names to contact from each school to try to standardize the information set for digital measures; will be working on next charge – creating guidelines at next meeting

vi. Scholarship and Awards – Courtney Nagle – call is out for University-wide Award nominations – deadline – December 2. Reminder will be coming out this week.

vii. Student Life – Papiya Bhattacharjee – met today – subcommittees are working on their charges; key charge – international students – arranging a dinner to invite International students and faculty that will occur next semester – will need a source of funding.

- student retention – met with Ken Miller – got report – shared with E. Kuttenberg – for this committee this year – targeting African American students who leave in high levels; will develop a survey to send to students who have left this semester.

Comment: Student retention – there are two separate issues: how to help students performing badly and how to keep people from transferring to UP.

Is the standard for admission same at two campuses?

viii. Undergraduate Studies – Kathy Noce – working on charges – looking at General education curriculum and how to advise in the gen ed curriculum; looking at developing a list for schools who to contact for digital measures; Common Read Program – work with Sarah Whitney to develop; Comment from D. Blasko - some of the other campuses have been doing this- we will be piloting this may or may not choose same book as University Park- next year will try to make a big event

ix. Engineering Representative – Rob Weissbach – not present

* 1. Representatives
1. Part-Time Faculty Representative – Renee Finnecy and Jennifer Mangus

ii. Senate Representative – Sudarshan Nelatury

iii. Student Representatives – Josh Sitter, SGA President and Pat Kress, SGA Vice President

- Dec 7 – Student Faculty appreciation dinner – 2nd annual – RSVP – fliers went out

- developing a time capsule – there is a form on Behrend sync to add items to the capsule.

1. New Business

Luciana Aronne – Constitution revisions – during voting on Constitution – 59% of faculty voted and it was approved. However, there was an editorial error discovered. The Senate Constitutional committee at UP approved the change: Article 7 Section 1A Promotion and Tenure. Strike out the section that was inadvertently copied.

- Our revisions will then be sent to the Constitutional committee of the University Senate

 – Faculty Concerns Committee update – met with R. Ford and committee today – The committee was charged. John Roth will chair the committee

- email sent out concerning security footage in a computer lab – UP said that it can’t be used for academic integrity concerns; D. Blasko provided background on what the footage can be used for – from beginning established that it is only for security. But there are testing centers that do have video monitoring that can be used for monitoring in exams. Students must know ahead of time that they are being monitored.

- Investigate creating a testing center; investigate ways to monitor exams – what faculty can and can’t do – what are limits to what can be done – e.g., faculty can’t get phone and look through list of text messages.

Dawn Blasko

– LionPath training will be available for advising – transition will occur by Fall 2016 – every advisor should be trained – policies are being changed, e.g., late drops will be going away, will only be able to take a course 3 times – and GenEd will be changed so ALL faculty will need to be trained

- Comment from Swinarski – there should be online training

- Reply: There are many being created. Now they are training trainers. There will also be online training. There are many training modules on Lynda

- Canvas will go live in the spring; Angel retired in the fall 2016. Over summer will have some of the piloters give workshops

- Q: When will late drop change happen? A: Will affect students as they are admitted. Will be phased in, details are not yet available.

Ralph Ford

- Faculty Council nominating committee met – will be soliciting for Vice Chair, Secretary, and Senators

- Fixed Term faculty – working through some changes in contracts based on recommendation of Subcommittee on FT faculty last year; Changes are being made in maternity leave

- Campus Master Planning process – have received approval to begin the process; will kick off this fall; working on developing the committee for this process; look at and programmatic needs, aspirational goals, sustainability

1. Announcements
	1. Fall 2015 Faculty Senate Meetings – Tuesday Dec. 8 4:30-5:30 (Note Reed Auditorium)
	2. Discussion Forums - Wednesday December 2 (Topic - Canvas) 12:20-1:10 Metzgar Building
2. Adjournment

- motion to adjourn – Sharon Gallagher; second by – Nicole Shoenberger

Adjourned at 5:20 pm