**Behrend Faculty Council Meeting Agenda**

**Friday February 5, 2016 – Glenhill Farmhouse, Memorial Room**

1. Call to Order – Luciana Aronne, Faculty Council Chair 9:00 am

Minutes of previous meeting were approved online

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

- There was a coin toss to determine the 2nd alternate for University Faculty Senator from the recent elections: Tails - Jim Fairbanks, Heads – Allison Walsh. Heads came up so Allison Walsh is the second alternate

- The constitution was approved.

ii. Faculty Council Vice-Chair – Sharon Gallagher – reported on the Non-Tenure Track Ad hoc subcommittee

- They approved the final revision of BCF7 - Mentor Assignment for New Faculty and it will be sent to Dawn.

- The committee decided to defer discussion of BCF19 - Appointment and Renewal Length for Fixed-Term Multiyear Faculty and BCF 21 - PSB Faculty Workload Guidelines in light of the proposed changes conveyed at the last Faculty Senate meeting and also more recently learned information about the University Senate's changes to HR23.

- The committee decided to review University Senate materials pertaining to non-tenure track faculty and information already gathered in relation to the committee's charges in order to form a response. The committee plans to discuss their findings at their next meeting and create a report to submit to our chair of Faculty Council, with the request that a copy be sent to the chair of the University Senate.

- The minutes from this meeting have been sent out to the committee's members and once they are approved, they will be posted.

* 1. Committees

1. Academic Computing – Meg Burke

- Guide for faculty about technologies on campus – will be sent out to all faculty

- Committee asked:

(1) Why is the Center for Teaching and Learning not under the computer center? Bob Light and Dawn Blasko explained the CTL is more academic-focused not computer focused. The Computer center doesn’t work with pedagogy, the focus is on the computer aspect unlike the CTL.

(2) Qi Dunsworth asked at the committee – Can future program chairs of the computer committee be brought back to have better continuity over time?

(3) Most schools have a computer committee – except Science – recommendation that there be a representative from the School committee be on the College committee. Discussion that this would require a constitutional change. This led to a conversation about increasing communication between school and college committees in general. Recommend that representatives report to each other.

- Jay will recommend to Science that they establish (or reestablish) a committee

1. Athletics – Nicole Shoenberger – schedules for next year will be reviewed soon
2. Curricular Affairs – Matt Swinarski - not in attendance – sent email update to Luciana:

- MIS program reviewed – New data analyst option added

- Program change in Business Administration

- Finance class (FIN462) being reviewed

- The committee is meeting today to discuss new CRCS procedures

iv. Faculty Affairs – Eva Kuttenberg

- Finished list of Best practices for retention of students at Behrend– will be sent out. There is no current exit interview for students leaving to UP.

- John Roth, Engineering, elected for the Chair of the AdHoc Committee

- Working on engaged scholarship and how to reward it; developing a chart of what is engaged scholarship and who is doing it

v. Research – Jay Amicangelo

- Met Jan 25. Discussed awards for Faculty Research and outreach – found some text on web confusing on nomination forms; Each School reviews the nominations – then forward one candidate to the College committee – this will be reviewed and revisions suggested

- There is currently no standard nomination package – trying to get a consistent CV – selecting items from the Digital Measures to create a Report. This will result in more consistency among nominees.

vi. Scholarship and Awards – Courtney Nagle

- Deadline was today for college-wide nominees

- Application packets being prepared by Student Affairs

- Nominees will be reviewed

vii. Student Life – Papiya Bhattacharjee

- No updates

viii. Undergraduate Studies – Kathy Noce

- Have achieved almost all charges

- Sarah Whitney and Qi Dunsworth came and spoke to the committee about assessment. They encouraged committee to be champions of the assessment process.

- General education curriculum – changes on hold right now – will be coming

- Created a Motion to faculty council to change faculty awards

- Establish a research mentor award for commitment to supervising undergraduate research

- Changes in teaching and advising awards. Proposed using digital measures in getting the nominations. Thought student participation should be included.

- Council discussed the Motion – suggestion to look at the University-wide guideline for teaching award and modify the proposal to be sure that it includes information other than just SRTE scores for Teaching.

- Discussion – only 1 nomination per school (See Faculty awards instructions for Schools memo) based on previous guidelines previously established by Faculty Council.

- Initial nominations are through webforms – nominations are forwarded to the Schools. School committees then decide who to put forth the award.

- Struggle to get schools to nominate

- Comment – in some programs a Program Chair may nominate a person from their area;

- Need for consistency in the dossier for the committee to review.

- Sharon – has an assignment in ENGL 202 that teaches how to write a letter – develops awareness

- Josh Sitter – sees value in student nominations – questioned asking students for information. This lead to a discussion of asking for letters of support of nominations. Points were brought up that students ask for letters when they are nominated.

- L. Aronne called for a wrap up of discussion – K. Noce will revise the motion and bring up again next month

ix. Engineering Representative - Rob Weissbach

- no report

* 1. Representatives

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

ii. Senate Representative – Sudarshan Nelatury – not here – Dawn Blasko reported on the Senate. Senate has been busy – encourage to read report online

- One example: A report by Faculty Affairs took promotion and tenure policies throughout university and said fixed-term faculty can’t vote on the P & T committees. This was not yet approved by Senate yet. This has implications for the structure for University Faculty Senate. It could lead to the development of a parallel structure for fixed-term faculty. This could be very problematic at campuses with not enough representatives. It could limit representation by fixed-term faculty. Consider contacting senators to provide feedback on this topic.

- General Education and Assessment – new learning objectives have been established for gen ed. There are new learning objectives. We need to consider how to handle the integrative component.

- Advising – new system with Lion Path. Should go to training. E-lion should roll over at end of semester.

- Comment – 4 hours ity; need to contas too much time, especially when it is not interactive

- Suggestion – should be webinar. Note: this does exist.

iii. Student Representatives – Josh Sitter, SGA President

- no report

1. New Business

Bob Light - no report

Dawn Blasko - no additional announcements

Ralph Ford - not here

1. Announcements
   1. Behrend Faculty Senate Meetings –

Tuesday February 16th 4:30-5:30 Burke 18

Monday April 25th 4:30-5:30 Reed Auditorium

* 1. Discussion Forums -

Wednesday February 17th Metzgar Living Room 12:20-1:10

Any ideas for forums in March and April?

- Jay Amicangelo – BCF10 – suggested changes to nomination process – (see page 2) – what is college peer review committee – or school peer review – this is unclear – Bob Light – noted this is a procedure, not a policy.

Luciana noted that the FT committee is reviewing this policy.

1. Adjournment

Eva Kuttenberg motion to adjourn

Sharon Gallagher second

Adjourn at 9:59 am

Note: The following email was sent out later Feb. 5, 2016

Hi Everyone,

The coin was tossed this morning and I can finally give you the results of our election.

Faculty Council Vice-Chair Laurie Urraro

Faculty Council Secretary Jodie Styers

Faculty Council Part-Time representatives Renee Finnecy and Jennifer Mangus

University Faculty Senators Terry Blakney

Rod Troester  
 Amir Khallilolahi (1st alternate)  
 Alison Walsh (2nd alternate)

Congratulations to everyone.

Have a great weekend.

Luciana