Penn State Behrend Faculty Council

Thursday, Sept. 22, 2016

4:30 p.m. in Reed 112

Attendance: Sharon Gallagher, Laurie Urraro, Jodie Styers, Luciana Aronne, Joshua Shaw, Alicyn Rhoades, Joseph Previte, Terry Blakney, Michael Rutter, Charlotte de Vries, Sudarshan Nelatury, Aaron Morrow, Bob Light, Ralph Ford

1. Call to order by Chair

The meeting was called to order by Sharon Gallagher at 4:31 p.m.

1. Approval of Minutes
2. A motion to approve the minutes from the April 22, 2016 Faculty Council Meeting was made by Ralph Ford and seconded by Joshua Shaw.
3. Reports of Officers and Standing Committees
4. Introduction of Officers
5. Sharon Gallagher, Chair
6. Laurie Urraro, Vice Chair
7. Jodie Styers, Secretary
8. Luciana Aronne, Past Chair
9. Updates from the Chair
	1. One of the goals is increase participation. Sharon met with senators and realized it’s important to know what is going on with senate because by the time the agendas are released, it’s too late to add things.
	2. Read updates from Bill Lasher (sent via email)
		1. Update the 2006 IRC Disciplinary Communities Report to ensure that academic units have plans and mechanisms to collaboratively exchange instructional guidelines for courses and majors between University Park and our Campuses. The goal is that Penn State will fully implement learning objectives and assessment of courses and programs across the University in a way that truly will allow us to claim that we are “one university geographically distributed”.
		2. Establish guidelines for creating Multiyear contracts for Fixed Term Faculty (IRC is lead, Faculty Affairs assists). Consult with Faculty Affairs on progress for uniform Fixed Term Faculty Titles (Faculty Affairs is lead).
		3. Consult with Faculty Benefits on preferred Health Care Providers for Western PA and Easter PA locations (Faculty Benefits is lead).
		4. Consult with ARSSA on improved enrollment management plan for upcoming year between UP and Campuses.
			1. Michael Rutter: Do we have a rep on Faculty Benefits?

 Sharon: NO

 Blakney: Paul Barney asked but wasn’t added.

* 1. University Senate will visit Wednesday, October 5, 2016. They will meet with faculty 2:15 - 3:15 p.m. in Reed 117.
		1. Blakney: A hot button topic will be what to call the promotion levels of lecturers. Hershey is not on board with levels.
	2. Encourage chairs to talk with colleagues. Each committee chair should be sending out charges to faculty. People are not using the website. People have ideas and we want the chairs to have access to those.
	3. Encourage colleagues to come to faculty council meetings. They are open meetings.
	4. College committee accountability forms will be continued. Chairs complete them at the end of each semester. Fill it out and send it to Sharon. Directors see these and they can be used in annual reviews. If someone is unable to participate, this is a good way to investigate why.
	5. Remember to take minutes at meetings. The chair of the committee should not also serve as the secretary. You can approve your committee minutes electronically. Then send them to Margie and you should carbon copy Sharon on this email.
	6. Committee charges were sent to chairs and officers. Some of the committees have overlapping charges, so it’s good to know how to work together and who to consult. If you have questions about charges.
	7. Will send a survey out to gauge what people are interested in for faculty forums. Ideas already submitted: faculty workload, recruitment, retention, appreciation, NTT, shared governance transparency, faculty support in teaching, scholarship, grant writing, service. There will be spaces for people to add ideas.
	8. Parliamentarian. Despite asking multiple people, we still have no parliamentarian. Sharon will send a general call with date and ask for someone who is qualified and able to make the dates to participate in this capacity.
		1. Rutter: What are the rules?

Sharon: Knows Robert’s Rules. Since constitution changed, this is no longer the Vice Chair’s dual duty.

1. Laurie’s Updates
	1. The School of Humanities and Social Sciences had SWAT analysis yesterday. It was poorly attend.
2. Luciana’s Updates
	1. Noticed we use a lot of part time faculty in the School of Science. These faculty are teaching more students than some full-time faculty members. We keep getting Starfish notices about retention of students, are we taking advantage of our part-time faculty? Are they as invested as our full time faculty?
3. Committee Updates
4. Aaron Mauro, Chair of Academic Computing
	1. First meeting is schedule for 09/27/16
	2. Committee members have met virtually over Yammer and shared charges.
5. Terry Blakney, Chair of Athletics
	1. Women’s bowling and men’s wrestling have been added to start in the academic year 2017-2018; these are the first sports added since 2011 (volleyball).
	2. Brings us to 24 varsity sports total on campus.
	3. Dr. Ford and Chuck Brown have started student athlete lunches to get feedback on issues that student athletes face. Division III athletes are non-scholarship athletes.
	4. None of the current athletes are academically ineligible.
6. Matthew Swinarski, Chair of Curricular Affairs (via email)
	1. (ENVSC 297) Special Topics in Environmental Science. Undergraduate ADD COURSE (08/16/2016).
	2. (ENVSC296) Independent Studies in Environmental Science. Undergraduate ADD COURSE (08/16/2016)
	3. (ENVSC294) Research in Environmental Science. Undergraduate ADD COURSE (08/15/2016).
	4. (FIN 428) Fixed Income Securities. Undergraduate ADD COURSE (06/01/2016).
	5. Crime, Law, and Psychology. Undergraduate ADD MINOR (05/30/2016).
7. Michael Rutter, Chair of Faculty Affairs
	1. First meeting today (09/22/2016). The committee met and went over charges
	2. One of the committee’s initiatives is to look at faculty workload. Luciana was invited as well to discuss overlap with NTT sub-committee.
8. Alicyn Rhoades, Chair of Research
	1. The committee has not met yet although Alicyn met with Jay to talk about her transition into the chair prior to him leaving for sabbatical.
	2. Meeting soon because sabbatical applications will be submitted and up for review.
9. Joshua Shaw, Chair of Scholarship & Awards
	1. The committee will meet with student life in the beginning of October to send out information about student awards.
10. Charlotte de Vries, Chair of Student Life
	1. The committee will meet next week. Several members already volunteered for charges.
11. Joseph Previte, Chair of Undergraduate Studies
	1. The committee is scheduled to meet next Tuesday.
	2. Focus on creating a presentation with new general education requirements and changes.
12. Representatives
13. Renee Finnecy and Jennifer Mangus, Part-Time Faculty Representatives
	1. Unable to attend and no electronic updates were provided.
14. Sudarshan Nelatury, University Faculty Senate Representative
	1. Sudarshan was on the IRC for a while. The issue of fixed term faculty promotion was discussed. There is a large number of faculty that are on perpetual 1-year contracts. Abington is looking into this problem.
	2. They are collecting data from Big 10 Universities to look at promotion. In particular how many ranks exist and how other universities handle this.
	3. Two people were asked to draft new policy and change HR-21: This will be released “soon” about how to handle the new lecturer promotion.
	4. Anyone who has worked for 10 years on FT1 must be given a 5-year contract, anyone who has worked for 15 years on FT1 would be given 10-year contract. Released July 1, 2017. This contract extension would be independent of promotion.
		1. Luciana: How does this work with FTM’s who are only on 3-year contracts?

Sudarshan: This would also be rewarded with a longer contract.

1. Student/Senate Representatives
	1. We do not know who the student representative will be. We do know the president and vice president of SGA.
2. Unfinished Business
3. First Year Engagement Plan
	1. We are currently not following our First Year Engagement Plan. Mary Kahl is taking the lead on addressing this.
4. What is a Behrend Graduate?
	1. Ralph wants to determine what the ideal Behrend graduate should look like. He will form a committee and talk with Sharon about the topic as well.
5. New Business
6. Ralph Ford, Chancellor
	1. Fixed Term Policies-Two items have passed
		1. There will now be a third level of lecturers. We’re holding off addressing this as a college until the University defines an approach. We will also need uniform titles across the University. Faculty Senate will work on how to implement this.
		2. Fixed Term Faculty being promoted to senior lecturer (and, presumably whatever the new rank is as well) will be reviewed by a P&T Review committee just for senior lecturers at college level. This committee will most likely have one elected representative from each school Ralph will select a chair.
		3. Start July 1, 2017.
	2. Library study rooms (for tutoring) were opened today. We should promote these among students
	3. (On behalf of Mary): Student retention.
		1. How do we improve retention? Research supports that first semester of at risk students is the place to intervene.
		2. One suggestion that has been effective is asking upper classmen write letters to underclassmen.
		3. We are piloting the Academic Improvement Mentoring Program. There are approximately 50 students identified that are receiving more intensive advising.
	4. Two new sports were added. Ralph is meeting with groups for feedback.
	5. Questions:
		1. Joshua Shaw: We are losing the largest number of students between sophomore and junior year. We have lots of support for new students, but what about second and third year?

Ralph: There are two risks periods. One is freshmen and one is sophomore

* + 1. Michael Rutter: Where is third level of promotion going to be promoted? In between lecturer and senior lecturer? Or above senior lecturer?

Ralph Ford: I don’t know

Luciana Aronne: They haven’t decided yet.

Ralph: We can make our own decision as a college. My take is that we just wait and be patient until the University decides what it is doing.

* + 1. Sharon: What will happen will lines vacated for early retirement?

Bob: We have to wait a year. They use the money to pay the incentive. Randy Geering says we have to put justification/letter to keep positions sooner for next year; by early October. The letter was sent to Directors. Faculty members can’t leave until June 30, 2017. Staff can leave in December 2016 or June 2017.

Ralph: We’re working on it. We have to see what the impact will be. These are permanent dollars.

Sharon: So we might not get a replacement tenure track for a retired track?

Bob: We might actually get a temporary FT-1 Replacement.

Ralph: If people retire outside of incentive, this doesn’t apply. We keep the position. It’s a concern but let’s see how it falls out. Deadline is end of September.

Bob: We have 45 eligible, about 10 (faculty and staff) have sent paperwork in.

1. Luciana Aronne, Chair Ad Hoc NTT Committee
	1. Luciana makes motion for NTT subcommittee extension for another 2 years. They have not yet achieved all their charges. Laurie seconds motion
	2. The NTT sub-committee will work closely with the Faculty Affairs committee on issues that overlap.
2. Announcements
3. Faculty Discussion Forum: Wednesday, Sept. 28 1:30 – 2:30 in Metzgar Living Room. Amy L. Cotner from UP will be presenting on Title IX and upcoming required online training for all faculty
4. Faculty Council Meetings for Fall 2016:
5. Wednesday, Oct. 12 at 3:30 p.m. in Reed 112
6. Thursday, Nov. 17, at 4:30 p.m. in Reed 112
7. Wednesday, Dec. 7 at 3:30 p.m. in Reed 112
8. Faculty Senate Meetings for Fall 2016
9. October – still trying to find a mutually agreeable day/time
10. Wednesday, Nov. 30 at 4:00 p.m. in Science 101
11. Adjournment
12. Motion to adjourn made my Joe Previte and seconded by Terry Blakney. Meeting adjourned at 5:31 p.m.