Meeting Minutes – Faculty Council

Meeting Information

Date: 3/13/19 Location: 121 Borland
Time: 8:00 a.m. – 9:00 a.m. Chair: Aaron Knochel

Note Taker: Jennifer Curry Morgan Approved by: Bonj Szcygiel, Aaron Knochel

Attendees: Aaron Knochel, Jen Curry Morgan, Jeanmarie Higgins, Scott Wing, Ann Tarantino, Bonj

Szczygiel, Angela Rothrock, Heather McCune Bruhn, Marcus Shaffer, Mallika Bose, Sarah

Watts, Charlene Gross, Andrew Hieronymi, Mark Ballora, & Robert Gardner

Guest: William Kenyon Kayla Corazzi, Kelly Praskovich

Absent: Dean Barbara Korner

Agenda Items:

Review of Recruiting Procedures

Kelly Praskovich – Kelly attended the Faculty Council meeting to speak about recruiting. She encourages faculty to participate in recruiting efforts and events. Look for students in your programs who could serve as ambassadors for recruiting events and ad hoc recruiting opportunities. We have 6 upcoming accepted students' days with the next one on March 23rd.

Aaron Knochel – reminded the group that recruiting is a faculty council issue because asking faculty to do more recruiting can shift service expectations within units.

Szczygiel –LARCH has LA Leaders who are trained student ambassadors.

Kenyon – We can go to regions in PA and recruit. Bring our expertise to the high schools to recruit.

Praskovich – There is a new College brochure underway, and that going forward recruiting materials will be purpose-written for different stages in the process (initial encounters, accepted students, etc),

Gardner – School of Music has some recruitment.

Praskovich – Forward sign in sheets to her office because they will create an account with student's names so they can continue to receive communication in their field of interest.

Knochel – What does your unit do? A box folder will be created, so please upload what your unit does to recruit.

The Barbara O. Korner Award for Faculty Outstanding Service

Kayla Corazzi visited to show us the prototype for the **BOK Award.** She makes the point to pass the responsibility to architecture if we are planning to use the design next year. Kayla will write up a "how to" of designing the award. She will add "College of Arts & Architecture" on the wood of the award. A video will be shown creating and documenting her work about the award and we will show it during the Spring Awards Ceremony on April 3rd.

Gross: If you get stuck with Architecture's assistance, reach out to Theatre or LARCH.

Fixed Term Promotion Guidelines

Ballora: p.1-2 "1st, 2nd, and 3rd rank" what do these mean? Should we define this in the document? Or clarify somewhere? Can we eliminate the mention of SRTEs in the "appropriate evaluations" wording – or else add other measures like teaching portfolio or similar? Do we use "Clinical professor" in our College? (Consensus seemed to be to keep designations open in the interest of making the guidelines adaptable to what might come).

Should the document contain mention of publications as a measure for Fixed Term faculty, or, should it be clear that publication is optional, or should the list not be numbered (thereby eliminating any implied ranking of evidence), or shall we say "IF a colleague chooses to publish..."; and/or should we tie, the #4 comes out of nowhere...consensus seems to be to lessen the directive for scholarship. Suggest verbiage to lessen its impact and to mirror #3 under research is about teaching, IF appropriate to the contract.

Professional Advising

[NOTE: Szczygiel asked Knochel in advance to have her time in the agenda ceded to William Kenyon to discuss the use of professional advisors.]

Kenyon: Asked to be added to the agenda today, noting an urgent issue. He notes a "Massive sea change" in the way advising happens in the A&A and believers that A&A faculty council should weigh in on the change. He identifies possible points of conflict between faculty members and professional advisors such as errors in evaluating transcripts and the recommended academic plan. William also notes that the academic plans on the website are not correct and asks how these can be corrected. How can faculty get more clear and direct access to updating the academic plans? William also wonders whether these professional advisors might train faculty to advise students about gen ed courses. There is a complexity in many students: evaluating transcripts; Colleges recommended plan for theatre is wrong. He's advocating for a resource (train faculty who advise) but to keep advising within faculty. Margaret and Kyrie are great resources for transcript; and moving students into another major if they fail out of, say architecture; knowledge of special needs information and support. Scott is currently working with Theatre program re: advising.

Other faculty express that they find having a professional advisor valuable. Architecture finds the advisor helpful exiting students from architecture program when that's necessary and advising them into a different major.

Other faculty note that advisors are knowledgeable about disabilities and other university-wide systems and services that faculty do not know well.

Also noted that Lionpath can designate more than one advisor for a student, so that mentors can be assigned as advisors.

Scott Wing makes the point that Margaret Higgins is meant to be a performance students' advisor for one year, not two as William has been told, and that Scott also points out that no staff member is responsible for University Bulletin content, that faculty control that content, and that if that content needs to be changed, that faculty need to do that. Scott notes the difference between advising and mentoring. Professional advisors are not meant to take the place of mentors.

On-going Agenda Items

- Diversity Committee Wanda Knight
- College-level Committee member evaluations Korner

Committee name (Filled in)

Committee member name (Filled in)

Attendance scale 1-5?: Did not attend; Attended every meeting; N/A

Participation scale 1-5?: Did not contribute; minimal contribution; active in meetings; worked outside of meetings;

Additional comments regarding the person's engagement in the committee work.

- Recruitment folder in Box
- New Committee members finalized by April 26th

Next Meeting: May 1, 2019, 8-9 a.m. in 121 Borland