



PHILADELPHIA
UNIVERSITY

TO: Faculty, Staff and Administrators
FROM: Carla Mandell
Executive Administrative Assistant to the Provost
RE: April 21, 2015 Faculty Meeting Minutes

Approval of the Agenda

Prof. Howard called the meeting to order on Tuesday, April 21, 2015 at 12:30 p.m. in the Kanbar Performance Space. The agenda was approved.

Approval of the Minutes of the March 24, 2015 Full Faculty Meeting

Prof. Howard asked for any corrections to the minutes of the March 24, 2015 faculty meeting, the minutes were approved.

Reports of the Provost / Dean of Faculty

Matt Baker

Matt is filling in for Randy today. Provided some updates regarding feedback received related to contract renewals. Another area being looked at is related to the lab/studio vs. lecture disparity. This has also been discussed at Shared Governance twice this semester. Benchmarks will be examined as well as the financial impact. Additionally the pedagogy of this will be considered. Another area being looked at is the adjunct issues. These areas are in progress and more information will be brought to future faculty meetings.

Office space, Professional Development, Grants and cancelled courses are additional areas of focus. Ways to have voice and communicate are important.

Faculty Voices - Open to Faculty

Prof. Howard opened the floor to faculty voices. She brought one forth from Shared Governance about the lab/lecture issue. An issue is when new courses through the curriculum, the 3 digit code associated that impact the total number of credits for the course which ties to the activity in the classroom. The code is not present in the Graduate Catalog. With Nexus Learning, we need to look at this further. The faculty commented and discussed. It was suggested that class size be looked at as well for load size. Prof. Howard is open to hearing from the faculty if they have any feedback post meeting. P

Prof. Kimmelman brought a concern with the Wellness Program email received on Friday regarding the premium going up. The way these things are communicated is a concern. The \$600 flat tax will hit some harder than others. Today there was a better explanation of these concerns. However, the untrusting nature of this program is giving a sense of unease. Faculty responded that the timing of this is concerning given the load on the faculty at the end of the semester. Faculty don't have the time to attend or sign up for this. Jeff Cromarty responded to the audience. The goal was to do something positive. Insurance rates are based on claims. Rates are going up about 10% – 18% with insurance companies and this program helps keep those increase down. He is willing to speak with anyone about this.

Reports of Standing Committee:

Teaching, Learning and Assessment

Prof. Barbara Kimmelman

The end of cycle reports have been updated and will be sent out shortly.

University Personnel Committee

Beth Shepard-Rabadam

The Classroom Visit policy was handed out and discussed. The goal is for this document to be included in the Appendix of the Faculty Manual. The CPC chairs agreed that the arrangement for class observations should be made through the CPC chairs. Brought today for discussion.

It was recommended that the evaluator sees materials from the course instructor such as the syllabus and information on the lesson during the visit. The evaluation rubric is more important to be understood. Prof. Hanson responded to comments. This goes into effect in Fall 2015. There is also a difference for online course observations.

University Resources Committee

Beth Shepard-Rabadam

Beth announced the scholarship and grant award winners. Information will be posted on the Provost's website shortly.

Special Reports

Shared Self Images – Gutman Library

Sarah Daub

Sarah presented a new visual feature called Shared Shelf which is an Artstor product allowing PhilaU is that search features are improved as well as ability to browse the costume and textile collections at The Design Center. The presentation walked users through how to do a search and browse. There is a research guide located on the library's home page.

Unfinished business

Policy – Children in the Classroom

Beth Shepard-Rabadam

Beth presented the process and feedback received related to Children in the Classroom policy. A revised final policy was shared. Questions and feedback were taken from the floor. Beth responded accordingly. Beth will take one more pass at this. If anyone has anything to share, please send directly to her. Beth was thanked by the faculty and Prof. Howard.

New Business

E-Maker Kits

Prof. Kihong Ku and Topher Anderson

Working to identify items to include in the kits for purchase through the bookstore and the ordering process. If you are interested in joining the discussion, please contact Beth Shepard-Rabadam.

Extended Evening Bookstore Hours

Shirley Landis

Hours will be extended in the Fall to 7 p.m.

Report of the President

Dr. Stephen Spinelli

Dr. Spinelli was unable to attend today's meeting.

Announcements

Sheila Connelly announced the Fashion Show is next Thursday April 30th. The 4 pm is a senior only show, 1 hour long. There will be shuttles from campus. The 7 pm show will showcase 26 student's works.

Stan Gorski announced Chris Pastore's book event on May 4th

Chad White announced Philadelphia Science Festival. An email will be sent out with details.

Dana Scott announced May 4th SDE Design Show 3-5 pm on the 2nd Floor

Jeff Cromarty thanked everyone who helped out during last weekend's Open House. Your help is appreciated. And we are looking at our best retention year ever. Thanks from Dr. Spinelli.

Nioka Wyatt announced the pop-up shop benefitting ChemoClothes.

Beth Shepard-Rabadam announced that the lounge closest to the women's restroom in Hayward Hall will be designated as a lactation room.

Carla Mandell announced that the Faculty Dinner will be held on May 1st. The link in Eventbrite is to collect RSVP's. You do not need to print out tickets.

Jack Carnell – announced an invitation to the Studio Photography Exhibit in Search Hall on April 23rd 4:30pm – 6:30pm.

Jeff Cepull announced that Box.com will be utilized for all faculty. VPN will no longer be needed after roll out this summer. Additionally, there will be some new workshops this summer.

Katie Gindlesparger announced the Writing awards on April 22nd. Email has been sent. Students and parents will be in attendance.

Dana Perlman announced May 5th is the International Day of Midwifery.

Matt Baker congratulated the Graphic Design and Communication Program. This is the 4th year in a row for being rated a top design school. The PA program was also recognized.

Adjourned at 1:57 pm.