



PHILADELPHIA
UNIVERSITY

TO: Faculty, Staff and Administrators
FROM: Carla Mandell
Executive Administrative Assistant to the Provost
RE: September 15, 2015 Faculty Meeting Minutes

Approval of the Agenda

Prof. Howard called the meeting to order on Tuesday, September, 2015 at 12:31 p.m. in Downs Auditorium. The agenda was approved.

Each meeting is recorded and posted on the provost website for any faculty not able to attend.

Item 6.2 is being moved to the October faculty meeting.

Approval of the Minutes of the May 14, 2015 Full Faculty Meeting

Prof. Howard asked for any corrections to the minutes of the May 14, 2015 faculty meeting, the minutes were approved.

Reports of the Provost / Dean of Faculty

Beth Shepard-Rabadam and Susan Frosten

Beth Shepard-Rabadam: Welcome back. I am pleased to represent Provost Matt Baker and my colleagues in the Provost's Office for today's Provost's Update.

Susan Frosten: Matt would like to express his appreciation faculty for their generosity, expertise and involvement in the Nexus Maximus. Susan thanked everyone by name.

Beth Shepard-Rabadam: After a year of being in pilot, Faculty Meetings are offered both on campus and online. Full-time and adjunct faculty may join us monthly, using Adobe Connect. The instructions will be sent each month from the Provost's Office at the same time the meeting materials at distributed.

Beth shared information about the World Meeting of Families and the Papal visit. University administrators began meeting in July about the implications of the Papal Visit on classes and campus operations. Given that information from the City, highway departments, SEPTA, and other public agencies was changing as the event-planning and security strategies evolved, we were unable to make an announcement sooner than mid-August. We are sorry that this was not in an optimal time for purposes of preparing your syllabi and course materials.

- The Main Campus and Bucks County Campus will operate on an inclement weather schedule on Friday, September 25th. The Atlantic City campuses will operate on a regular schedule.
 - Faculty are asked to follow the inclement weather policy, which means to schedule classes online or on an alternate date.
 - While University offices will be closed that day, staff will treat this as a work-from-home day.
- Administration will meet early next week to evaluate the final information from the City, Commonwealth, and SEPTA about highway/bridge access, public transportation, and the clean-

up of the event area to see whether the PhilaU's Monday class schedule should be adjusted. Announcements regarding Monday, September 28th will be made no later than Wednesday, September 23rd.

Beth welcoming 32 faculty members joined the PhilaU community in TT, PT, and teaching-faculty positions this year.

New faculty orientation was information-packed and very well attended. We conducted a post-program evaluation that will inform future orientations. And, we are open to your inputs as well, if you are a program director or a colleague with information to share about Orientation, please contact Megan Wood.

Beth announced Research course release information is available on the Provost website. Three of our colleagues—Anu Data, Kihong Ku, and Steve Dinero—are working with Jeff Ashley to explore the possibility and value associated with creating Research Advocate positions within the Colleges.

Last spring, this faculty trio spent considerable effort setting the faculty research/practice baseline for the University. At the May faculty meeting, they presented the results of a survey. You will recall that one findings was that “dedicated time” for research and scholarship was one of the constraining factors for faculty. In the response, the University is piloting research course releases for the 2016-17 academic year. Applications are due October 15, 2015 and notifications sent on December 1, 2015.

Information about the research releases is available on the Provost's Office web page under “Grants and Assistantships.”

While the deadline for sabbaticals for 2016-17 has passed, I wanted to note that we announced three sabbaticals, which is up from two in the previous year. The faculty voices on this matter were very helpful to the Provost in considering all sides of this important faculty benefit.

Beth reminded faculty of the following summer updates:

- The Learning & Advising Center was renamed the Academic Success Center. This was an idea generated by the Center—Pat Thatcher and colleagues—to emulate best practices in higher education. This new name reflects the many functions that the Center provides to students at all levels. As you well know because many of you participate in providing these services, it is a multifaceted resource for academic support—including writing assistance, time management and study strategies, peer and professional content tutoring, first-year advising, as well as student-retention services. The Center also provides student-centered support to upper-level advisors and faculty. Over the summer 2 new Nexus Learning Hubs
- Two Nexus Learning Hubs were added— one in Downs Hall (Room 2) and one in Tuttleman 209 named The Douglas Schwab '76 Nexus Learning Hub. Our inaugural Nexus Learning Hubs were Hayward 111 and 211.
- Our new Nexus Learning Hubs are part of the Active Learning Space Initiative, which trues up our teaching and learning philosophy with our physical learning environments. The Initiative, led by Jeff Ashley, both supports the cohort of faculty teaching in these new spaces and assesses teaching and learning experiences and outcomes. If you are interested in having a course scheduled in one of these facilities, please contact Jeff Ashley.
- The Materials Testing Lab (AKA Grundy Lab) was moved permanently to Hayward Hall this summer. We would like to thank Janet Brady for her leadership on this initiative. I think everyone is excited to have this incredible asset on campus—closer to our classrooms, studios, and labs and even more accessible to our students.

- And, the University is in the process of consolidating all of its research uses from the Philadelphia University Research Center (AKA PURC) to the Main campus. This should be completed by the end of the semester.
- Facilities had a very busy and productive summer implementing a number of capital initiatives that positively affect our teaching and learning environment. These initiatives were directly related to the budget submissions and requests for capital improvements that the College prepared last January.
- This summer's project ranged from new furniture in classrooms in Industrial Design and Graphic Design Communications; to electrical upgrades in the A&D Building; to Adjunct Offices spaces in Ravenhill Mansion, to preparing offices around campus for our new faculty colleagues; to a new roof on Search Hall. We are very grateful to Facilities' colleagues for their hard work, ingenuity and collaborative spirit.

New staffing updates:

- **Michael Dryer** joined us Executive Dean of the College of Science, Health and the Liberal Arts on July 1, 2015. For those of you who are not in CSHLA, I will share with you that Mike comes to us from Arcadia University, where he spent 19 years most recently Associate Dean for Strategic Initiatives.
- **Barbara Kimmelman** was promoted to the role of Academic Dean for Liberal Arts and Sciences in the College of Science, Health and the Liberal Arts.
- **Philip Russel** is serving this year as Interim Academic Dean of the School of Business Administration. There is a search underway to replace Sue Lehrman, who is now the Dean of the Rohrer College of Business at Rowan University.
- **Madeleine Wilcox** joined us as the Manager of International and Domestic Study Away programs in the Office of Global Education and Initiatives, replacing Alayne Prine, who left us in July for a position at Cornell.
- Finally, it is with sadness that I report that **Megan Wood** will be leaving the Provost's Office at the end of September. We have an active search underway for a new Manager of Faculty Affairs. We have several finalists and hope to extend an offer shortly.
- Later in the meeting, the Executive and Academic Deans will present our new faculty colleagues.

Faculty Voices - Open to Faculty

Prof. Howard opened the floor to faculty voices.

4.1 No Counseling for Students SM15 – Prof. Harner shared a story about a student who was receiving counseling services in the spring and was continuing with classes in the summer and was struggling. The student is not here this semester. Faculty expressed that counseling in the summer is a needed service and that they were unaware the service was not available.

4.2 Full Time Faculty vs Student Counts – Sue Christoffersen brought the concern that some strong programs are understaffed. Beth Shepard-Rabadam shared that the Provost is in discussion with the Deans regarding these staffing needs. Matt Baker will be asked to share his data.

4.3 Convocation – Prof. Howard opened the discussion. Lloyd Russow expressed his respect for the students by wearing a suit and removing the regalia aspect, so his concern for removing one of two regalia events. Survey results of students is provided in handouts on the table. Prof. Hanson mentioned that the President and Provost were in suits. Dr. Spinelli remarked that he would wear a t-shirt. Prof. Kimmelman reported that she heard positive comments from faculty and that faculty felt like cheerleaders and could not differentiate younger faculty from Rambassadors. Prof. Bail said regalia sets a tone for student to take it seriously. There are a few ways to look at the event, including holding a

formal event a few weeks into the semester. Julia Aggreh suggested looking to the dictionary to define the term Convocation.

4.4 Adjunct Union Organizers – Prof. Weiss brought concerns that adjunct instructors are being approached in classroom buildings by name. Instructors do not know how to respond. Faculty feel hounded by these union representatives. Michele Gilbert, new HR Director will address what the university represents in this process. PhilaU is upholding federal law at this time. Situations must be addresses one on one. How should faculty interact with the organizers? Think about it like speaking with a telemarketer. If it is persistent or interfering with your safety, please report it to Safety and Security. Some have been approached at their homes. The university has not provided home addresses and will not unless ordered to. Dialog is at your own discretion. HR will work on information. Is being an open campus part of the problem? Buildings are locked after 5 pm. It is not advised to have a confrontational discussion with anyone. Mike Leonard shared the practice the SDE has undertaken, faculty members have been reminded that they have the right to ask anyone to leave their classroom or studio space. Prof. Harner expressed the need for the University to address this issue formally and faculty will uphold it.

4.5 High School Students taking PhilaU classes – Prof. Howard expressed there are 8 high school students on campus taking courses. Beth Shepard-Rabadam shared there is a goodwill agreement to acclimate high school students into the higher education setting. Prof. Cundell shared that this was a project near and dear to D Walter Cohen, Trustee, preparing students for dentistry and other programs. Faculty would like to have been informed before classes start. Questions arose regarding why this high school was selected and not others, why these programs, not others? What were the protocols and basis for these admits. Pat Thatcher shared that 1/3 of our students have been part of programs just like this.

4.6 Adjunct Faculty – 1st Paycheck – Michele Gilbert shared there are copies of the payroll schedule on the tables. The schedule is based on the Add/Drop dates. This Friday, adjunct faculty will receive their first pay. Michele explained that she began on August 17th and moved as fast as possible on this. She has heard the concerns. The schedule has been the same and has been available in WebAdvisor, however no one knew how to get to it. Now it is a separate document.

4.7 Parking Crunch & Ticket Appeals – This is an issue we are all familiar with. Prof. Howard also stated that Adjunct parking is now free. Jeff Baird, announced no parking has been taken away. There is also parking in Church just passed Haggar Hall. Parking permits are rising and there are not spaces for everyone, especially on Thursday afternoons – Chicken Finger Thursday is the likely reason. Do we take more main campus spaces away from students for faculty? This is a discussion that will be had via committee. Discussion regarding the difficulty in removing the prior year stickers. Parking permits will also be extended to Sept. 15th for faculty.

4.8 Pope-Monday & Classes – Already addressed in Provost Message. Is it possible to have the Monday information by Tuesday to tell students by Wednesday?

Reports of Standing Committee:

Faculty Council – SP16 Elections

Prof. Howard

Prof. Howard announced each table has handout with dates and schedule of committees and elections. Interested faculty may visit committees of interest throughout the semester.

Special Reports

Honors Program

Marcella Deh

Marcella demonstrated the paperless process – 4 in Hallmarks and 2 in Major along with the WebAdvisor Faculty Menu. There will be information regarding selecting and approving the process. Marcella asked for feedback to continue to make improvements on the system.

New Faculty Introductions

College/School Deans

Barbara Klinkhammer announced the new faculty for CABE:

Gindlesparger, Matthew

Keeter, Edward

Ozcan-Deniz, Gulbin

Ron Kander announced the new faculty for Kanbar College:

Fung, Thomas

Grigsby, John

Kim, Pielah

Loranger, David

Stoyneva, Irina

Bhaskar, Radika

Casano, Catherine

Harner, Neil

Kramer, Tod

Kusy, Carly

Schneider, Eric

Shirrel, Elizabeth

Suss, Jack

Walker, Renee

Mike Dryer introduced himself. Barbara Kimmelman announced the new faculty for CSHLA:

Fuller, Megan

Klemens, Jeffrey

Magee, Catherine

Santilli, Edward

Wagner-Graham, Mary Ann

Wagoner, Kasey

Burton, Barry

Cafaro, Dana

Chabot, Monique

Czerny, Astra

Didonato, Stephen

Hass, Richard

Hawkings, Jennifer

Potvin, Marie-Christine

Sullivan, Maureen

Middle States Update

Pat Thatcher

Pat Thatcher reminded faculty PhilaU is still in the self-study phase of Middle States (MSCHE), which is a 2.5 year process. PhilaU's full first draft is almost ready, which is a complete draft that then is sent to the faculty to respond. There is a Community Forum on September 29th at which further details of what MSCHE is interested in seeing from PhilaU. Dr. Botzman, Chair of the Visiting Committee, will make a preliminary visit on October 6th and 7th.

Title IX**Dean Mark Govoni**

Dean Govoni refrained from using the presentation slides and introduced the two Title IX Deputy Directors Michele Gilbert and Beth Shepard-Rabadam. Dean Govoni reminded faculty we are obligated to report any occurrences of sexual assault and/or harassment. We cannot guarantee confidentiality to a student who has confided in us. We may listen and consult with students however confidentiality cannot be guaranteed as we are obligated to report such occurrences.

Human Resources Update**Jeff Cromarty**

Prof. Howard reported that Jeff Cromarty was unable to attend today and to address any questions regarding Human Resources to herself or to Jeff directly.

Unfinished business**Faculty and Staff Fingerprinting- ACT 153/ACT 15****Jeff Cromarty****Cromarty**

Prof. Howard shared documents sent in advance of the meeting from Jeff Cromarty. These documents were attached to the email with the meeting agenda relating to ACT 153/ACT 15. Prof. Howard read the requirement out loud. For most of us, we will not need to be fingerprinted nor undergo background checks. For those with high school students in their class, this requirement remains. Please contact Michele Gilbert or Jeff Cromarty directly for additional information.

New Business

None

Report of the President**Dr. Stephen Spinelli**

Dr. Spinelli reported 330 students and over 40 faculty members were involved in Nexus Maximus. Faculty are congratulated for embracing Nexus Learning. Johnson and Johnson was quite impressed. PhilaU has received many awards for academic programs. We are the 9th ranked program including Industrial Design. Four PhilaU students now have products in Target. It will be a very busy fall, in a good trajectory.

Announcements

Karen Albert announced book launch events. Valerie Hanson and Evan Laine and later in the month Chris Pastore and Jeff Klemens.

Jeff Ashley announced workshops available this Friday to share methods for dealing with classes when campus is closed, like Pope Friday.

Anu Datta announced seminar series throughout Kanbar College. An email will go out with more information.

Barbara Klinkhammer invites everyone to the SEE Gallery on Sept. 21st, Limitless exhibition of student work.

Marcella Deh reminded that the Honors Garden Party is tomorrow.

Madeline Wilcox announced that if you have students with questions about study abroad to please send them to her.

Dana announced there are a number of faculty online and thanked everyone for tossing the mic back and forth.

Adjourned at 1:58 pm.