



TO: Faculty, Staff and Academic Administrators – Jefferson – East Falls Campus
FROM: Jessica L. Holt
Manager of Faculty Affairs
RE: November 20, 2018 Jefferson – East Falls Faculty Meeting Minutes

Approval of the Agenda

Professor Pierce called the meeting to order on Tuesday, November 20, 2018 at 12:36 p.m. in the Kanbar Performance Space. The agenda was approved.

Each meeting is recorded and posted on the Jefferson – East Falls Office of the Provost’s website [<https://www.philau.edu/provost/meetings/>] for any faculty not able to attend.

Approval of the Minutes of the October 16, 2018 Full Faculty Meeting

Professor Pierce presented the minutes, which were acknowledged and submitted.

Faculty Voices

Lloyd Russow expressed his thanks to Human Resources for their help with Open Enrollment. He apologized for previously expressing his frustrations; however he felt that the plan options seemed punitive for anyone who does not use a Jefferson physician. Steve DiDonato added that Jefferson does not have a pediatrics unit. Apparently, Nemours is the reciprocal provider for pediatrics, but they would be a Tier 2 provider. Steve has reached out to Center City to obtain clarification.

Nancy Howard expressed concern concerning faculty load. Some faculty are teaching sections with in excess of 30+ students, while other faculty are teaching less, yet the load is the same. She inquired as to whether there is a policy concerning variable faculty load.

Chris Harnish expressed concerns about projects being due the last week of the semester. He suggested that there could be a review period, a presentation period, and then an exam period.

Report from the Provost’s Office

M. Baker

Matt announced that Karen Sanford, Karen.Sanford@jefferson.edu, has joined his office as his Executive Assistant.

Matt then directed attendees to the presentation materials that were provided prior to the meeting. Matt reported that admissions are up in undergrad across all colleges, while it is mixed in the graduate sphere. Tuition has been set for 2020. Along with this, the University worked with Whiteboard

Consultants to develop a grid to aid in a growth strategy in relation to the needs and goals of the University. Next, he reviewed updates on the strategic plan as well as the various partnerships in Italy.

Matt then highlighted the Bold Ideas that are being considered. Of note are a money back guarantee, to provide housing for single parents. Currently this is offered in in Center City. A flexible work schedule is being reviewed by Human Resources, and a transition to Division 1 athletics would be in the Patriot League. Matt also commented on the creativity core curriculum, which faculty members Marybeth Kradel-Weitzel and Amy Baker are assisting with.

Updates of the Standing Committees

Valerie Hanson announced that the last open review period for AOOOC is December 3, 2018.

Special Reports

Revisions to the Honors Program

M. Deh and C. McCormick

Marcella directed attendees to the presentation materials that were distributed prior to the meeting. She explained the rationale for the revision to the Honors Program. Of note were to raise honors credit requirements to align with NCHC recommendations, increase the work and rigor as well as to elevate the program in order to attract top performing students and donors. The proposed Honors core would see an increase from 2 courses in the major to 4 courses in the major, and credits would increase from 19 to 25. She then provided examples for each college and reviewed the current honors population by college, GPA and the tiered admission strategy.

For the College of Humanities and Sciences, there would be a college wide honros curriculum since some majors in the college do not possess enough students to run an independent honors section.

Marcella reported that there is funding for faculty advocates to assist with this process. Nancy Howard inquired as to what students would be subject to this program. It was confirmed that fall 2019 students would be subject, to which Nancy expressed concern that when these students arrive, advisors may not have checklists of the required courses the students need to take. In addition, many of these classes may be taught by adjuncts and as such it seems to be an unfair burden to place on them. Chris Pastore added that not all Capstones lend themselves to upgrades. Marcella said that in this instances, an equivalent honors capstone might be for the student to present at an event.

Motion for Vote on Revision to Honors Program

V. Hanson

Valerie made a motion to adopt the revised honors program as presented. It was seconded. John notified attendees that the ballot would be sent via email and the voting period would last 10 days.

The Ramily Market

A. Stefanik and H. Humphreys

Ali directed attendees to the presentation materials that were distributed prior to the meeting. She began her presentation with statistics concerning food insecurity across college campuses in the US, which also included dispelling many myths.

She then turned to East Falls specific information, reporting that 35 students have utilized the market 65 times. This equates to approximately 352 food items, with those students accessing

the market also working a job in addition to school. 70% of students are residential undergraduates and half study design. She encouraged faculty to donate items from the wish list, share information about the Market on their syllabi, and to refer students to student life.

Registrar Update on SIS and Fall 19 Registration

J. Mellon and K. Peluszak

Jan announced that Fall 2019 registration will occur in March and will be in both Colleague and Webadvisor until June 19th. On July 19th, registration will only occur in Banner. During the black out period between June 19th and July 19th, registration for fall will only be impacted. Summer 2019 will not. In response to questions from the floor, Jan said that they are working on a communication plan to students about this. In addition, Megan Mills said that students can still contact the Registrar during the period to manually register for courses during the blackout.

Learning Management Systems Transition

B. Shepard-Rabadam

Beth announced that the decision has been made to switch from Blackboard to Canvas for Summer and Fall 2020. Both campuses are at the end of their contract with Blackboard. The “sandbox” will be available for faculty to build and transition courses until adoption. The tools and plug ins that were used in Blackboard will be retained. Starfish will continue to exist and may extend to Center City.

Update on Shared Governance and New Faculty Committees

B. Shepard-Rabadam

Beth provided an update on the progress of shared governance and committee meetings. In Fall, six working groups will create procedures for Faculty Advisory Council., Committee on Research, Committee on Education Resources, Committee on Educational Quality, Committee on Student Affairs and Academic Programs and Policies. In the spring an additional two will meet to create procedures for Appointment, Promotion and tenure and Academic Standing. She then reviewed the roll-out plan and timeline.

Elections at the college level will be conducted by each College’s Committee on Governance. The Deans will be organizing their respective college elections. It will also be a case by case basis on those individuals who are serving on legacy programs and are elected to new committees.

The current common meeting time does work for East Falls faculty, however, it does not for Center City. Questions were also heard about transportation to each campus for meetings in order to facilitate collaboration.

Unfinished Business

None at this time.

New Business

None at this time.

Announcements

Dana Scott asked that faculty remind students to clean up rooms after they are done with them, which includes erasing boards and moving furniture back to their proper set up.
Madeleine Wilcox provided updates on the deadlines for Cuba and Faculty-led Short Courses.

Next Meeting: December 11, 2018 at 12:30 p.m.

Adjourned at 2:15 p.m.