



TO: Faculty, Staff and Academic Administrators – Jefferson – East Falls Campus
FROM: Jessica L. Holt
Manager of Faculty Affairs
RE: September 19, 2017 Jefferson – East Falls Faculty Meeting Minutes

Approval of the Agenda

Professor Pierce called the meeting to order on Tuesday, September 19, 2017 at 12:33 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 August 29, 2017 Full Faculty Meeting

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

Faculty Voices

Concerns about Textbook Costs for Students

N. Howard

Speaking from her role as the DEC Advising Advocate, Professor Howard thanked everyone who has been completing surveys, raising flags and imitating kudos to students. She commented that in her role, she has started to see patterns and hear that when an advisor speaks with a student who is missing class or is considering dropping a class, many times it is because the student cannot afford the textbook or supplies. It is important to recognize and consider the cost of these items when conducting class. Offering alternatives, such as keeping a copy of a textbook on reserve in the library or not requiring each student to have their own copy of a book is a way to help students.

Following the end of her remarks a number of colleagues spoke about the availability and use of open source resources. Ed Santilli suggested <https://openstax.org/>, which offers peer-reviewed, openly licensed textbooks in math, science, the social sciences and humanities.

Marybeth Kurilko then discussed Open Education Resources (OER), which are curated peer-reviewed resources. She noted that her website [GirlMeetsWeb](#) offers insight as well as links to OER [resources](#).

Lastly, following the end of the meeting, Sherri Place distributed an email to the East Falls Community with information on exploring textbook alternatives. In addition to providing literature to support Professor Howard’s concerns, she noted that the Gutman Library maintains

a LibGuide on OER <http://libguides.philau.edu/oer>. She also included an overview of what OER entails and how it can be used for teaching and learning <https://library.educause.edu/~media/files/library/2010/5/eli7061-pdf.pdf>.

Report from the Provost's Office

M. Baker

Senior Vice Provost Baker was not in attendance and a report was not presented, however a request was made from the floor on the status of an organization chart which Ms. Holt would relay to Senior Vice Provost Baker. Following the meeting, and upon speaking with Senior Vice Provost Baker, it was communicated that an organizational chart will be distributed next week. It will only be for the Provost's Office and will not be for services such as food, security and the physical plant.

Updates of the Standing Committees

Faculty Council: Update on Fall Elections

J. Pierce

Professor Pierce thanked everyone for their participation in the recent elections. All committee positions have been filled and the updated information will be posted to the East Falls Provost's Office website.

Revisions to the Hallmarks Distinction in Global Perspectives

V. Hanson

Professor Hanson informed the faculty that the AOO determined the changes to the Transcollege Global Distinction to be minor, not significant revisions. She noted that the AOO policy and procedures manual does not distinguish between a process for minor and significant revisions, as it does for other courses and programs. Additionally, it was noted that at the college levels, minor/insignificant changes don't require a vote from the college faculty. Therefore, the AOO decided to revise the policy and procedures manual so that they can introduce trans college items to the faculty but if the items contain minor/insignificant revisions, the full faculty do not have to go through the trouble of voting.

Special Reports

An Overview of the Academic Success Center

M. Mills

Megan Mills directed attendees to the presentation materials that were provided prior to the meeting. She began by reviewing the Academic Success Center (ASC) staff, noting the recent additions of Bari Frydman and Soky Barreneahea. Bari joined the ASC last spring assisting both on the East Falls Campus and at Atlantic City via Zoom. She is available Tuesday – Thursday from 4:00 pm – 7:00 pm and can work with all students, not just undergraduates.

Megan stated that the ASC supports both First Year Advising and Tutoring services. She reviewed the first year advising program, mission, and learning outcomes. She also provided the names of the first year advisors by college. A new electronic student planning initiative is being test piloted by the current first year students and transfer students. This system will replace WebAdvisor and allow students register and plan their courses throughout their lifecycle on campus. The system should be made available to all students within 12-18 months.

Next, Megan discussed the tutoring arm of the ASC. For fall 2017 there are 16 part-time professional tutors which are supported by 36 peer tutors covering 73 subject areas. In

academic year 2016-17, there were approximately 5,883 contacts by 1,322 students for tutoring services. The undergraduate population is the largest community serviced by the ASC, and their greatest needs are with writing, peer tutoring and professional math tutoring.

Sarah Marshall, Assistant Director for Writing Services, then discussed the services available for writing assistance. She discussed upcoming writing workshops that will be held for students as well as one previously held for graduate and CPS students. Writing and conversation groups for international students are also available with Soky Barreneahea.

Lastly, Sarah reviewed new initiatives by the ASC. There are extended writing tutoring hours on Monday until 7:00 pm. For late appointments, students must make an appointment via Starfish.

Every month the ASC will also be sending out an email about services offered and highlight various students, faculty and staff.

An Overview of the GOALS2 Program

M. Chabot and M. Potvin

Marie-Christine Potvin directed attendees to the presentation materials that were provided prior to the meeting. She presented the GOALS2 Program as an OT led program, in collaboration with the Office for Accessibility Services. The GOALS2 program, provides individual and group services for students with a disability to encourage success in living and learning environments. The 2017-18 academic year is the proposed pilot year for this program on the East Falls campus, only. Marie-Christine noted that GOALS2 would aim to augment the services provided by ASC and the Accessibility Office.

GOALS2 would aim to offer students with self-identified goals services such as individual and group sessions with directed areas of focus. For faculty, GOALS2 would aim to offer curriculum consultations, expanding faculty knowledge on alternative learning needs and promoting supported learning environments.

Questions were raised from the floor regarding how exactly students are referred to this program. Faculty are not in a position to diagnose and must be aware that there are limits to how they interact with students who have not self-disclosed a learning issue. To maintain student confidentiality, faculty may not refer students to the program. Only the Office for Accessibility Services will refer students to the program. A request was made for there to be workshops for faculty, staff and athletic coaches on the changing needs of students. Jeff Ashley, commented that CTiNL is hosting workshops with Dr. Kristin Swoszowski-Tran, Learning Specialist at William Penn Charter, who will be on campus to discuss executive function and cognitive challenges such as ADHD and the Autism Spectrum.

Additional discussions may be needed between ASC, Accessibility Services, the Dean of Students and the Provost's Office to discuss details of this program.

Unfinished Business

None at this time.

New Business

None at this time.

Chancellor's Report

S. Spinelli

Chancellor Spinelli was not in attendance and a report was not provided.

Announcements

The Specter Research Fellowship

E. Laine

Evan Laine announced that the Arlen Specter Center will offer two competitive research fellowships for the purpose of aiding a scholar in the pursuit of study and research in an area supported by the Arlen Specter Center and extensively uses the Arlen Specter Collection of papers, audiovisuals, photographs and memorabilia. There will be two fellowships offered, each worth \$5,000. The deadline for submission is October 31, 2017. For additional information, please contact Evan Laine (LaineE@philau.edu) or Karen Albert (AlbertK@philau.edu).

Madeleine Wilcox reminded faculty that deadlines for Study Abroad and the National Student Exchange is rapidly approaching for 2018-19. Interested students must attend an information session. Short Course Applications for spring and summer 2018 are now open.

Evan Laine noted that with the new branding flags that are lining the various walkways, he did not see one for the Liberal Arts or the Humanities. It should be noted that there is a yellow Liberal Arts flag on the walkway across from the bookstore.

Maribeth Kradel-Weitzel announced that on Thursday, September 21st at 7:00 pm in the Kanbar Performance Space, there will be a panel featuring four women who work as designers and activists called "Design, Activist, Woman."

Next Meeting: October 17, 2017 at 12:30 p.m.

Adjourned at 1:39 p.m.