



PHILADELPHIA
UNIVERSITY

TO: Faculty, Staff and Academic Administrators
FROM: Jessica L. Holt
Manager of Faculty Affairs
RE: September 20, 2016 Faculty Meeting Minutes

Approval of the Agenda

Professor Pierce called the meeting to order on Tuesday, September 20, 2016 at 12:36 p.m. in the Kanbar Performance Space. The agenda was approved.

Each meeting is recorded and posted on the Provost's website [<https://www.philau.edu/provost/meetings/>] for any faculty not able to attend.

Approval of the Minutes of the August 30, 2016 Full Faculty Meeting

Professor Pierce noted that per research performed by Professor Pastore and in consultation with Robert's Rules of Order, the monthly minutes do not need to be formally approved. Moving forward, the minutes will be acknowledged and submitted.

Faculty Voices

Are We Encouraging Sleep Deprivation in Our Students?

C. Pastore

Professor Pastore discussed how students view sleeping habits and if faculty are encouraging sleep deprivation? Are we encouraging this by keeping buildings open later? Are we creating a culture of "work" don't sleep? A discussion then ensued, with some faculty expressing that while they are happy the studios now close at 2:00 am, they also realize that students keep different hours. A Health Science faculty member noted that research shows that Universities should keep buildings open later but start classes later in the morning. Faculty also expressed the importance of speaking to students about time management and the importance of proper rest and nutrition.

Professor Bower noted that the NEXUS book group faculty is currently reading a book, Doyle, T., & Zakrajsek, T. (2013) *The New Science of Learning: How to Learn in Harmony with Your Brain*. Sterling, VA: Stylus Publishing., which covers the latest science on how exercise, sleep, nutrition and daily practices impact memory and habit formation. It is highly recommended that faculty, staff and administrators encourage students to read and discuss.

Balancing Teaching Environments with On-Campus Events

N. Howard

Professor Howard expressed concern over how events are planned in various teaching spaces. She noted that she has experienced instances where on-campus events occurred in close proximity to classrooms, or inhibited students from getting to classrooms, and the negative impact it can have. She encouraged those who plan events to be cognizant of what classes are being conducted so that both faculty and students feel respected. Jeff Cromarty, Pat Baldrige, and Tom Becker expressed their

regret in a lack of communication and that this will be a priority moving forward overall not only for on-campus events, but also for any type of improvements, such as landscaping or parking lot closures.

A Smoke-Free Campus

A. El-Kerdi

Professor El-Kerdi presented a presentation regarding the idea of PhilaU becoming a Smoke-Free Campus, referring attendees to the presentation materials. He provided statistics, a list of schools in the area that are smoke-free, noting that TJU is smoke-free, and some of the benefits of adopting this policy could have on the University. Jeff Cromarty commented that this was an initiative that is currently underway and in the planning stages.

Reports of the Standing Committees

Faculty Council Update on Elections

J. Pierce

Professor Pierce referred attendees to the presentation materials regarding the elections. All outstanding positions have been filled and he expressed his thanks to everyone in their willingness to serve.

The results are as follows:

Committee Replacement Members (2016-17)		
Committee	Name	Term
Student Experience Committee	Pielah Kim	Sabbatical Replacement for Spring 2017
University Personnel Committee	Hossein Rostami	
KDEC College Education Committee	David Loranger	
CABE College Academic Resources Committee	Edgar Stach	Sabbatical Replacement for Spring and Fall 2017
CSHLA Assessment Committee	Stephen Didonato	
CSHLA College Education Committee	Astra Czerny	Replacement for 2016-2017 Academic Year

Integration Update

Integration Communications

P. Baldrige

Pat Baldrige referred attendees to the presentation materials regarding integration communications. She reviewed the communication goals, objectives, and the various audiences who receive these communications. In addition, she reviewed the various “Early Wins” and discussed the 2016-2017 timeline. Moving forward, she discussed current and future communication strategies, market research goals and objectives for determining the brand and brand architecture of the new University and its timeline. Any questions, comments or suggestions should be directed to pr@philau.edu. The website [www.philau.edu/powered] is also available as a reference tool.

Faculty Affairs Integration Planning Committee

B. Shepard-Rabadam

- Faculty Listening Sessions Update
Beth Shepard-Rabadam provided an update on the Faculty Listening Sessions. Four sessions were held at PhilaU comprised of 40 faculty members, while TJU held three sessions with 25 participants. Both campuses posed the same five questions. She reviewed the goals of these sessions and stated that she is in the process of synthesizing the responses for presentation to President’s Council. Provost Baker will provide more information about the Faculty Affairs Sub-

Committees shortly. A brief discussion then occurred with Beth stating that once the faculty listening session comments have been synthesized and shared with President's Council, the report will be made available to the faculty.

- Faculty Development Opportunities at TJU
Beth Shepard-Rabadam remarked that both institutions have robust faculty development programs and moving forward, it will be a priority for both institutions to make each other aware of how to participate. She directed attendees to the booklets provided by TJU.

Special Reports

Update of Ongoing Campus Construction

T. Becker

Tom Becker referred attendees to the presentation materials regarding an update on the summer construction projects. He noted that over the course of the summer, over \$7 million dollars of projects were completed with an additional \$40 to \$65 million currently in the planning and evaluation process. Of note, is the completion of the Fashion Textile Futures Center, Gutman Library Nexus Learning Instructional Space, Bucks County Learning Hubs, and Energy Payback Projects. The Health Science Center is under design and the construction of a new residence hall is under evaluation.

Mr. Becker then took questions from the floor. Professor K. Jones reported that the furniture, namely the chairs in Ravenhill classrooms, are not ergonomically correct and asked if they would be replaced. Beth Shepard-Rabadam suggested that this item should be brought to the attention of the CSHLA Dean and put forward as a CSHLA capital request.

Many questions arose around the placement and location of labs and rooms within the new Health Sciences Building. Mr. Becker responded that blocking out the classrooms and labs are still underway and Committees have been formed to consider various needs. If there are any requests regarding space and proximity to rooms, such as the chemical storage room, they should be sent to your Dean.

Questions were then raised regarding parking. A faculty member expressed a desire for more parking on the Main Campus for faculty, or the possibility of student parking being reallocated for faculty. Mr. Becker noted that all suggestions will be considered and that the Committee and consulting firm are striving to be as equitable as possible with spaces. Lastly, a request was made for additional Ram Van stops. It was noted that the stops are limited, due to zoning, however it will be reviewed.

Online Course Development Opportunities

J. Ashley, S. Place, S. Frosten, B. Shepard-Rabadam

Beth Shepard-Rabadam provided background and the introduction to the Online Course Development Opportunities.

Jeff Ashley presented information on the new Online Course Development Initiative for full and part time faculty members to embark on the redesign and implementation of an existing face-to-face course to an online delivery mode, with the ultimate goal of scheduling that course in summer 2017 offerings.

The Center for Teaching Innovation and Nexus Learning and the Office of Information Resources will offer a seven month long professional development initiative (entitled the Online Course Development Program) that will support the goal of converting an existing face-to-face (F2F) course to an online format.

Faculty, whose applications are funded, will receive a \$2,500 course development stipend.

A survey, along with an email from CTiNL will be circulated to faculty following the faculty meeting with details.

This is open to adjuncts, however, this must count toward load. If you have capacity you should apply.

Questions were then taken from the floor. In regards to course ownership, D.R. Widder cited the Course Development Policy which states that the only ownership that the University retains is the right to use the material, and teach the course, should the faculty member who developed it leave. However, the course and the materials can be taken by the faculty member with them, in the event they depart the University.

In regards to oversight of the course, Jeff Ashley noted that as part of the assessment, both in the structure of the course online and the content, the course will be referred to the Program Directors to foster discussion and obtain feedback to ensure course content is satisfactory.

Lastly, the target audience for the courses to develop are for any traditional face-to-face course which can be converted into an online/hybrid course. This can include traditional undergraduate students, or graduate students.

Recap of Nexus Maximus 2016

D.R. Widder

D.R. Widder presented information on Nexus Maximus 2016 and directed attendees to the presentation materials. He commented that there were over 49 student teams that presented, comprised of High School, Undergraduate and Graduate college students, and they spanned over 30 programs/ majors. There were over 60 faculty members who participated, with 48 of those from PhilaU. The event was comprised of 24 distinctive workshops. Planning for next year is already underway, with the event scheduled for September 8-11, 2017.

Unfinished Business

None at this time.

New Business

None at this time.

Announcements

None at this time.

Adjourned at 2:12 p.m.