

**MAFS Minutes February 22, 2017**

Agenda Item	Notes
<b>Meeting called to order 12:20</b>	Chair Ermek Nurkhaidarov called meeting to order at 12:20pm
<b>Approval of January 2017 minutes</b>	Minutes approved
<b>Committee Updates:</b>  <b>Diversity Committee</b>	<p><b>Diversity Committee:</b> Ermek read DC summary. Included were two new activities:</p> <ul style="list-style-type: none"> <li>• There will be an Interfaith Candle vigil for Unity and peace on <b>Saturday, March 4 th from 6:00 to 8:00 pm</b> at the First Christian church, 1345 Potomac Ave, Hagerstown MD. 21740</li> <li>• There will be a six-week interfaith dialogue, “Who is our neighbor?” -- exploring “what it means to show hospitality to one another as neighbors”. Sponsored by the Interfaith Coalition of Washington County and coordinated by Rev. Ed Poling. <b>Location:</b> Otterbein United Methodist Church at 108 E. Franklin Street, Hagerstown, MD 21740. <b>Time:</b> Wednesdays from 7-9 pm.</li> <li>• For further information, contact Rev Ed Poling at 301-766-9005, <a href="mailto:elpoling1@gmail.com">elpoling1@gmail.com</a>. or email Somjit Barat</li> </ul>
<b>Faculty Affairs</b>	David Seitz reported that there is approximately \$6500.00 left in PDF
<b>General Education Course Grant</b>	<p>A reminder: The deadline for submitting proposals is the end of February. Clarity was provided that the only the proposal for the course us required by the deadline, not the completed course.</p> <p>Mike Doncheski noted that he has been asking faculty members about possible gen ed courses during FAR reviews. Mike also encouraged faculty to consider teaming with a faculty member from another campus – as gen eds across campuses is to be supported.</p> <p>Susan Graf is a gen ed fellow: Please contact Susan with ideas, suggestions or questions.</p>
<b>PSMA Faculty Conference</b>	Renee Borromeo provided an update in the June 9 <sup>th</sup> PSMA Faculty Conference at Hickory Bridge Farm (near Gettysburg) and will feature PSMA faculty as presenters. Sponsored by the Student Success Committee, Dr. A has obtained funding so that the conference (and food) will be free to all attendees. Please see the email attachment of 2/20/17 for details. Please consider submitting a proposal for a presentation. Further information: <a href="mailto:rlb18@psu.edu">rlb18@psu.edu</a> or <a href="mailto:djd139@psu.edu">djd139@psu.edu</a>
<b>Academic Festival</b>	Kim Hermann reminded all that the deadline of March 2 <sup>nd</sup> is soon approaching. She will also be in need of judges for this event. Please contact Kim for further information

<p><b>University Policy re: Academic Progress</b></p>	<p>Mike Doncheski provided a presentation regarding the enactment of <b>PSU Faculty Senate Policy 54-00 Academic Progress</b> which states that a student will be placed on academic warning (AW) if said student fails to earn a 2.00 (or higher) cumulative GPA.</p> <p>Although enacted at UP, each of the Commonwealth campuses has a degree of freedom in creating their own campus-specific response to enacting Policy 54-00. It was noted that although there is a difference from campus to campus who takes the lead in the process of student notification (the registrar, the Learning Center, DUS, Student’s academic advisor), the remainder of the process is remarkably similar.</p> <p>AW students are not able to schedule classes for the next semester, obtain their transcripts or late drop a course until the student and Student Advocacy Specialist (SAS) have created an action plan. Once the plan is created the ‘hold’ on the student’s registration and related activities will be removed.</p> <p><b>Overview of Process:</b></p> <ol style="list-style-type: none"> <li>1. Notification of the student by the registrar and DAA through email and a mailed letter. The student’s AW status and ‘Hold’ status will be visible in LionPath at this time – but not in Starfish.</li> <li>2. A meeting (group or individual) will occur with the student(s) and the SAS to provide education and support. The student’s attendance will be documented in Starfish and the “hold” will be removed.</li> <li>3. Marla will be updating Starfish accordingly.</li> <li>3. A plan for action is then created following the meeting with SAS or designee.</li> <li>4. Follow-up notes to be documented in Starfish</li> </ol> <p><b>Further discussion and notes:</b></p> <ol style="list-style-type: none"> <li>a. While this policy applies to all students who have 18 or more credits, PSUMA has decided to create a “Pre-AW” status for underperforming students who have less than 18 credits in a hope to prevent these students from becoming actual AW students</li> <li>b. Currently there are 30 AW students enrolled at PSUMA with an additional 25 students who fall into the AW classification.</li> <li>c. Notification Letters: mailed the week of 2/13/17.</li> <li>d. It was also noted that if a student enters into an Academic Suspension status (and is not able to schedule for 2 consecutive semesters), the student could still take courses at another institution. However, the resultant transfer credits will not affect the student’s GPA</li> <li>e. An investigation into the financial impact of this policy has been undertaken.</li> </ol>
<p><b>University Faculty Senators’ Report</b></p>	<p>Renee reported:</p> <ol style="list-style-type: none"> <li>1. Work is yet ongoing regarding the language for promotion of non-tenured track faculty; however, this motion does have the support of the Senate.</li> <li>2. The process for selecting a new third party administrator (TPA) for the medical/health plans is ongoing. The date for the new TPA is 2018. Renee noted that with the new TPA, there might be some other new changes.</li> <li>3. Smoking Policy committee is still at work – For faculty with strong feelings on this</li> </ol>

	<p>matter, please email Renee (soon) as she has the ability to share your feelings with the task force, but time is limited.</p>
<b>Academic Affairs</b>	<p>The SRTEs may be modified to capture criteria specific to on-line or hybrid courses. Questions note reflect: 1. Office hour availability of the instructor. 2. Timeliness of feedback for the student 3. Amount of face-to-face time available for the student.</p> <p>Subsequent discussion raised the question if on-line instructors need to have complete OL course or have a certification (to teach hybrid or on-line courses). OL 2000 and OL 2700 may emerge as prerequisites for these instructors.</p> <p>Kira Hamman noted there are a number of differences between hybrid and on-line courses. Instructor training and expectations should reflect these differences. Further, it was noted that while there are benefits to taking a training course – there are also benefits for an instructor to having been an on-line student.</p> <p>It was also noted the care needs to be exercised when specifying a course number with World Campus as course numbers change</p> <p>Final question: Will the committee create criteria for the DAA to use to evaluate if a given faculty member is qualified to teach in the on-line or hybrid method? Further information to be forthcoming when available.</p>
<b>Miscellaneous</b>	<ol style="list-style-type: none"> <li>1. <b>Spring 2017 MAFS Reminder</b>  <b>Location:</b> ST 204    <b>Time:</b> 12:20 – 1:10    <b>3/20</b> (Mon). <b>4/24</b> (Mon).</li> <li>2. Mike offered that the grade point calculator within LionPath is in progress.</li> </ol>
<b>Meeting adjourned</b>	1:10 pm