

MAFS Executive Board Meeting 11/1/2017  
Conklin 105 12:20pm-1:10pm

### 1. Update on MAFS course page

We discussed a platform for faculty discussions... No replies on the student challenges situation

Dr. A: Maybe administration should be taken off?

Kim: Maybe we covered most of the ideas at the meeting?

Susan: Maybe everyone is just too busy right now?

Peter Linehan is using it for IT committee

No one else has used the MAFS Canvas site yet...

### 2. Class Coverage, Advising, and Communication Protocols

Dr. A's e-mail was hopefully self-explanatory, clear, detailed enough

Mont Alto Faculty Handbook is not available currently online...

Maybe it's an accessibility PDF issue...

It's currently out of date (eLion, FTCAP, EPRs...), so Charlene & Mike are working on it...

Perhaps it will be an un-editable Word document

Lately been hearing a lot of complaints from students, so refreshing memories of expectations...

May need to meet with some serial offenders - class situations

Definitely do make arrangements- female faculty expecting -> schedule a half-semester course to work around life situations

However, recently there have been some instances of faculty missing a few weeks of classes or dismissing a class after meeting just to collect an assignment...

Not a pervasive problem, but don't want diligent faculty members to slack off

Advising issues- some people really seem to be taking advantage of Sophia, but she keeps track of who she meets with (and sometimes venting about assigned advisers)

17 students were referred to Sophia in August alone in a "I don't have time to meet with you this week- go to DUS" situation

Particularly challenging situations *are* valid reasons to refer to DUS advisers

Susan: Sometimes advise via a phone call during really busy times

Ed: Sometimes use Skype

Part of the problem is figuring out what advisers *need* to become better advisers, especially if they don't know that they are poor advisers

Kim: Something like NSO training for all faculty advisers, not just for NSO advisers?

Dr. A: We have had Advising 101 sessions...

Problematic: classes being canceled for no reasons and poor advising gets back to the community, which might reduce enrollment...

Susan: Raise a concern: very important to listen to students and act on recommendations to improve campus, but troubling: Is it all just hearsay? How do we gather information?

Recently: "It's that tutor..." (all her fault)

Asked other students: She is fantastic...

There has to be a better way than just listening to complaints

Dr. A has been talking with people, verifying information... Not just hearsay or gossip

Mike needs students to go directly to him rather than just hearing second-hand stories

Of course many students don't feel comfortable complaining about a faculty member to administration because they fear retaliation/retribution

Dr. A: don't want to hear from UP about MA students calling a 1-800 whistle-blower number

Mike: Had a situation where a student called the phone number b/c a faculty member was trying flipped-classroom; making students teach themselves out of class  
Dr. A: Prefer MA students to come to MA admin (Dr. A & Mike) instead of calling hotline phone number

### 3. ANGEL closing

Closed yesterday (10/31)- can still access old materials, but requires time (weeks?)  
Mike will remind everyone it is gone at next MAFS meeting

### 4. Open health enrollment and changes

From one of the workshops: being very strict about the deadline this year  
Certain things that you need to elect every year - HSA... - whereas other things just roll over  
Dr. A will be attending Nov 9 webinar (before MAFS meeting)  
This will be a topic at next MAFS meeting

### 5. MA website updates

Staci did a major overhaul of faculty directory recently  
Correct titles, consistent formatting...  
Staci may come to the next MAFS meeting  
Also Launchbox site - \$53,000 to promote entrepreneurship (like Shark Tank)  
Have space in downtown Chambersburg, have a council of 12 members...  
Open house on Nov 16th (Wilson College president coming)  
Some UP students are already creating their own businesses  
Federal Express started this way...  
Shippensburg used to have "Ship Tank"

### 6. Committee reports

Faculty Affairs (Jacob) - will present December 6th  
Athletics Committee - having a meeting today about many topics, so will present in November  
lack of attendance at athletics events...  
IT (Peter Linehan) - 2FA/duo authentication questions & bring in Doug - in December?

Susan: Possible agenda item: concerned about students living here & parents complaining that students are taking online & hybrid courses

Probably going to be a topic for Student Success Committee  
Susan: currently teaching hybrid for the first time and think it's great pedagogically  
Keep in mind that collegial environment is very worthwhile - there is research about that...

Meeting adjourned: 1:10 pm