

MAFS Meeting: SciTech 204 – Nov. 16, 2018 (1:20 p.m. – 2:00 p.m.; modified schedule)

Call to order & Approval of October 2018 Minutes (posted on sites page)

- Robin moved and Linghao seconded
- Many aye's in favor to approve, none opposed

Advising Survey – Mike (<https://sites.psu.edu/montaltoadvising/>)

- Have been some questions & concerns about advising survey
- Also recent strategic plan: includes supplying excellent advising for all students
- Was short survey after each meeting plus one long survey at end of the semester -> confusing...
- Changed to just one survey (see slide) at end of semester
- Question: How are survey results being used with FAR?
 - Time to discuss one-on-one with faculty -> generally very positive
 - Roughly one out of 10 disturbing, though some students probably do not notice which way was positive (1 vs 5) (many 1s and then love advisor...)
 - Some do indicate some missing advising knowledge and/or some communication issues
 - Some discussions to help faculty improve -> student feedback has subsequently been more positive
 - Not being counted toward FAR numbers
- What about faculty who advise students who are assigned to other advisors?
 - Mike sends out individual e-mails providing name of official advisor
 - Students can respond about official advisor(s) and unofficial advisors
 - Some students receive two e-mails (multiple official advisors: Honors, PTA: both Dan & Renee...)
- What about students who are not assigned an advisor?
 - Do look into those students and try to resolve that situation
- No notes sent about non-MA advisors
- Not standard across PSU
 - Initially asked other DAAs about advising surveys- a few sent back MA tenure documentation... DUS at UP now doing something similar (via Qualtrics)
- Concern: satisfaction survey instead of evaluating advising efficiency (if they are really on track...)
- Response rate is not very good...
 - However, do have responses saying never met with advisor
- Some preference for surveys after meeting -> easier to remember, more likely to provide feedback
- Trying to increase participation: Mill laptops to encourage students
 - However, the link is always active; Feel free to check out the survey- let Mike know if you submit!
 - Typically flurry of responses from 1st e-mail, more after Mill laptops set up, more after reminder...
- What "Penn State Policies" are being referred to in the survey? Seems somewhat vague...
 - Recently no one in a 1st yr seminar knew to look for info from bulletins website
 - expected that advisors would have pointed that out
 - Possibly some clarification is worthwhile -> perhaps add "academic" for policies?
 - Sometimes advisors discuss non-academic policies...
- Meeting with an advisor is not required at PSU anymore, but students are strongly recommended to meet at least once per semester with advisor
 - Not so at some colleges -> some place a hold that an advisor needs to release after meeting
 - Some push in Senate to improve academic advising
- Advising itself is part of FAR- in teaching section
- Courses taught & SRTE's automatically populated in FAR, but faculty enter advising information
- PLEASE USE ADVISING NOTES! It's important to document our recommendations.
 - Still is the student's responsibility to choose classes and sign up for them
 - Very useful in case students go to an advisor after getting unpalatable advice from another
 - (playing mom & dad...)

Launch of PR & Marketing Helpdesk – Staci G.: <https://montalto.psu.edu/pr/request>

- Something new: make our lives better & more awesome! Help PR and Marketing help us more
- Very basic form to provide info to help dept perform tasks for us; replaces News Submission Form
- Request goes to service desk and all three receive message; most qualified individual will take lead
- Allows: assigning bigger projects to multiple staff members & easy end of the year reporting
- Link in Event Registration Form (ERF)? -> Perhaps eventually will be combined into ERF
- For now, please use this PR form instead of e-mailing Debra, Pam, and/or Staci G. individually
- Any recommendations? Let Staci G. know

University Faculty Senators' Reports

- Nothing to share currently; Any questions about Jacob's e-mail?
- Reminders: Advising, Benefits (extended deadline: Monday, Nov. 19)

Committee Reports:

- IT: Robin (3 visits for Supply Chain Management tenure-track position; see 11/16 e-mail with dates)
Switch to Office 365 (at least 10 people surprised...); Best ways to get information to faculty?
Hoping to have an Office 365 app session at MADE
Need at least 10 people to have someone from UP come
Meeting Nov 28th -> feel free to share issues; will be discussing IT classroom capacity
Would love feedback about streaming MAFS meeting via Zoom!
- Faculty Affairs: Linghao
PDF: started with \$15,000 spent \$5,600; TSF: had \$825, spent ~half
- Campus Planning: Renee -> Bridge between strategic plan and MAFS
- Constitution Committee: Renee
Looking at committee descriptions in addition to breaking into 3 components
Committee chairs should expect a request to check if committee description is up to date
Kudos to PSMA tobacco-free team: doing a great job!
- Academic Festival Committee: Kim (see slide) <https://montalto.psu.edu/academics/festival>
Will be Friday, April 12th (week 13 to avoid Good Friday), from noonish to 4ish
Proposals being accepted: Now - Friday, March 15th (Friday after Spring Break)
The AF is like a Science Fair, but for *all* disciplines:
Art Show, Research Posters, Informational Exhibits, Oral Presentations and Performances
Have been very few performances in recent years...
Please encourage your students to participate! Fall projects? Add to Spring syllabi?
(Reasons why we're starting early this year)
We have \$1,000 for prizes; looking for more...
We will need many volunteer judges; Consider inviting local contacts to attend and/or judge
Questions? Contact Kim Herrmann &/or Patty Gochenauer (co-chairs)

Campus Activity Reminders

- November 28th Advice & a Slice: STEM Edition (ST304, during common hour) – Kim
4 past (Fa12-Sp14) MA students: Tyler Barnhart, Lok-Ken Chan, Bryan Griffin, Joseph Hawkins
Successful at Mont Alto, at UP, and now have good jobs- will be talking with current MA students
Engineering focus, but will address questions about transition to UP and applying for jobs etc.
- Holiday Party – Linghao (see slide)
Deadline was today to buy tickets, but extended to Tuesday, Nov. 27 (see Mary Jo's 11/16 e-mail)

Open

Please consider attending 12/2, 12/4, and/or 12/9 Chorale Concerts
Interfaith Celebration of Lights is 12/4: some free PSMA scarves!

Adjournment: Moved and seconded

Next MAFS Meeting: Wednesday, Dec. 5th, 12:20 – 1:10 p.m. in ST204