

MAFS Executive Board Meeting 10/21/2019  
Conklin Room 105 12:20 – 1:10 pm

Call to order

Dan could not attend

Approval of Minutes from September

Adjustment -> institutional memory -> wasn't that English classes used a book  
-> all incoming freshman received a book to read over the summer (*Civil Disobedience*)  
& there were discussion groups  
Probably was just PSMA & was around 2000 & Peggy headed the process  
UP has had first year common reading  
Susan moved to accept the minutes (to be adjusted) & Linghao seconded  
Approved

MAFS position updates for 2019-20

Chair-Elect - Linghao Zhong (approved by faculty)  
UCFC – David Seitz – to finish term of Kelly Sprinkle (approved by faculty)  
Jackie Schwab's term will be ending in Sp20 -> will look for volunteers & vote in the spring

Old Business

Campus Theme – continued from September  
Curtis is happy to phase it out  
Probably won't be a Sustainability Theme  
Hasn't had enough of a following  
Joe Cuseo (MADE speaker) -> 1st year seminar common activity/assignment  
Should the dissolution of the Campus Theme be announced- maybe a quiet death...

New Business:

Classroom & Lab doors being opened & propped open (at least on 3rd floor of Sci/Tech)  
- Chem Lab has been open to air out (too wet)  
- Concern about Physics Lab being open with no Physics faculty around  
-> expensive equipment & possibly dangerous in the wrong hands...  
- Related topic: Classroom/Lab doors being closed & locked while classes in session?  
(Several years ago recommendation- door props disappeared that year...)  
- Mike will look into the situation & get back to the Exec Board

MAFS Committee Assignment Process (Tom)

- Survey, then put some people on committees who had not submitted the form  
-> constitution says faculty \*volunteers\*
- Most people were okay with assignments, one asked to be taken off committee (opt out)
- All faculty are expected to serve on a committee, but the Constitution does not specify that faculty are \*required\* to serve
- Constitution *does* indicate that faculty are expected to attend MAFS meetings
- Not too much of an issue -> FAR discussion eventually (but that's late in the year)
- Anything about committee chair process? -> Executive Board according to Constitution
  - Typically a volunteer, but Exec Board might get involved if no one volunteers

## Importance of Faculty profiles on the web (Dr. A)

- Census for this fall (Oct 4) -> 730 students -> significant decline from 2010
- 1% of permanent budget (\$80k) will be withheld every year
- Hoping for \$20M (was \$15M)... MA will lose \$400,000
- Expense budget-> to get what is needed (got \$1.3M) but will be \$400,000 less
- Recent area meeting -> will be looking at staffing
  - Brandywine, Scranton, Wilkes-Barre, Lehigh Valley, Hazelton, Schuylkill
  - We are 5th in terms of students, but 2nd in terms of faculty
    - > concerned about morale issues & hoped to turn things around
- All our new programs are adding good numbers
- We did stabilize in 2016 (~903), rose to 917 in 2017, but 835 in 2018 and now at 730
- Sense of urgency -> need to control everything that we can
- Marketing is so competitive -> small private colleges are being closed
- What can we control?
  - Cost is a huge concern among students & parents
    - New award
    - PSU financial aid information is atrocious
      - > links to a website that says something like PSU is a great school, find some way to pay for it
      - Dr A pointed out it's terrible, others agreed -> helping to adjust it
    - New handout: making college affordable
  - We have faculty w/ great accomplishments who have gone elsewhere
    - b/c concerned about getting tenure
      - Local competition -> strong faculty information at Ship
      - > some padding w/ conference info (not just real publications)
  - Staci G will be working with faculty to get publications & courses being taught
    - All faculty should have this information by mid-November
    - Staci is preparing a document about where to put what in Digital Measures so she can sync the information to the faculty websites
      - Request categories: books, journals, conferences
      - Start with basics: publications, courses being taught...
  - How easy is it to find faculty pages?
  - How long do our retired faculty have their web pages?
  - Mike is drafting an email to follow up after the MAFS meeting with steps

## Discussion of campus opening times during inclement weather events. (Dr. A)

(continued from 2018-19)

Modified schedule, noon start (relatively new)

Any way to hold evening classes if roads should be safe by 5?

If roads could freeze after dark? -> would err on the side of caution

Some evening classes meet only once a week

Messages have to be very clear

How soon would the decision be made?

The message would need to specify to check back to verify

More discussion at MAFS

## University Senate Visit, Oct 21

### "Questions for the Administration" (Tom)

Faculty could submit questions to be given to administration anonymously

Might get more questions if faculty/staff are guaranteed anonymity

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Working Agenda for MAFS Meeting 10/28

- Call to Order
- Approval of Meeting Minutes
- Announcements
  - MAFS Chair
    - MAFS position updates for 2019-20
      - Chair-Elect - Linghao Zhong
      - UCFC – David Seitz – to finish term of Kelly Sprinkle
    - PennACE award announcement (for Patty G)
  - Chancellor (Dr. Achampong)
  - Chief Academic Officer (Dr. Doncheski)
- Committee Reports
  - To be given at the meeting or sent by email
- University Faculty Senator's Report
  - Update from University Senators visit
- Speakers:
  - X Anne Miller – Finance Office / Budget Update
  - Staci G. – Faculty Profiles on the MA Website
- Open Discussion / New Business
- Adjournment

Next Exec meeting Wednesday November 13, 12:20pm-1:10pm, 105 Conklin.

Next MAFS meeting Monday November 18, 12:20pm-1:10pm, 204 ST.