

## **MAFS MEETING MINUTES February 15, 2013**

Chair Peter Linehan called the meeting to order stating that this was the last Friday meeting this semester (next meetings are Wednesdays 3/20 & 4/17). He requested the approval of the meeting minutes from 1/18 and as well as 12/12. The motion to accept the minutes was made by Morgan Jenkins and seconded by Jackie Schwab. Peter then relayed a message from Jennifer Marchand, Chair of the Chancellor Search Committee, that the committee will meet on Monday to discuss the candidate list. Interviews are planned to begin in mid-March. He also relayed a message from Kira Hamman that there is still money in the professional development fund. After March the remaining funds will be available for those who had received limited reimbursement for earlier travel.

Paul Bart reported that the call for proposals for the academic festival is open and mentioned that a workshop for faculty mentors is being planned. Forms are available on the Mont Alto website under Quick Links (<http://www.ma.psu.edu/Academics/29824.htm>).

John Henry reported that the Curricular Affairs Committee reviewed the Environmental Business Management degree proposal. All their questions were answered, and the committee supports this proposal 100%. The MAFS membership voted to approve the proposal 17 yes, 1 no, 0 abstentions. The proposal will now move on to consultation with other academic units & ACUE.

Heather Diritto, academic skills coach, and Ashley Jacobs Norris, associate director of athletics, addressed the process of the weekly academic progress reports. Heather, who replaced Naomi Radio, stated that she is not a tutor or a counselor, but that her role is help students get organized, work on their study skills, and guide them to the help they might need. She oversees the 6 hours of study hall in the Academic Support Center required by some coaches. Students sign in and hand in their ID for the duration of their study hall. The students give the progress reports to their coaches. The list of coaches is available on our website (<http://www.psumontaltoathletics.com/landing/index>). MAFS members had many questions and suggestions. These are some of the main points:

1. The athletes request that we fill out the forms at the beginning or end of class which can be challenging when faced with 2-5 students asking us to fill out the forms on the spot. It would be good if the forms were available online or if the reporting could be done online. It would also be helpful to list the days of the week along with the dates on the game schedule.
2. We were also concerned if the athletes actually hand in poor reports, and wondered if there is any follow-up. Some the athletes who are failing classes are still playing games.
3. Heather said that we could give her the forms, and she could pass them on to the coaches and follow up with students. She is in the Academic Support Center Mondays 6-9, Wednesday 1-4, and Thursdays 6-8. Her email address is [hnd3@psu.edu](mailto:hnd3@psu.edu).
4. Mike Labalokie asked if we could have any input on the scheduling of games. Baseball and soft ball games are scheduled on Tuesdays and Thursdays. If they were scheduled on Tuesday/Wednesday, for example, students won't miss so many classes in particular courses. Ashley mentioned that athletes have priority scheduling and should select courses carefully. However, this may not always work due to our limited course selection.

Overall, the consensus was that the Weekly Progress Reports are a huge improvement working with athletes in our classes.

Dr. Gnage shared the results from three recruiting focus groups. To be in a financially safer place we need to enroll 460 students in the fall (last fall: 419). Some of the recommendations from the meetings are to establish a greater presence through advertising and social media. Dr. Gnage explained that there are more radio and TV ads and news broadcasts. U.P. has pledged some funding for TV ads. Mike Harp now has some help to build the Penn State Mont Alto Facebook page, and a web master needs to be hired to manage our website. Dr. Gnage stressed the importance of all of us being involved in welcoming students and making our programs known (open houses, lion for a day, speaker's bureau, being friendly and supportive). Mike Doncheski mentioned that while the recruiters are limited in how many times they can go to a school, faculty members can go any time when invited by a teacher. Other efforts to attract students are the creation of 2-5 year plans of day and evening classes for our programs, and improvements to science labs, Fitness Center, and sidewalks. More summer camps are being organized as several students had mentioned that they chose Mont Alto because they had been here as kids and loved it.

Lauraine Hawkins distributed the advising timetable. Now that we have received the Early Progress Reports we need to contact our advisees to help them decide how to proceed. There are still seats in the half-semester classes that begin shortly.

The advising timetable:

[http://www.ma.psu.edu/documents/Academics/Advising\\_Chart\\_for\\_Website.pdf](http://www.ma.psu.edu/documents/Academics/Advising_Chart_for_Website.pdf)

Additional advising resources can be found at

<http://www.ma.psu.edu/Academics/Advising/advising.htm> and the Mont Alto Advising Resource Center on ANGEL

John Henry mentioned that he was at a University Faculty Senate meeting where faculty members said that they were not aware of advising councils at their campuses. He felt really good about Mont Alto having such an active advising council!!

Jackie Schwab announced that she is collecting used books for the Legal Services fundraiser. The box is in the library foyer. She can also collect them from your car.

The meeting was adjourned close to 3:00 p.m.

Submitted by Jackie Schwab, chair-elect.