

FACULTY MEETING MINUTES

Wednesday, September 2, 2015

3:35 PM – Heritage Commons

The meeting was called to order at 3:43pm.

I. Approval of the draft minutes of the May 6, 2015 meeting.

The 5-6-15 Minutes were approved as written (with minor corrections already submitted).

II. Reports

A. Don Birx, President

Pres. Birx did not have a formal report, but thanked everyone for their help now and in the future with PSU's large incoming class. It is his belief that "we have a great path ahead of us". In answer to a question about "who's going to do the work" (in regard to URSA and beginning to make plans for the development of clusters), Pres. Birx said that the URSA process will continue as scheduled and he would like discussion of clusters to begin this fall. He hopes it will be possible to get some release time for key people in the spring and indicated that he is aware of people's workloads by saying "We're not going to layer another thing on you."

B. Julie Bernier, Provost and Vice President for Academic Affairs

The Provost's report was emailed to the faculty at 12:11pm on 9-2-15.

C. URSA Report evaluation process and URSA implementation plan

Eric Hoffman (Chair, Credit-Generating Evaluation Committee) and Janette Wiggett (Chair, Non-Credit-Generating Evaluation Team) summarized the URSA Report evaluation process and timetable and answered several questions. This fall, the evaluators will be reading all reports (140 Credit-Generating and 133 Non-Credit-Generating). All evaluators will read all reports. Reports from the Evaluation Committees (which will include the quintile ranking of every program) are due Dec. 23. This information will be published on the URSA Website on or about January 4. Individual report scores will not be made public and will be known only to the evaluation committees. Please refer to www.plymouth.edu/ursa for additional information about the URSA process and FAQs. Submit any specific questions you have to ASK URSA at: psu-ask-ursa@plymouth.edu or via the website.

D. Denise Normandin (Program Manager, Healthy PSU) – Report on Biometric Screenings and Tobacco Free Campus Initiative (Denise absent; no report)

III. Old Business -- None

IV. New Business

A. Resolutions of the Standing Committees

Curriculum Committee

The Curriculum Committees (Undergraduate & Graduate) have developed a revised set of forms as well as a procedures document that indicates signatures required for different kinds of proposals. The most significant changes are the following:

- There are no longer different forms for Undergraduate and Graduate proposals

- Fewer signatures are required for most curriculum changes

Beginning with October meetings of the Undergraduate and Graduate Curriculum Committees, older forms will no longer be accepted. The only forms that will be accepted indicate an August, 2015 approval date in the footer and are posted on the Faculty Governance website at the following link:

<https://www.plymouth.edu/committee/faculty/faculty-committees-and-appointed-groups/curriculum/forms-and-documents/>

Note: Drafts of the new forms were distributed at the Chairs' Retreat in August. Please discard those forms.

A Motion was made (Eric Hoffman) and seconded to accept the report of the Curriculum Committee. The Motion passed by voice vote.

V. Announcements

- A. Anne Jung-Mathews (Lamson Library & Learning Commons) – All First Year students are invited to an Open House at Lamson Library & Learning Commons on Tues. Sept. 8, from 6:00-7:30pm. This will provide an opportunity to learn about the variety of services provided at many locations within the Learning Commons. Popcorn will be served and many prizes will be awarded.
- B. Liz Ahl (English) – Liz is a Convener for the PSU Queer Council and called attention to the half sheet handouts on the tables containing the Council's Mission Statement. Those who wish to be involved should contact Liz at ahl@plymouth.edu.
- C. John Krueckeberg (History, Philosophy, and Social Studies Education) – John thanked everyone who assisted and supported the National History Day in NH competition last April. (He was on sabbatical last semester and had not been present to issue thanks in the spring.) Next year's National History Day in NH will be April 2, 2016. Judges (in teams of 3) are needed. Contact John if interested, jkrueckeberg@plymouth.edu John's post-meeting report on last year's competition is printed here: "Sixty-five NH students and their 35 projects traveled this summer to represent the Granite State at "Nationals" at the University of Maryland. They returned having experienced the rigors of putting their scholarship under review, defending it orally, and having some fun. Some notable experiences follow. A Gilford Middle School student was invited by the Smithsonian to display his exhibit on "Theodore Roosevelt, Conservationist." A Milford high school student's work on Harvey Milk won fourth place in the nation for the paper category – also she was selected by the Library of Congress to spend a special day with a few other top writers in which they met the Historian of the House of Representatives, received a private tour of the Library of Congress, and exchanged ideas about writing history with award-winning author Tonya Bolden in a small, intimate setting. Judges ranked as 10th best website in the nation, a Merrimack High School project on "Mother Jones"; also it won the special prize awarded by The American Labor Studies Center. Merrimack additionally saw a student (whose video documentary on German submarines caught the eye of a Professor of Strategy at the U.S. Naval War College), win an all-expenses-paid trip-for-two to the National WWII Museum in New Orleans where she will travel in December to apply the historical skills she and other winners developed through the NHD program – they will contribute to the museum's upcoming installation of a pavilion, "Campaigns of Courage." Also two students were invited by the National Endowment for the Humanities to a highly select "Breakfast on the Hill" for their documentary on Christa McAuliffe; this led to NH Senators inviting them to an exclusive NH-themed dinner that night."
- D. Michael Fischler (Elementary Education & Childhood Studies et al.) Michael reported the following on the Faculty S-O-O Scholarship Fund. **The Faculty raised \$10,650 for the Faculty S-O-S Scholarship Fund last year**, splitting these gifts between principal and funds for immediate use. Fifteen faculty members gave \$6,000 of that total by payroll deduction. Fundraising efforts such as the raffle baskets at the faculty meetings and special events brought in nearly \$3450, and additional cash gifts totaled \$1200. The current market value of the S-O-S principal is \$35,760. In addition to the gifts made by faculty, the immediate use fund will receive payout from earnings (like "interest") totaling \$1,077 this year,

increasing the amount available for awards next year. **Awards:** Last year and this, a total of over \$9800 has been awarded in S-O-S scholarships to 12 students. From when fundraising started in FY12 through FY16, 34 students have received a total of \$27,130.00 in scholarship awards, in amounts ranging from \$300 to \$1,000; one recipient this year has been awarded \$2,500.

- E. Barbara McCahan (Health and Human Performance) – Faculty members were referred to the Human Resources September newsletter which announced the dates for the BioMetric Screenings which will be held in the HUB Hage Room Sept. 22-24. Participation in this screening and completing the Health survey will be rewarded with a rebate on the health insurance premium up to \$400. The Benefits Fair will be at the Welcome Center on Oct. 29th. Prof. McCahan recommended that faculty members participating in the BioMetric Screenings and survey consider returning their rebate to the SOS scholarship fund.
- F. Kimberly Ritchie (Art) -- The annual Art Faculty exhibit runs until September 26th in the Karl Drerup Art Gallery. Please join us for the opening reception on Tuesday September 8th from 4-6pm.
- G. Maria Sanders (History, Philosophy, and Social Studies Education) – The Fall 2015 PSU Writing Retreat sponsored by the Philosophy discipline in Pittsburg, NH at AT BEAR TREE will be held on September 18 - 20 and the Spring 2015 retreat will be held March 18 - 20. We are accepting reservations for both retreats at this time. If interested, contact Maria Sanders (Philosophy) or Annette Holba (Communication and Media Studies).

The meeting was adjourned at 4:26pm.

Respectfully submitted,
Gary McCool
temporary scribe