



Faculty Meeting Minutes

Meeting Date: February 1, 2017

Meeting Time & Place: 3:30PM in Heritage Commons

Called to Order: 3:35PM

- I. Acceptance of the draft minutes** of the October and December meetings.
(The two files were sent in a separate email as agenda attachments)
No comments, minutes were approved.

- II. Reports**
(Given all the happenings since our last meeting, all administrators present at the meeting have been invited to report and/or answer questions during the meeting).
 - A. President:
(The report has been distributed via email before the meeting)
President Birx put mostly everything he needed to say in the report that was distributed before the meeting.
Linda Levy asked if the new form for injuries that was put in the report included injuries that occurred during classes, such as PE. President Birx was not sure, but would find out and report back.
Megan would also like to know if that form is to be used for students injured in the field. The President thinks the form should supersede but will find out for sure and report back.
Karolyn Kinane asked if the Clusters are still allowed to change if people would like to move. The President answered yes, they are organizational units that can flex and grow as PSU does.

 - B. Academic Deans:
No questions.

 - C. Enrollment Management, Student Affairs, and Global Engagement:
Jason Moran, Dean of Enrollment Management
(There will be a short statement followed by questions. Officers from Student Affairs and Global Engagement will also be present to answer questions)
Jason gave an update in regards to the email sent over the weekend in response about executive order. Enrollment Management chatted over the weekend and students were not directly impacted by this. They felt it necessary to discuss and understand the recent events and be there to provide support. They also met on Monday morning to try to identify cohorts of students from international backgrounds to engage in personal outreach that may have been affected by the recent events. The outcome of the meetings was that Jane and Tom will now be working on how to better support international students/staff by practicing communication that details advice and resources that can help provide support. Joyce Larson has helped identify winterim and spring semester students here on visas, and is reaching out

to them to help provide support in any way possible. Enrollment Management is still continuing on with international recruitment. They are still welcoming everybody! They are planning on meeting once a week, but saw today in the news that more countries may show up on this ban, which will dictate how often and quickly they meet.

Tom said that he has met with colleagues across NH and everyone is trying to figure this situation out and communicate to the student population. They are currently waiting for more to play out (many lawsuits regarding religious discrimination could change orders). It is currently on a 90 day timeline, so they are not sure what will happen after that, but they would like to make a game plan in case there are any undocumented students that might be impacted. Global Engagement would like them to be aware that they DO NOT have to self-identify, but there are resources they can utilize. So far, no one at PSU has been impacted as far as they know. An email should be going out this evening for faculty and staff, but they are not ready to send out a student email (still working on it with Mark Fischler).

Faculty wanted to know if they, as reporters, would have any assurances that there would be no lists made that could be used negatively. Jason assured the group that they don't have a database, it is more like a check system, and is not to be used for any other way than to offer support. They still have to report students that are here on a visa (the way it's always been), but that will be the only type of reporting.

Katie Herzig heard they were sending emails to students and would like to suggest also sending those emails to the faculty. What about a public statement on how to respond to the crisis? President Birx said that they have been talking in the system about what to put out and have already signed two letters (one to the President and one to Homeland Security) about where the university stands. The President's office is waiting to coordinate more, but there is a mixture of concerns cross the campus, and he would like to wait and see how things play out to send out an appropriate response.

Whitney Howarth has been working with students and refugee organizations to create a cluster project. One of the questions they are think about is "Should there be some sort of training or counseling for anxiety and fear about refugee camps and experiences?" President Birx answered that there is going to be a discussion about that. One of the main problems is the complications involved with Federal funding, and they need to respond with what they can do with what flexibility they have. The faculty can get together to work something out where administration might not be able to (right now).

D. University Advancement:

Paula Lee Hobson, Vice President for University Advancement

(There will be a short presentation followed by questions)

Paula Lee announced that fundraising is going very well this year, and there will be a new conference about it. PSU has received multiple six-figure donations (among them: financial institution, graduate fellowship, scholarships, etc.). She is proud to say US has raised over \$800,000 in scholarship funds last year! Marketing has launched a new brand using CRM Social Studio which allows different communication flow depending on what the student does, where they are, behavior, etc. UA's next steps are to refine marketing plan to support the GR enrollment plan, create and implement community communications plan, and support legislative community. They are not entirely sure what the future will look like so how does PSU message our vision and still be truthful? If you are interested in being a part of this, contact PLH.

E. Principal Policy Making Committee

Hilary Swank, Curriculum Committee Chair

(There will be some brief reminders. A full curriculum committee report has been sent via email as an agenda attachment. All committee Chairs will be available to answer questions during the meeting).

Hilary had one reminder, that the deadline for curriculum changes requiring approval beyond the department is Wednesday, February 9th at midnight. Changes that only require a department approval is two weeks after that date. If you could email her a heads up from the department if you plan on sending a proposal she can start to pencil things in before all the proposals start coming in (would be very helpful).

III. Old Business

None.

IV. New Business

A. Resolutions of Standing Committees

None.

B. Other New Business

1. Motion:

The Department of Atmospheric Science and Chemistry moves to remove the current B.S. in Chemistry with Option in Biochemistry and replace it with a B.S. in Biochemistry
Presented by Jeremiah Duncan, Chemistry Coordinator

(Detailed justification, proposed program of study, and forms were sent as an agenda attachment on a separate email)

Motion was seconded. All were in favor.

Jeremiah noted that the justification for this change was mostly for the name change to update the curriculum based on the guidelines by American Biochemistry Society. Major changes have been made to remove some required chemistry courses and make is more biological focused. They think this will be better, and technically nothing will be removed. This used to be chemistry with a biochemistry option, but now by making the name more available it will make it more known and accurate as to what the program actually is.

Adjournment

Meeting adjourned at 4:15PM

Announcements

Announcements from the faculty speaker:

- We are still looking for a faculty speaker elect to be the speaker next year. I will be on sabbatical during the Spring 2018 and if I continue being the speaker next year the plan is to meet only in February and May 2018 (the minimum specified in the faculty bylaws)

- Please volunteer to be part of the faculty-requested calendar advisory task force. Come by before or after the meeting to volunteer in person.
- Please hold conversations until after the raffle, even if the meeting has adjourned.

More announcements from meeting attendees after adjournment.

**Respectfully submitted,
Emily Evans, scribe**