Faculty Council Agenda and Meeting Minutes  
September 16, 2021  
2:30-4:30pm  
228 Chambers Building and Zoom

**Council Members in Attendance:** Brian Belland (Chair), Julia Bryan (Past Chair), Elizabeth Prosek (Chair-Elect), Joseph Valente (CI), Carmen Vanderhoof (CI), David McNaughton (EPCSE), Kelly Rosinger (EPS), Bill Rothwell (LPS), Bill Brendel (LPS), Madeline Halkowski (Grad Student), Caroline Clontz (UG Student)

**Council Members Absent:** David Post (EPS), Cristin Hall (EPCSE)

**In Attendance:** Andrea McCloskey (Faculty Senate), Kathy Heid (Graduate Council), Kim Lawless, Greg Kelly, Gwen Lloyd, Wendy Williams, DeMarcus Jenkins, Mark Ivicic, Gary Thomas, Kate Chen

1. **Review and approval of minutes of the Last Meeting** (April 15, 2021)  
   1.1 David McNaughton moved to approve the minutes. Julia Bryan seconded the motion. Motion passed with one abstention.

2. **Announcements by the Chair**
   2.1 Faculty Council members introduced themselves.

3. **Communications to the Council**
   3.1 Undergraduate Student Council Updates (Caroline Clontz)  
   3.1.1 Hosted ice cream social in previous week.
   3.1.2 Starting an initiative for Diversity, Equity, and Inclusion (DEI) in which contributions of students’ efforts will be developed into a PowerPoint for distribution to the College of Education monitors.

   3.2 Graduate Student Council Updates (Madeline Halkowski)  
   3.2.1 Pumpkin Festival planning underway (located at Arboretum).
   3.2.2 Forthcoming mental health workshop with a 10-minute yoga session.
   3.2.3 Mentoring program in beginning stages.

3.3 Research Policy Updates (Greg Kelly, Senior Associate Dean for Research)  
   3.3.1 Open House tomorrow September 17; Jessica Snyder will be introduced in her new role.
   3.3.2 Website updates with new grant offerings and links to more grant search engines to support faculty members’ efforts.
   3.3.3 Reported 118 active grants in the College of Education; $63 million in grants; $18 million receipts in grants; and total submissions increased to 189 in the College of Education.
3.3.4 Updates to College of Education research policies have been compiled into one document. The new policy is available in the Faculty Council Teams folder. Highlights of updates include a 4-week notification period; draft budget submitted 14 days prior to submission; budgets need reviewed by Department Head; and completed grant package submitted for College review 7 days prior. Review policy for further information on parameters for percentage of salaries, summer salary, and cost-shares. The College of Education prioritizes funding graduate students on grant submissions.

4. **Comments by the Dean of the College** (Kimberly Lawless, Dean of the College)

   4.1 Reference to email sent today (September 16, 2021) regarding clarifications of hosting in-person, virtual, or hybrid meetings. Dean Lawless emphasized the importance of community engagement, specifically for the newest members of the College of Education community.

   4.2 Review and express a collective meaning of shared governance within the College of Education. Dean Lawless emphasized that trust and respect among College of Education members as the spirit of shared governance, importance of collaborative relationships with Faculty Senate and Faculty Council. In the spirit of faculty collaboration, Dean Lawless has requested administrators limit attendance at Faculty Council meetings.

   4.3 Faculty Council members and visitors discussed the Graduate School’s email announcement today (September 16, 2021) regarding students’ benchmark exams.

   4.4 Faculty Council members discussed the overturn of administrative staff in the College of Education over the past year. Potential insights included impact of reviews frozen at the Human Resource level.

5. **Reports of Standing Committees**

   5.1 Faculty, Staff, Student Concerns (aka “Awards”)

      5.1.1 A Faculty Council member needs to be a representative.

   5.2 Curricular Affairs

      5.2.1 A Faculty Council member needs to be a representative.

   5.3 Graduate Studies and Research Policy

      5.3.1 A Faculty Council member needs to be a representative. This person must be a Category R member of the Graduate Faculty.

   5.4 Technology

      5.4.1 David McNaughton (EPCSE) volunteered to serve again as Faculty Council representative.

6. **Reports of Special and Ad-Hoc Committees**

7. **News from the University Graduate Council** (Kathy Heid, C&I, Graduate Council Representative)
7.1 The University Graduate Council supported the Graduate School’s recent policy amendment to allow for virtual benchmark meetings without written exception approval two weeks prior, as originally posted.

7.2 The Ombudspersons have been identified for the graduate students (three in total).

7.3 October 11 is the first meeting for Fellowship & Awards.

7.4 Xiangquan (James) Yao, C&I Grad Council rep, will attend the future meetings and provide brief updates to the Faculty Council.

8. **News from the Faculty Senate** (Andrea McCloskey, C&I, Faculty Senate Representative)

8.1 Plenary meeting this past Tuesday (September 14, 2021). Highlights of the meeting included the announcement of a Town Hall with the Provost Jones next Tuesday (September 21, 2021), in response to demand from faculty regarding topics such as the Presidential search and response to COVID. Two representatives from the College (Julia Bryan and Kathleen Collins) will attend the Town Hall and have the ability to ask questions on behalf of College faculty. An email announcing the event and requesting questions will be sent via the College faculty listserv.

8.2 Faculty Senate members are committed to increasing communications from the Senate to the faculty at-large in the College. Faculty Council members reported appreciation for Wendy Coduti’s letter to College faculty members.

9. **Unfinished Legislative Business**

10. **New Legislative Business**

11. **Forensic Business**

11.1 Revised constitution and bylaws (Brian Belland)

11.1.1 Faculty Council leadership updated the Faculty Council Constitution and Bylaws over the summer. Distribution to Faculty Council is forthcoming with planned discussion in October meeting and vote during November meeting.

11.2 Plan of work for academic year 2021-2022 (Brian Belland)

11.2.1 An ad hoc task force will be charged with examining existing College promotion and tenure guidelines and processes from an equity perspective, in accord with our College Strategic Plan and commitments to anti-racism and in response to the More Rivers to Cross reports. The committee, with representation from all departments, will work to expand visions of valued scholarship and impactful faculty activities and ensure that promotion processes are equitable and do not perpetuate systemic racism and oppression. The long-term plan is for both tenure line and clinical/teaching line processes to be reviewed, beginning with tenure line in AY2021-2022. Kelly Rosinger volunteered to work on this task force.

11.2.2 Last year, a task force on faculty workload completed an initial needs assessment. The next step is to develop suggestions for consideration.
Faculty Council members suggested including non-tenure line faculty members on the committee this year. Members suggested that David Post (co-chair) of the committee be contacted to determine his interest in continuing his role on the committee. Carmen Vanderhoof volunteered to serve on the committee this year as a representative of clinical/teaching line faculty. Bill Brendel volunteered to continue service on this committee. Faculty Council members requested the committee consider service beyond teaching; for example, dissertation chairing and the workload impact.

11.2.3 Priority to increase collaboration among Faculty Council, Faculty Senate, and faculty members at-large.

11.2.4 Aligned with the Dean’s guidance, Faculty Council may consider ways in which the College of Education can increase community and support for College members, especially members who began their work with Penn State during the pandemic.

11.2.5 An email and/or Teams chat is forthcoming for volunteers to populate the standing committees and ad hoc task forces.

11.2.6 Faculty Council members discussed clarification on in-person or Zoom Faculty Council meetings. There are challenges to the current hybrid model for communication.

11.2.7 Faculty Council members inquired about the College Strategic plan; confirmed the plan was approved by the University and is now in the implementation phase. Greg Kelly will lead the College of Education’s implementation of the 5-year plan.

12. Comments and recommendations for the good of the College

12.1 Faculty Council members discussed the University’s definition of shared governance. Faculty Council members discussed inviting Dean Lawless to share her definition and then a collaborative definition could be formed between Dean Lawless, Faculty Council members, and Senate representatives. The University vision of shared governance, as per the New Faculty Orientation presentation, suggests faculty-represented organizations provide recommendations to administrators, who make final decisions. Faculty Council members discussed that among leadership research there are models of analysis to assess shared governance. For example, BART analysis: Boundaries, Authority, Roles, and Tasks. Faculty Council members discussed investigating models to help provide a framework for the definition of shared governance in the College of Education. Faculty Council members noted the topic of shared governance is worthy of further, formal discussion in the College of Education.

12.2 Madeline Halkowski reported that, as the Graduate Student representative, she received feedback from graduate students to share today. Graduate students have expressed that new student welcoming into the College of Education did not meet expectations. For example, although there are resources online, new students are not aware of where to find those resources; suggested one possible solution may
be a new student manual with important deadlines and resources. Faculty Council members discussed whether some of these efforts are best provided at the College level or at the programmatic level, noting also that the University’s Graduate and Professional Student Association supplies resources and introductory information for distribution. Faculty Council members also shared perspective of the importance to demonstrate patience, as faculty members are quickly trying to respond to ever-changing policies during the pandemic. Faculty Council members encouraged messaging to graduate students include accessing advisors to express needs for additional support.

Next Faculty Council Meeting:
October 21, 2021, 2:30-4:30 PM, Zoom meeting