

**Penn State Harrisburg
Faculty Senate Agenda**

Tuesday, April 19, 2016

Madlyn Hanes Executive Conference Room C300 11:15 a.m. - 12:45 p.m.

- A. MINUTES OF THE PRECEDING MEETING
Approval of Senate Minutes February 16, 2016 Appendix "A"
- B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS
Approval of Minutes from the February 18, 2016 Appendix "B"
Approval of Minutes from the March 17, 2016
- C. COMMUNICATIONS TO THE SENATE
- D. REPORT OF THE SENATE PRESIDENT
- E. COMMENTS BY THE CHANCELLOR
- F. NEW BUSINESS
- G. UNFINISHED BUSINESS
- H. NEW LEGISLATIVE BUSINESS
- I. LEGISLATIVE REPORTS
- J. FORENSIC BUSINESS
- K. REPORTS OF STANDING COMMITTEES
- L. ADVISORY/CONSULTATIVE REPORTS
Athletics Committee – February 10, 2016 & April 6, 2016 Appendix "C"
- M. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE
- N. PASSING OF THE GAVEL

NOTE: The end of year meeting of the Penn State Harrisburg Faculty Senate is Tuesday, May 17, 2016 – 12:00pm -5:00pm in the Madlyn Hanes Executive Conference Room.

THE CAPITAL COLLEGE
MEETING OF THE FACULTY SENATE
MINUTES
February 16, 2016

Attendees:

Capital College Senators Present: J.B. Adams, J. Gibbs, R. Joseph, P. Kavanaugh, B. Ran, K. Sprow-Forté, P. Swan, P. Thompson, S. Yilmaz, R. Young

Student Government Representative: M. Cawley

University Council Representative: M. Wilson

Administrators Present: O. Ansary, P. Idowu P. Julnes, M. Kulkani, G. McGuigan, S. Schappe,

Excused absence: E. Delozier, J. Hirt

Paul Thompson, Faculty Senate President, opened the meeting at 11:30 a.m.

A. Minutes Approval for Faculty Senate Meeting

Thompson requested a motion to approve the minutes from the January 19, 2016 meeting. A motion was made by Swan/Yilmaz to approve the minutes, and they were unanimously approved.

B. Minutes Approval for Academic Affairs Meeting

None

C. Communications to the Senate

None

D. Report of the Senate President

- A meeting with the senate committee chairs was held on February 2, 2016, and the discussions were fruitful. A few of the charges were refined, and Thompson looks forward to their reports at the end of the semester.
- An additional ad hoc committee has been added, which is taking an inventory of practice for managing academic schools. R. Young reported that the committee was charges the previous week and will be contacting school directors to set meetings.
- The athletics committee is working to educate faculty about concussions and have released a summary of the concussion seminar held in the fall semester.
- Nominations are currently being accepted for Capital College Faculty Senate Elect. Nominations will be accepted until February 26, 2016.
- Due to several conflicts, the March 29, 2016 meeting will be cancelled. The next meeting will be on Tuesday, April 19, 2016.

E. Comments by the Chancellor

- The budget for the state of Pennsylvania for fiscal 2015-2016 has still not been passed, and Penn State has not received any state support to date. The University is becoming concerned as to how we are continue to pay our bills. All chancellors have been asked to cut their spending. Cuts will need to be made for the 2015-2016 fiscal years, as well as the 2016-2017 fiscal year.
- The last time we were asked to cut the budget, the chancellor's office absorbed most of the cost, however, this time, schools and other units will be asked to assist in cost cutting.
- All educational funding will continue as planned, as well as existing faculty searches, but no new searches will be approved.
- Kulkarni continues to work to establish a Staff Advisory Council. An organizational meeting will occur during the week of February 15, 2016.
- With the many delays and closing, faculty are reminded to use current technology to keep their classes on track.

F. Comments from the University Council Representative

- M. Wilson provided an update on the proposed GenEd Revision Legislation that will be voted on at the next University Senate meeting.
- The following information was presented as a PowerPoint presentation.
- Require 6 credits of Integrative Studies as part of the General Education Baccalaureate requirements; (b) create inter-domain courses as a way for students to accomplish the Integrative Studies requirement; (c) create linked courses as a way to offer the Integrative component; (d) replace the "9-6-3" substitution with the more flexible "Move 3" substitution; and (e) allow an Integrative Studies course to satisfy the flexible 3 credits of exploration within the Associate Degree General Education curriculum.
- Recommendation 2. Students will complete the Integrative Studies requirement within one of the approved Pathways—the Inter-domain Pathway, the Linked Courses Pathway, or a further Pathway if legislatively approved. Courses in the student's selected Integrative Studies Pathway may be taken at any time in the student's course of study. The student's Integrative Studies choices must include courses approved for at least two Knowledge Domains (GA, GH, GHW, GN, GS).
- Recommendation 3. Flexibility is essential if Linked Courses and Inter-Domain Courses are to be feasible and attractive Pathways for students in all units and at all locations. Exceptions and substitutions can be made by the Associate Deans, the Directors of Academic Affairs (DAAs), or through the normal petition process or other approval process of the student's college of graduation. Special situations relating to flexibility may include: (a) the need to honor articulation agreements; (b) the distinctive needs of change-of-location students and transfer or advanced standing students, which will receive careful consideration, though it is

anticipated that most students will complete the Integrative Studies requirement through Penn State courses; (c) Education Abroad, which may be approved for the Integrative Studies requirement where appropriate.

- Recommendation 4. Because students need to experience the Knowledge Domains as such, students must take at least 3 credits of Single Domain coursework in each of the Knowledge Domains (GA, GH, GHW, GN, GS). A student's use of InterDomain courses, substitutions, or other flexibility options cannot replace this requirement.
- Recommendation 5. The Senate endorses the following General Principles for the Linked Courses Pathway.
 - Linked Courses are interrelated General Education Knowledge Domain courses, each meeting the criteria of its own Knowledge Domain (GA, GH, GHW, GN, or GS), that approach similar subject matter from different intellectual perspectives or are connected in some other purposeful way to provide opportunities for students to experience and practice integrative thinking across Knowledge Domains. Each Linked Course is approved for only one Knowledge Domain and is also part of a Linkage that includes courses from different Knowledge Domains.
 - The student must complete courses that are linked with each other, each in a different General Education Knowledge Domain (thus including at least two Knowledge Domains), for the linked set to fulfill the Integrative Studies requirement. A single course alone does not count for the Linked Courses Pathway in the Integrative Studies requirement even if that course has been approved to be part of a Linkage. However, because each Linked Course satisfies a Knowledge Domain requirement, the student can use it within that Domain (or perhaps elsewhere in the student's program) whether or not the Linkage is completed. Although, students will usually fulfill the 6-credit Linked Courses Pathway by taking two 3-credit courses in this Pathway students may also use courses carrying anywhere from 1 to 5 credits towards the total of 6 Linked Courses credits.
 - More than two courses may participate in a Linkage; having more than two courses available in a Linkage will provide flexibility and may facilitate students' abilities to complete the package. Each such course is taught by an instructor, or team of instructors, with appropriate expertise in the course's Knowledge Domain.
 - Linkages are proposed by faculty (or teams of faculty) with expertise in the relevant disciplines of each Knowledge Domain; proposals will follow the established curricular processes for course approvals.

- Either single-offering or permanent approval for the Linked Courses designation may be requested. A course may be offered using single-offering approval a maximum of 3 times at a given location.
- Recommendation 6. The Senate endorses the following General Principles for the Inter-Domain Pathway.
 - An Inter-Domain course integrates, within one course, selected perspectives, concepts, information, and knowledge from two of the following Knowledge Domains: GA, GH, GHW, GN, GS.
 - An Inter-domain course counts towards the General Education requirement in both of its two Knowledge Domains and it provides opportunities for students to experience and to practice integrative thinking across those two Domains.
 - Students must complete 6 credits of Inter-Domain coursework in order to fulfill the Integrative Studies requirement. Because these courses integrate two Knowledge Domains, and need time to do so, they will each carry at least 3 credits. Although students will usually take two 3-credit courses to fulfill this Pathway, students can also use Inter-Domain courses carrying more than 3 credits, if available.
 - Inter-Domain courses are proposed by faculty (or teams of faculty) with expertise in the relevant disciplines of each Knowledge Domain represented; proposals will follow the established curricular processes for course approvals. Consultation and support from faculty in relevant fields within both Knowledge Domains where the course will count is required.
 - Single-offering or permanent approval for the Inter-Domain Courses designation may be requested. A course may be offered using single-offering approval a maximum of 3 times at a given location.
- Recommendation 7. Create a new subcommittee of the Senate Committee on Curricular Affairs. This subcommittee will provide guidelines, consistent with this legislative report, for course proposals intended to fulfill the Integrative Studies requirement. The subcommittee will review Integrative Studies proposals on a rolling, year-round basis. Further, this subcommittee will review Integrative Studies courses, after their approval, on a five-year basis.
- Recommendation 1. The Senate endorses the updated descriptions and criteria for the Foundations and the Knowledge Domains of General Education that are shown below. To receive approval for a General Education Foundations category or a Knowledge Domain, courses will address at least three of the student learning criteria identified in the appropriate section below.

Wilson noted that every GenEd course will be reviewed as per Middle States Accreditation. US & IL courses were not included in the committee charge.

G. Remarks from Phil Kavanaugh regarding Counseling Services

Following the Community Assessment Report, P. Kavanaugh reached out to Counseling Services and Steve Backels to gather some aggregate data on the student usage of the services. P. Kavanaugh provided the following document to the Senate and Academic Council:

COUNSELING SERVICES DATA

- 1) 2014-2015 number of individual or couples appointments: 1,482
- 2) 2014-2015 number of students seen for counseling: 312 (a 5% rise over previous year)
- 3) This leads to a mean of 4.75 visits per student. 86% were seen 8 or fewer times, 59% were seen 1 to 3 times. So our typical intervention is brief in nature though we do see some students for more extended assistance.
- 4) 78 appointments with Consulting Psychiatrist (will be much higher this year as we had turnover of psychiatrists twice (!) during the year)
- 5) 2014-2015 campus outreach programs offered by staff: 24 reaching over 1,300 students
- 6) Students historically check 'academic, anxiety, stress, depression, and family' most often on our Initial Counseling Contact Information Form. A snafu in our data gathering procedure prevents me from offering precise numbers on 2014-15 student status, but I can offer that first year students are our most typical consumers. However, we do see plenty of sophomores, juniors, and seniors. Graduate students utilization of our services varies from year to year. Some years up to 30% of students who seek counseling are graduate students; other years it is lower.

COUNSELING SERVICES SYLLABUS BLURB (DRAFT)

Students may face a variety of concerns over the course of their time at PSH- depressed mood, anxiety, stress, family concerns, body image, substance use, sexuality, and many others- that may interfere with their ability to focus on their studies. Counseling Services provides FREE mental health and social support for all currently enrolled students. Staff follow strict legal and ethical guidelines concerning the confidentiality of counseling. Counseling Services is located in 109 Swatara and can be reached by phone at (717)948-6025. You can find more information at the Counseling Services webpage, <http://harrisburg.psu.edu/counseling-services>. Anyone wishing to make recommendations to the syllabus blurb, please contact Kavanaugh at prk114@psu.edu.

H. Members of the Academic Council

Members of the Academic Council were invited to provide any updates within their schools:

- S. Schappe – Business Administration – Schappe thanked the Senate for the invitation to meet and is looking forward to meeting with the ad hoc committee on inventory practices.
- P. Julnes – Public Affairs – Julnes is also looking forward to the opportunity to sit down with a representative of the ad hoc committee.
- G. McGuigan – Library – McGuigan updated the Senate on the construction project at the library and believes that there will be no further closures of the building. He also commended the Senate for working with counseling services to help students find resources.
- P. Idowu – Graduate Studies – Idowu noted that the graduate students are working to build their own community, as we have many full time graduate students. A coffee hour is held each Thursday at 4pm for students to gather and network. Faculty are encouraged to stop by and visit with them.
- M. Cawley – Student Government Representative – Cawley believes that counseling services should be one of our top priorities, and the Council of Student Government recently voted to have a full-time counselor at every campus. They have also passed legislation regarding the GenEd reforms, and will be working to disseminate information to the students.

I. Unfinished Business

None

J. New Legislative Business

None

K. Legislative Reports

None

L. Forensic Business

None

M. Advisory/Consultative Reports

None

N. Comments and Recommendations for the Good of the College

B. Adams requested a time frame for updates on the FT1 policy. Wilson mentioned that it should be on the University Senate agenda in the next few months. PSH is waiting for the recommendation from University Park before moving forward.

A motion to adjourn was made by Swan/Young at 12:30 and was unanimously approved.

The next meeting of the Capital College Faculty Senate will be Tuesday, April 19, 2016 in C300 from 11:15 a.m. to 12:45 p.m.

**MINUTES
ACADEMIC AFFAIRS
Thursday, February 18, 2016
11:30 A.M. – 12:00 P.M.**

Members present: Gina Breslford, Rick Ciocci, Linda Null, Premal Vora

Student member: Irenitemi Famadewa

Senate Liaison: Jen Hirt

1. Null called the meeting to order at 11:30am.
2. Minutes from the December 1, 2015 meeting were available on ANGEL for review. A motion to accept the minutes was made by Ciocci/Vora and the minutes were unanimously approved.

3. **Approval of Courses/Programs Proposals**

Master of Information Systems Program Change – Girish Subramanian

INFSY 535 – Object-Oriented Design and Program Development in Business

- The entry to program requirements of the M. S. Information Systems (MSIS) program at Harrisburg are revised to keep in line with its sister program, the MBA. As the MSIS program is offered within the School of Business and MBA students take the MSIS courses, this change is needed. The current MSIS program at Harrisburg requires both calculus and statistics as entry requirements, in addition to computer skills and communication skills. The MSIS program is replacing calculus with a college-level mathematics course as an entry to program requirement, and moving statistics from being an entry to program requirement to a pre-program requirement. This is to make entry and pre-program requirements of the MSIS program consistent with the requirements of the MBA program.
- The MBA program replaced all two-credit courses with three-credit courses. As a result, the MSIS program is changing its pre-program requirement of 9 credits of business coursework as BUS 505 and 6 credits from management, economics and accounting (MNGMT 511, BUSEC 502, ACCT 501).
- The MSIS program proposes the offering of a data analytics track which would effectively complement the business analytics track offered by the MBA program. A large number of the courses in both the analytics tracks are electives from the MSIS program.
- In a careful review of the program and our core competencies, the MSIS program faculty feel that it is no longer feasible to offer the life sciences and healthcare administration options given the low enrollment in the options. Hence, they

propose dropping these two options to focus more effort on the MSIS program and the data analytics track.

- A change in course title and description for the INFSY 535 course is needed to accurately describe the course. Students from the Training and Development Program were trying to take the course, not realizing this was computer programming. Hopefully, this change will alleviate the confusion.
- The Joint Degree of MSIS with Penn State Law is included in the revised bulletin.

Justification for changes. The changes to entry and pre-program requirements are needed due to the revised MBA program. The addition of the data analytics track supports the core competency of the MSIS program and complements the MBA's business analytics track. Due to low enrollment in the two options, it is not feasible to offer these options. The INFSY 535 change is minor and intended to correctly describe the course. These changes were reviewed and approved by the IT board of advisers at our campus.

Null questioned the pre-program requirement. Subramanian said that it was available for non-business students coming into the program, who might not have had the base courses for a business program.

A motion to approve was made by Ciocchi/Brelsford, and was unanimously approved.

HLS 811 Fundamentals of Homeland Security – Tom Arminio

When the Homeland Security Program certificate was created, all of the courses that were used were under Public Administration. As the program has developed, the administrators would like to have all courses use HLS prefixes at the 500 or 800 level. This course is the same course as P ADM 401. There may be an issue with having two courses with identical content. Null will contact the Graduate School to see how to proceed. Additionally, the number of lecture hours was not correct (they should be 45 not 58).

A motion to approve was made by Ciocchi/Brelsford, with noted changes for lecture hours, and was unanimously approved.

4. Updates on additional committee charges: Ciocchi and Siedschlag are working on their respective assignments, reviewing undergraduate and graduate program changes. Hirt is still collecting information for a FAQ section. Members were encouraged to collect questions from their faculty and send them to Hirt.

Remaining meeting dates for the Spring 2016 semester

Thursday, March 17, 2016	W207	11:30am
Thursday, April 14, 2016	W207	11:30am

Adjournment at 12:00pm

MINUTES
ACADEMIC AFFAIRS
Thursday, March 17, 2016
11:30 A.M. – 12:15 P.M.

Members present: Rick Ciocchi, Adam Gustafson, Linda Null, Linda Rhen, and Alexander Siedschlag

Members voting in absentia: Gina Breslford and Premal Vora

Non-voting ex officio member present: Peter Idowu

Invited Guests: Patricia Kaley, Matthew Wilson

5. Null called the meeting to order at 11:30am.
6. Null addressed the issue of working on the webpage for academic affairs over the summer months. We hope to have all of the information compiled on the new CRCS system and an FAQ sheet created.
7. Wilson updated the Committee on curricular affairs at the University level. The general education revisions have passed. Two new categories are going to be instituted for general education: integrated and linked. New learning objectives will also be established. All general education courses will need to be reviewed to make sure they meet the standards of gen ed. All programs will be affected. Wilson will do a presentation at the April 2016 meeting.
8. Minutes from the February 18, 2016 meeting were available on ANGEL for review. A motion to accept the minutes was made by Ciocchi/Gustafson and the minutes were unanimously approved.
9. **Approval of Courses/Programs Proposals**
EDUC 564 – Reading Clinic
 - Previously, EDUC 564 served as a 6-credit, practicum course in the summer only. In the revised M.Ed. in Literacy Education and Reading Specialist certification program, the number of overall credits has been reduced from 42 to 33. In order to reduce credits, content from EDUC 563 was added to other required courses (EDUC 477, LL ED 445, and EDUC 452). In the revised program, EDUC 563 Advanced Methods in Teaching Reading (3 credits) and EDUC 564 Reading Clinic (3 credits) form the new 6-credit clinical experience that takes place during the academic year. These courses will be offered concurrently in the final fall and spring semester of students' degree plan. This allows students to engage in a long-term, case study project in their own district rather than the shortened 6-week summer program. The variable credit option allows students who were enrolled in Literacy Education prior to Spring 2015 to finish the degree and certification under the previous course requirements.

- It was noted that the short description was too long and needed to be reduced to 20 words.
- Since there was a problem with the course being deleted in CSCS, the original was lost. However, all appropriate consultation had been done. It has been recreated and Rhen wanted to review it with Dr. Laura Roy before it moves forward.

A motion to approve with noted changes was made by Ciocchi/ Siedschlag, and was unanimously approved.

Minor in Material Science and Engineering

- The purpose of this minor is to broaden the materials background of non-materials science students and to introduce them to a materials-focused approach to problem solving that is different from that provided by their major. Many students will be able to complete a considerable portion of this requirement by scheduling no more than 9 credits of the required courses as the free electives required by their major. In view of the increasing enrollments in primary majors in the PSU Harrisburg School of Science, Engineering and Technology, this proposed minor will further enrich the choices available to the undergraduate students.
- Wilson noted that the University Curricular Affairs Committee has recently been critical of minors in which students do not need to take additional course work in order to qualify. (His committee will be putting forth a recommendation that each minor should have at least 6 credits of coursework outside of applicable majors.) Ciocchi noted that this is not a concern with this minor.
- The minor contains variable credits and should be listed as just 18 credits. Therefore the prescribed courses should be 8 credits and the additional courses should be 10 credits.

A motion to approve with noted changes was made by Ciocchi/Rhen, and was unanimously approved.

Electrical Engineering Program Change

Null requested that the proposal be tabled, as many of the comments had not been addressed and a representative was not available to discuss the changes. In particular, the credits are not adding up to the number specified in the proposal.

EE 317 – Circuits II and Data Acquisition

It was noted that the short description was longer than 20 words and should be modified. It appears that for some courses the evaluation methods are appearing in LionPath. Null was concerned that students would refer to that and contest the course if

faculty used other methods. Kaley noted that the course descriptions and evaluation methods were not “contracts” and could be deviated from. Wilson noted specific evaluation methods listed in proposals should not be an issue.

A motion to approve with changes to the 20 word description was made by Siedschlag/Ciocci, and was unanimously approved.

Remaining meeting dates for the Spring 2016 semester

Thursday, April 14, 2016 W207 11:30am

Adjournment at 12:15pm

Athletics Committee of the Faculty Senate
Meeting Minutes
C113 Olmsted: 11:30 – 12:45
February 10, 2016

Committee: Tom Arminio, Rahsaan Carlton, Eric Delozier, Becky Weiler-Timmins, Debbie Lynch, Roderick Lee, Joe Cecere

1. Approval of minutes from October meeting: Motion to approve by Debbie Lynch, second by Tom Arminio
2. Standing Charge: Advise and monitor athletic standards related to the educational function of the College, help promote a sound academic climate for the intercollegiate athletic program, and support the NCAA Division III Philosophy Statement.
 - How can coaches be involved and visible on the college campus? Continue to create opportunities for coaches to be seen on campus (panels, conversation with faculty members outside of discussion of grades etc.)
 - New Student Orientation Day in summer for athletes to have priority scheduling: Yes, athletics will have an orientation day for athletes – 80 student athletes will be able to attend. Date is schedule at the beginning of the orientation “season.”
3. Review the integration of athletics into the campus community, and recommend ways to enhance the fan experience at games, to include the serving of refreshments.
 - Faculty Athletic Liaison – How to aid part time coaches with involving the FAL. Softball, women’s volleyball, golf and tennis are the teams with part time coaches. The athletic department will invite the FALs to one of the athletic department meetings as a way to create connections and establish a communication opportunity and best practices in August or September.
 - There will be an initiative for the FAL will Collect Student Athlete Progress Report beginning next fall.
 - Fan experience update: Roderick
Concession stand is coming in the fall. Restaurant coupons from nearby companies. 10 three pointers for free sandwiches from Chic-fi-le. Food vender? PSU-Behrend teams run the concession stands and our athletic department will use the Behrend model as a template. As a department we need a food service license. Someone in athletics will be responsible for food safety. Possible renovation in the CU to sell food.
 - Recruiting List of Faculty that would be willing to talk with potential student athletes. Committee will discuss/present at next school meeting to see if we can generate a list of faculty members for majors.
 - Procedures for Communication with Faculty Members: Rahsaan had a coach call a professor. If student has an issue, can talk to coach, coach contacts Rahsaan,

Rahsaan contacts Dr. Cecere. Dr. Cecere will then contact faculty member and or director of school.

- Discussion about coach and faculty member relationship. How can we create connections with coaches and faculty members outside of discussions of grades?
 - Create another email/article to promote FAL program during August or all college day. Spot light or highlight the interactions of the faculty and the athletes/coaches.
4. Develop a process to inform the campus of the responsibilities of being a Division III institution.
- Via school meeting updates from committee (Senate Policy for game absences 42-27, concussion policy, student-athlete absence form, student athlete progress reports (any updates?))
 - Email updated version of Student Athlete Progress Report to committee. Make sure that we provide faculty enough time to complete and return.
5. Propose ways to communicate and educate the college regarding concussions and brain injury.” Approved by Senate.
- Dr. Silvis and Dr. Matthews presented “Concussions in 2015: Truths and Myths” on Nov. 10th from 11:30 – 12:45 in Olmsted Auditorium. (marketing)
 - Panel Discussion DEEC: Tomorrow, Feb. 11th – athletics panel discussion in fall 16 11:30AM CUB Student Center. Marcelus Taylor is facilitating Discussion.
 - Panel Discussion for Athletics Committee for Fall16 to be planned in Sept. meeting of next year.
6. Next Meeting Date: April 6th 11:30 – 12:45

**Athletics Committee of the Faculty Senate
Meeting Minutes**

C113 Olmsted: 12:00 – 1:00

April 6, 2016

Committee: Tom Arminio, Rahsaan Carlton, Eric Delozier, Becky Weiler-Timmins, Debbie Lynch, Joe Cecere

Approval of minutes from February meeting: Motion to approve by Debbie Lynch, second by Tom Arminio.

Agenda Items:

- A. Develop a process for FAL's to collect and review the progress reports.
1. Upon receipt of class schedules (beginning of semester) Coach will provide the number of courses for each player to the FAL.
 2. Coaches disseminate forms to student-athlete.
 3. Student-athlete is responsible to get forms signed by each professor and return within 1 week to the FAL.
 4. The FAL will organize forms and meet with the coach to discuss student athletes that have unsatisfactory progress reports.
 5. Coach or FAL meets with players to discuss game plan (see check list form – Rahsaan).
 6. Coach redistributes forms for second evaluation.
- B. Plan for FAL orientation in August
- August 11th (first meeting with Coaches before 1st practice) – beginning at 4 or 5. Agenda will be formed closer to the dinner. Rahsaan will confirm the time
- C. Replace FAL's that are leaving and or add to existing FAL for large teams.
- Student-Athletes need to provide coaches with suggestions / recommendations for FAL. Rahsaan will send an email to coaches about sending student-athletes emails.
 - Becky will send an email to FALs to confirm responsibilities and interest for next year. We will need to replace Baseball FAL, Check on Softball, Tennis, Volleyball, and Add another FAL for Track and Field/XC)
- D. Integrate Coaches into the Academic World: Panel discussion for fall16 on a Thursday during common hour in late Sept. / early Oct. Rahsaan will check for availability of Gallery Lounge in Olmsted.
- E. Ongoing initiative for the committee to disseminate information via school meeting updates from committee (Senate Policy for game absences 42-27, concussion policy, student-athlete absence form, student athlete progress reports (any updates?) – All College Day? – Have Rahsaan meet with the Academic Council to discuss possibilities of a Coach/FAL/committee member from Athletics Committee to be on the agenda for a school meeting (30 minutes).
- E. Nutrition for Athletes – Rahsaan will establish a future meeting with Director of student services and Craig Cooke Director of Housing to discuss nutritional needs of athletes.
- F. Develop committee charge recommendations for 2016-17

1. Advise and monitor athletic Standards related to the educational function of the College, help promote a sound academic climate for the intercollegiate athletic program, and support the NCAA Division III Philosophy Statement.
2. Review the integration of athletic coaches into the academic campus community.
3. Inform the campus of the responsibilities of being a division III institution.
4. Revise and continued implementation of the Faculty Athletic Liaison Program.