

Drexel Family Association Advisory Council

January 16, 2019

- Welcome and Dinner
 - In attendance: Dr. MacKenzie Luke, Executive Director of Student Life, Kaitlyn Delengowski, Assistant Director of Special Events, Dr. Shivanthi Anandan, Interim Vice Provost for Undergraduate Education, Lisa Daughen, DFA Chairperson, David Boonin, Noreen McAneny. Via Phone: Mark Eisenhardt, Amy Lieberman, Kuzonza Barnes, Kara Doviak, Debra Steinberg
- Family Weekend Debrief with Kaitlyn Delengowski
 - Will not be having Open House and Family Weekend of the same weekend
 - Offer 2YRP more than once during FW2019, in a larger space
 - Timing for DFA Panel to try to get additional attendance
 - Prefer rounds for panel to help with conversation
 - Mural Arts was conflicting with DFA Panel
 - How can we have folks sign up for Mural Arts? So there aren't long lines
- Special Guest- Shivanthi Anandan, Interim Vice Provost for Undergraduate Education
 - Shivanthi has been a faculty member at Drexel for 20 years, and is still a faculty member in biology
 - Meets biweekly with Joseph Salomone (Registrar) and Michelle Spina (Director of Intercollegiate Advising) and Advising Leads. Also meets monthly with Associate Deans for Undergraduate Education from each college, as well as Academic Affairs Council, which brings all of these groups together.
 - Questions from the group:
 - Spring/Summer course offerings seem inferior compared for Fall/Winter course offerings.
 - These offerings are unequal, but so are the co-op opportunities. The co-ops are more heavily weighted to fall/winter co-ops.
 - College/School and academic department make decisions about course offerings each quarter and Provost Office does not mandate when departments offer their courses. Encourage parents to talk to the academic department to express their concerns.
 - Most faculty reserve summer term for research, which creates inequality in course offerings
 - Registration
 - Despite being an upperclassmen, some special groups get priority registration and upper class students are not able to take the classes that they need to graduate
 - Write to program director of the program and let them know about registration issues. Can the course limit be increased?
 - Can also talk to the professor who is offering the course to see if she can override the course capacity and get into the class
 - Course Calendar not being available far enough out.

- Departments plan on a one-year basis and the planning is based on the number for the program, new courses, and new program offerings.
- Required courses should run the same periods each year. Elective courses will vary.
- Is it possible to have a typical syllabus posted for each course offered in a given quarter?
 - Blackboard Learn is opened up a week before courses start, and faculty are asked to put their materials up early for student review.
- How is drop/add working now that it is the end of week 1
 - Dropping at the end of week 2 in a 10 week term is very disruptive for group work.
 - Week 2 is already 20% of the time spent with the class in a 10 week term.
 - Shivanthi is sending reminder to faculty to upload syllabi before the beginning on week 1.
 - The department chair is responsible for collecting syllabi to ensure that they are complete and up-to-standard. However, this does not sound as though it is university-wide practice.
- Student Evaluations
 - Encourage students to be specific about how it went, what went well, what went wrong. Be thorough.
 - Shivanthi is working with USGA and Dragon24 to encourage students to find a way to share evaluations of professors for students as they begin to schedule their courses.
 - Can we extend the window to complete the evaluation form? However, we don't want the rating that students to give to be based on their final grade.
 - We should incentivize student evaluations so that more students complete them.
- Pass/Fail
 - Students can take up to 6 classes as pass/fail during their time at Drexel.
 - These courses go onto their transcript as P/F
 - Students may need to make a case for why they want to take a course as pass/fail: to promote academic and co-curricular exploration in their plan of study.
 - Go to advisor and department head of professor is not helpful.
- How can we have professors update grades on BBLearn more regularly?
 - How the grade is broken down is outlined on the syllabus.
 - The Provost's Office is trying to use data from BBLearn to figure out who the "at risk" students are. Trying to get a good profile of freshman courses so that they have good metrics for the group. These efforts are focused in the freshman year.

- Shivanthi is working on a learning management system (LMS) policy on the books to ensure that everyone is using Blackboard, and that all faculty should use it.
- Shivanthi wants grades to go into the gradebook even beyond the freshman year so that we can mobilize resources for students.

Next Meeting, March 20, 2019 at 6:00PM- Special Guest: Joseph Salomone, University Registrar

Important Dates:

Admitted Students Days

April 6, 7, 13, and 14