News and Announcements:

1. **REminder: Office of Undergraduate Education** is pleased to announce the 2013 Undergraduate Exhibition, Wednesday, **April 10** at the University Park Campus. Abstracts will be accepted beginning **January 7** and **must be submitted by Friday, March 1**. Entry guidelines and forms are available at [www.undergradresearch.psu.edu/exhibition/](http://www.undergradresearch.psu.edu/exhibition/). The performance showcase will be held in Esber Recital Hall, Tuesday April 9 beginning at 7:00--reception to follow.

2. **The College Scholarship and Awards Committee** is seeking nominations for the 2013 Reuben and Gladys Golumbic Scholarship Award, which recognizes students who have demonstrated superior design, humanistic, and performance records and who have proven their potential for significant contribution to the arts and humanities. Nomination and deadline information is available here. For more information, contact Ted Christopher, assistant professor of music and committee chair, euc11@psu.edu, or call 863-0696.

3. The call for proposals for the Arts and Architecture Incentives and Innovations Program has been distributed. Deadline for receipt of proposals in unit offices is **April 6**; deadline for receipt in the Undergraduate Studies Office is **April 13**. Click here for more information.

4. From the **Office of the Provost**: Beginning this semester, faculty will be required to enter a last date of attendance for students when assigning them an “F” before grades for a course can be submitted. The eLion grade submission application has been modified accordingly effective spring 2013. The documentation used to determine the last date of attendance entered for a student must be retained and be available for auditors to review upon request. The mechanism for retention of this documentation is under development and faculty will be advised as soon as the details are in place.

   This requirement is the result of revisions to federal financial aid regulations--students who do not complete at least 60 percent of a semester do not earn the full amount of their aid for the semester, and the University must return the unearned portion of financial aid. Regulations require us to document the last date of course participation for students with failing grades in order to determine the amount of aid to return.
5. **A&A Admissions Update:** Applications continue to track well below (18%) last year at this time (week 21). Total apps to date are 1,707 compared to 2,087 at the same time last year; target for new freshman in the college is 292 students. **Overall, University Park apps are down 11%.** The good news is that yield rates continue to track above previous years, so please maintain efforts to convert those in offer status into paid accepts!

6. **If students inquire about the status of their application**, please refer them to MyPennState. If the Office of Admissions is missing any materials to complete a student's application package, they will notify the student via MyPennState. **It is the student's responsibility to check on the status of their application and send Admissions any missing materials.**

   Please remember that the decision process for most programs in Arts and Architecture is a two-step process. **Students must have a successful academic review and a successful talent review.** The Office of Admissions makes the official offer. Please take special care in discussing talent reviews with applicants. A student may have a successful talent review but not be academically admissible, and they may not understand that faculty/staff in the college do not make offers of admission.

7. **Commencement activities for Arts and Architecture faculty, students and families** will begin on May 4 with a reception in the Walters Courtyard 9:30 – 11:00. At 11:15, all faculty and graduating students will proceed together to the Eisenhower Auditorium for the commencement ceremony at noon. All faculty are encouraged to participate. Information regarding regalia orders will be distributed soon to unit administrative offices.

8. **There is one remaining opportunity to submit curriculum proposals in the current academic year.**

<table>
<thead>
<tr>
<th>Proposal Due to Undergraduate or Graduate Studies Office</th>
<th>Proposal Due to Senate Office</th>
<th>Senate Curriculum (Blue Sheet) Publication Date</th>
<th>Senate Meetings</th>
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<tr>
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   All course proposals are submitted electronically on the CSCS system on Angel. Undergraduate major and minor proposals are submitted electronically as a Word document to Linda Wheeland – ljw2@psu.edu. The Guide to Curricular Procedures produced by the University Faculty Senate can be found here.

   Contact Linda Wheeland at ljw2@psu.edu or 865-9523 with undergraduate curriculum proposal questions or concerns.

9. **April is Financial Literacy Month** and business librarian, Lauren Reiter, has created a research guide financial literacy for students. Please feel free to review and share with your students. http://www.libraries.psu.edu/psul/researchguides/business/financialliteracy.html

10. **HOLD the Date... May 4, A&A Commencement.**
    For A&A Academic Year Calendar and Deadlines, click here.
International Programs:

1. **Applications for study abroad during the spring semester 2014 are due April 1.** Application forms are specific to the desired program, so please direct students to Randy Ploog (rxp5@psu.edu or 865-9523) for more information.

2. Faculty wishing to propose new programs must **first consult with the Education Abroad staff before submitting a proposal.** The process is outlined [here](#). **New proposals must be submitted to Education Abroad 12-18 months in advance** to allow for adequate review and development.

3. The University Office of Global Programs, in conjunction with a number of units across Penn State, is pleased to present **Global Penn State Conference 2013: Internationalizing the Curriculum,** to be held **Friday-Saturday, September 27-28, 2013, at the University Park campus.** The half-day Saturday session is particularly devoted to the use of technology in this context. Presentations are sought on aspects of internationalizing the curriculum that include (*but are not limited to*):

   - Drawing on the scholarly and cultural expertise of international scholars and visiting experts.
   - Using international or intercultural case studies in coursework.
   - Incorporating graded assignments that require a global dimension or comparative perspective.
   - Organizing international field work or service learning in conjunction with courses on campus.
   - Developing joint programs with international partners, especially through the use of technology.

**Deadline for Submission of Proposals:** March 19, 2013

Please send an abstract of no more than 500 words to Dr. Sylvester Osagie <soo1@psu.edu>. Abstracts (including panels) should include the following: 1) author(s); 2) unit affiliation; 3) email address; and 4) title of abstract/paper. **Selection of presenters will be announced no later than April 2, 2013.**

Outreach

1. The **2013 meeting of the Engagement Scholarship Consortium** (formerly the National Outreach Scholarship Consortium) **will be held October 8-9, 2013 at Texas Tech University.** The theme is **Engaged Scholarship across disciplines, Communities and Geography.**

Proposals are sought for presentations and posters that will inform or advance the research and practice of Engaged Scholarship and University-Community Partnerships through means of research findings, innovative program design and partnership models, proven community/institutional impacts, effective curriculum or service-learning models, collaborative policy development and integration, or successful civic engagement practices. Presenters should indicate ways in which their proposal relates back to the conference theme and/or the conference tracks. **Deadline for proposal submission is March 15.** Click [here](#) for additional information.
Upcoming Dates/Events

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<tr>
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<td>Golumbic Nominations Due 4:00</td>
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<tr>
<td>March 3-9</td>
<td><strong>No Classes. Spring Break</strong></td>
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<tr>
<td>March 19</td>
<td>Golumbic Scholarship Review</td>
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<td>March 20</td>
<td>A&amp;A Accepted Student Day</td>
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<td>College 50th Anniversary Celebration</td>
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Click Here for a complete Spring 2013 UP Academic Calendar

Highlights of February Academic Council on Undergraduate Education (ACUE) Meeting

1. Announcements
   a. Guest and new members were introduced including Linda Higginson (Interim Exec Director DUS), Jeff Sharp (Smeal) and Yvonne Gaudelius (Office of Undergrad Ed).
   b. Congratulations were offered to Omid Ansary and Arun Upneja on new appointments, and to HHD Assoc Dean Tony D’Augelli who will be returning to faculty at the end of the academic year.
   c. Searches for the University Registrar and Assoc. Dean and Director of DUS have been launched.
   d. A memo announcing changes to the Chemistry placement test requirement was distributed. The intent is to remove the requirement that nearly all students take the chemistry placement test, and implement a procedure that identifies only those with intent to pursue a major that requires chemistry. The expectation is that this will reduce by half the number of students who really need to take this test.
   e. A coding solution for identifying shared courses and consolidation on under-enrolled courses will soon be implemented that will allow multiple campuses to share a course that if offered individually, would have appeared previously on the under-enrolled list.
   f. A flyer announcing a conference to be hosted by the WACE Assessment Institute on Assessing the Learning Outcomes of Experiential Education Program was circulated. For more info, see http://www.waceinc.org/assessmentinstitute/index.html
   g. The Penn State Millennium Scholars Program, a collaborative of Science, Engineering and the Schreyer Honors College, received a very positive response in its inaugural year. The program is open to academically strong high school seniors whose future plans include a commitment to pursuing a doctoral degree in science or engineering, and who are committed to increasing the diversity of researchers in science and engineering. The goal is for 20-25 students to begin their academic studies this June; over sixty participated in interviews. The program is currently searching for a Director.
h. The **Assessment Coordination Committee will be conducting a mini workshop** on the role of the Associate Dean at the March ACUE meeting.

i. **Penn State Reads is looking for students to serve on its implementation committee.** Suggestions should be forwarded to Assoc Dean Jackie Edmondson.

2. Timely Submission of Grades for Study Abroad | Arun Upneja, Barbara Rowe, Amber Evans
   a. The **issue of receiving grades in a timely way continues to be an issue** for students returning from study abroad. Participation data from the top 13 programs was reviewed to determine the source of problems and strategies for resolution. This becomes **particularly challenging when the students involved are in the last semester** of their degree program. In addition to when students study abroad, other factors include how long it takes to receive transcripts from international institutions, how long it takes departments to review syllabi for course equivalency, and the volume of students being managed by Ed Abroad (EA).
   
   b. **On average it takes 40 days to receive a transcript** after the end of the program. If typically takes another two weeks, less than two months total, to post the grade to the student’s record if there are no other glitches in the process.
   
   c. **If a student caused issue (SCI) occurs** it is typically the result of either incomplete registration (not filing or paying a bill) or the student not completing some or all of the necessary course equivalency forms. A SCI can cause the **process to extend to roughly seven months for grades to be posted to students’ transcripts.**
   
   d. EA Abroad sends many reminders to students about the course equivalency process and has taken steps to explain what needs to be done as clearly as possible. EA will continue to explore ways to improve communication and student advising related to their responsibility to submit the proper forms in a timely manner.

3. Proposed Revision to AAPP A-2, Advanced Standing | Anne Rohrbach
   a. **The proposal changes the way in which a GPA is computed for adult students** returning to school after significant gaps in enrollment and completion of coursework. It allows an applicant whose **overall grade-point average is less than 2.00 (on a 4.00 scale) but has a grade-point average of at least 2.00 (on a 4.00 scale) at all institutions attending the four years prior to the requested enrollment semester may apply for admissions as an advanced standing student with forgiveness** in accordance with the policies and procedures of Senate Policy 06-57. An applicant who has not attempted any collegiate level course work four years prior to the requested enrollment semester may also apply for advanced standing with forgiveness.
   
   b. Motion to approve carried with some minor edits.

4. Update on Admissions for 2013, Accepted Student Programs, Initiatives to Increase Yield Rates | Anne Rohrbach
   a. A summary of current admissions statistics was provided. It was noted that the **“landscape of admissions is changing”**, so we need to work harder to develop and share ideas. We are expecting **total undergraduate apps to be around 70,000 this year compared to 80,000 last year.** While out of state numbers are down, it is anticipated that approximately 10,000 will be international student applicants. **Yield rates are up by 3 percentage points** at UP and 1% at campuses. Applications are still being accepted. Fee waivers for Feb, March and April apps at the campuses are being considered.
   
   b. Specific recruitment initiatives implemented this year include:
      
      i. **Provost Awards.** The feedback received from students that chose not to attend Penn State last year indicated that affordability and lack of aid were the two top reasons for declining
The Provost awards provide funds to top achieving students for their first two years at Penn State. Overall, 8,500 students (4,200 at UP) will receive offers of Provost Awards; to date the yield rate has been very positive. The College of Liberal Arts is matching these awards by extending the two year commitment to four years.

ii. **A greatly expanded prospect database**

iii. Hosting **4 regional accepted student events** (Philadelphia, Pittsburgh, Harrisburg, and Wilkes-Barre), at which alumni will be engaged in meeting with prospects.

iv. More focused efforts to **connect with school counselors** including more frequent mailings to a greater number of counselors and inviting them to events on campus.

v. **Initiated a parent blog** to facilitate sharing of communication.

vi. **A new presentation for prospects**

vii. **A re-energized high school visit program.** 200 new students wishing to participate have been trained to conduct visits. Target is to visit 500 schools; to date students have been to 200 compared to 70 at this time last year.

5. **Update on the Instructional Space Task Force** | Yvonne Gaudelius, Chris Long, Karen Schultz

   a. The task force has been receiving feedback for more than a year on issues related to instructional facilities. Members have conducted town hall meetings, met with student groups, and maintained a blog [http://sites.psu.edu/spaceatpsu/](http://sites.psu.edu/spaceatpsu/).

   b. **Many of the challenges that arise in using space efficiently are the result of the de-centralized rollover scheduling process** currently in use.

   c. **The task force is recommending**, in priority order, **the following four principles** to inform scheduling policies.

      i. Maximize student success by enabling timely degree completion

      ii. Cultivate innovative pedagogical practices

      iii. Balance faculty teaching schedules with the pursuit of rigorous scholarly research

      iv. Ensure the transparent, fair and efficient use and allocation of space resources across colleges and campuses.

   d. **These principles resulted in four recommendations described in detail on the blog**. Other comments included the possibility of adding Saturdays to the mix, the advantages of standardizing start and stop times, and the challenges associated with moving some department controlled classrooms into the general pool.

6. **Items for Preliminary Curricular and Articulation Review** | Jackie Edmondson

7. **Visit with President Erickson**

   Discussion focused largely on matters related to budget. Governor’s proposal is for flat funding which is a better position from which to start than we have had in recent years. As a result, the university budget planning process can begin earlier. **A tuition increase comparable to last year is expected**. University is still hopeful about receiving some increase for agricultural extension. **Other themes that will evolve over the coming months include a salary program and potential proposals for pension reform. State allocation now represents just 13-14% of education and general budget. “Moving forward will mean becoming more efficient.”**
Contact
If you have questions or desire additional information related to any of the above items, please contact the Undergraduate Studies Office at 865-9523 or email Gary Kesler (gbk10@psu.edu) or Linda Wheeland at ljw2@psu.edu.