News and Announcements:

1. A&A Fall Visit Day 2012 was held October 8. **Eighty prospective students and their families participated for a total of 232 guests for the day.** Comments received to date from attendees indicate the day’s events were highly informative. **The itinerary for the day included a welcome by Dean Barbara Korner, department presentations and classroom visits, a student panel, a tour of Leete Hall (the special living option for A&A students) led by residents of the dorm, and a walking tour of campus.** Thanks to all in the college and unit offices for making the 2012 A&A Fall Visit Day such a success. Special thanks to the following students who served as panel participants: Shidika Goode (ART), Aminah Ford-Ellison (InArt), Melanie Ray (BARCH), and Leete Hall tour guides: Kayleigh Baker (BARCH), Ashley Eichlin (LARCH), Courtney Echols (THRMT), Katie Ingrasci (THRMT), and Rachael Hendricks (AAMUS).

2. **A new resource for students from the University Libraries: A Research Project Calculator (RPC) has recently been implemented that offers students a simple and comprehensive step-by-step model for navigating the research process.** The RPC allows students to enter a due date for a research assignment and, in return, it "chunks" the project into steps, providing sources for help along the way. Students have the option to have the steps emailed to them as reminders throughout the process. The RPC is an instantiation of the University of Minnesota's Assignment Calculator which UM has made open source.

   Access the calculator here: [https://ac.libraries.psu.edu/rpc/](https://ac.libraries.psu.edu/rpc/)

   Documentation here: [http://www.libraries.psu.edu/psul/toolswidgets/rpc_instruct.html](http://www.libraries.psu.edu/psul/toolswidgets/rpc_instruct.html)

   It is also linked from the "Research" landing page under Quick Links ([http://www.libraries.psu.edu/psul/research.html](http://www.libraries.psu.edu/psul/research.html)).

3. Also, from the University Libraries... **A new online repository service called ScholarSphere is available to support the academic and research needs of the University community** by enabling the secure collection, preservation, and sharing of scholarly works-such as research data sets, working papers, reports, posters, video and image collections, and more-with the Penn State community and the world. Click [here](https://ac.libraries.psu.edu/psul/research.html) to access the webpage.
4. A report by the Study Group organized in SP 2012 to facilitate a conversation on general education at Penn State has been published. Observations are presented in three parts: Part 1 provides a brief summary of general education at US universities and a bibliography of relevant readings; Part 2 is a “snapshot” of PSU’s general education program; Part 3 sets forth principles and challenges including general recommendations for curriculum development and program administration. To access the full report, click here.

5. Union and Student Activities is currently accepting nominations for both the Student Achievement and Student Leadership and Service Awards. The awards recognize students for excellence in academics, athletics, community service, leadership, and much more. A listing of awards and their purposes is available at the following web site:

   http://studentaffairs.psu.edu/hub/studentactivities/applications.shtml

   Nominations are due to the Office of Student Activities, 209 HUB-Robeson Center, by Friday, November 30, at 5:00 pm.

6. The 2013 Teaching and Learning with Technology Symposium will be held at the Penn Stater March 16. Faculty are invited to learn and share effective uses of technology to enhance teaching and learning at the 2013 TLT Symposium. The theme of this year’s Symposium will focus on how faculty and student are driving success by rediscovering the importance of what we do, investing in our community, and focusing on the possibilities ahead. There is no registration fee and a continental breakfast and lunch will be provided. The call for proposals is now open; see http://symposium.tlt.psu.edu/ to submit a presentation proposal using the online form.

7. HOLD the Date…December 18, 2:00-5:00, All-College Meeting and Holiday Reception

International Programs:

1. Nominations are now open for the 2012-13 W. LaMarr Kopp International Achievement Awards. Four awards are given annually in the categories of undergraduate student, graduate student, staff member, and faculty member. For information about the awards including previous winners and instructions for preparing a nomination, please click here. Nomination forms may be completed and submitted electronically; however, if you prefer hard copies, email Janet Haner at jah3@psu.edu and copies will be sent to you via campus mail. Deadline for receipt of nominations is 5:00 p.m. on Monday, December 10, 2012.

Upcoming Dates/Events

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Highlights of the October Academic Council on Undergraduate Education (ACUE) Meeting

1. Announcements
   a. Introduction of guests and all associate deans and campus academic officers in attendance.
   b. A reminder was issued about the need for two signatures on P-1 and P-3 proposals that involves the World Campus or Continuing Education.
   c. Status of task force looking into issues of general education was provided. A report will be available online soon (see item #4 above). Topic will be discussed at October meeting of the Faculty Senate.
   d. Eric White, Associate Dean and Executive Director of the Division of Undergraduate Studies, will retire effective December 31. A search for his replacement will be announced soon.
   e. The spring 2013 arrival week calendar was distributed.

2. New Process for the Faculty Activity Scan Sheets | Rachel Smith, Rich Heininger
   a. Scan sheets will no longer be used to collect faculty activity data. The name for this process is also being changed to State Mandated Collection System to distinguish it from other systems of data collection used by Penn State.
   b. The online process will be available through ESSIC. It will also allow for proxies to be appointed for entering of information. Overall the system should be much faster and easier to use.
   c. F.T. 2 employees will no longer be required to complete the form.
   d. Rollout is scheduled for November 1. Training sessions will be conducted for those staff who wish to participate.

3. Proposed Revision to AAPP C-3, Under-enrolled Sections | Jeremy Cohen
   a. A proposal to revise was presented that eliminates much of the language regarding exceptions.
   b. Motion approved.

4. Proposed Revision to AAPP C-5, Lack of Prerequisites, Concurrent Courses, or Course Duplication | Karen Schultz
   a. The proposed revision to C-5 clarifies the expectation that the academic unit will conduct the process of dis-enrolling a student from a course if it determines that a student does not have the prerequisites to be registered in the class. Notifying the student of dis-enrollment will also be provided by the unit. Involving the Registrar in this process is not necessary.
   b. The problem of a student adding a course after receiving an “administrative directive” that s/he has been dropped was discussed. In instances where this has happened in the past, units have referred the matter to the Office of Student Conduct.
   c. It was noted that the new student system (4-5 years away...) will include prerequisite checking.
   d. Motion approved.
5. Proposed Revision to AAPP I-6, Limitations to Enrollment as a Non-degree Student (to implement revisions to Senate Policy 14-10, Limitations to Enrollment as a Non-degree Student) | Karen Schultz

   a. Revisions to I-6 include reducing the credit limit for non-degree students from 40 to 30 and requiring non-degree conditional students to achieve a semester GPA of 2.01 or higher each semester they are enrolled in that status. Students whose semester GPA is 2.0 or lower will be notified by the Registrar’s Office that they are being dropped from the university and may only return under the provisions of academic renewal.

   b. Target for implementation of these changes is spring 2014.

   c. Motion approved

6. Introduction to Academic Preparedness and Penn State Ready | Pam Soule

   a. Penn State Ready is a tool to help units prepare a plan that addresses the impact of emergencies on the academic/research mission of the university. There are three types of plans, an Emergency Action Plan, an Emergency Operations Plan, and a Continuity Plan. Units are asked to enter data and identify tasks as Critical 1 (life safety), 2 (meeting or mission) or 3 (tasks done to a lesser extent).

   b. Importance of communication was emphasized, specifically how actions taken at one location may impact other locations, as well as coordinating with the Office of Undergraduate Education should any closures or other similar disruptive actions be necessary.

   c. Penn State Ready produces plans at a departmental level and can be used by any type of department--instructional, research, support, administrative, libraries, museums and even clinical. The completion of the exercise will produce a department continuity plan.

7. Items for Preliminary Curricular Review | Jeremy Cohen

   Items for Preliminary Articulation Agreement Review | Jeremy Cohen

8. Visit with Provost Rob Pangborn and Vice President Madlyn Hanes

   Topics of conversation included applications and planned strategic recruitment efforts, anticipated increased institutional support for student scholarships, report and upcoming visit by Middle States Commission on Higher Education (Oct 22-23, with response by mid-November), activities of the University Budget Task Force, and status of work resulting from the Core Council process.

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.