Welcome and Introduction

Library Services Update—Ed Scarcell

- Updates on upcoming changes;
- Gimbel Library will close at the end of Fall 2013 semester, new space will open called The Arnhold Forum, located on the 6th and 7th floors of University Center; space includes bookable rooms (largest fits 8-10 people), quiet seating and reading rooms, and lounge seating;
- Fogleman Library will continue as is until end of spring, closing end of spring, new space to open 8th floor of List Center in fall;
- The significant change is: 80% of NS collection is going to be electronic with remaining 20% to be placed; most of the new material is available off-site; Offsite material can be requested for delivery and can take 48 hours to be delivered; Onsite material represents most used material;
- University Center will house the most highly used materials related to fashion, architecture, etc. while the List Center will house the most highly used material related to the humanities, etc.; For faculty, 'on reserve' material can be held at either location;
- The best place to discover what University has is the online catalog;
- When Mannes moves downtown, there will be an additional library space; the goal is to eventually have 3 downtown library "points";
- For material used in teaching, faculty are encouraged to think ahead in order to obtain the item onsite in a timely manner;
- Delivery services have been enhanced; whatever book is need, it can be delivered to any NS library location;
- New service: Within our consortium (e.g. NYU), books must still be picked up at NYU, but can now be returned to any NS library (e.g. Fogleman Library) in addition to NYU;
- Instructional services offered to faculty remain.

NASAD Update - Allison Mears
National Association of Schools in Art and Design

- April 2014 visit by NASAD; report and visit by an evaluation team;
- Study encompasses all aspect of the institution; an evaluation team is hosted for the visit; the self-study provides opportunities for self-reflection;
- School representatives are: Matt Robb (SDS), Janet Kraynak (ADHT), Steven Faerm (SoF), Melanie Crean (AMT) Pam Klein (SCE); Jessica Walker (SPACE);
- The report draft: the entire community will have opportunities to read, ask questions, and provide feedback; it will be submitted to the visiting team and to NASAD in March 2014; the visiting team will read the report in advance of the visit to Parsons;
- Visit by NASAD reps: Monday April 28 to Wednesday April 30-12014; the team will map-back their findings to Parsons' self-report; the visit will include studio visits, exhibition viewings, meetings with faculty and students, administrators and leadership; A google site is available to access information; the report's drafts and updates on the visit will be posted on this site;
- Middle States report (all University) has been drawn from for the NASAD report (Parsons).

Senate Report – Sven Travis
• University Faculty Senate (UFS); Todd Lambirx, Luciana Scrutchen, Susan Yelovich, Ted Byfield, and Sven Travis (FT reps);
• 5 Senate Committees that are now running; senators have been assigned to one of these committees; when issues arise in committees, senators will reach out to Parsons faculty for opinions, and guidance, and to obtain feedback to deliver to committees;
• There is FTF representation on all the major Provost’s committees; the Senate is in the process of identifying those committees; committees range from faculty affairs to university budget committee;
• Topics revolving around Service will be a prioritized conversation with the Provost in order to establish greater clarity;
• UFS Town Hall was well attended by students, administration, and faculty; there are plans to repeat it; report/minutes to be shared;
• Priority is to develop pathways, conversations, greater communication and dialog between PFA, PFC, and Senate bodies.

Reports from Subcommittees

• **Workload Committee**: Upcoming research workshops in the spring will be planned; PFC has established a handbook committee (Aaron Fry, Chair) to compare past/present handbooks and keep an ongoing dialog so we can better understand them; anyone on the PFA can join the subcommittee; FTF are encouraged to reach out to Aaron Fry with questions/suggestions/etc.

• **Advising**: (sub-committee chair, Anezka Sebak); AMT is launching a peer/faculty model with students as peer mentors; the goal is to create a learning community where faculty and students are engaged; AMT model will be a test-pilot for the other divisions so they may create their own appropriate model; other schools are encouraged to discuss how peer-faculty mentoring is undertaken and to have its own model based on each School’s culture, student cohorts, etc; suggestion made to separate the form from the content (form could be same across all Schools, but content is localized).

• **Supplement**: (sub-committee chair, Craig Bernecker), 9 sections of the supplement have been developed/reviewed; rather than being a stand-alone or a supplement, this will sit side-by-side with the handbook; key elements are the bylaws and the faculty workload document, which must be finished and inserted.

By Laws (Craig Bernecker)

The changes have been written in; summary and formal revisions will be sent to all in order to obtain feedback via School meetings:
• Modified language regarding PFA definition (Article 1.A);
• Changed PFC representation on division governance body from Parsons Executive Committee to Parsons Deans Council;
• Added language regarding consultation and communication with UFS and UFS senators;
• Deleted superfluous language, such as “based on mutual respect”;
• Clarified language on membership in PFA;
• Added language regarding consultation with the Provost or other university officers;
• Added responsibilities for PFC members, secretary and chairs;
• Changed from three chairs to chair and vice chair (note: intent of three chairs was due to representation on Executive Committee);
• Added specifics regarding nomination and election of PFC officers;
• Added language regarding number of PFC meetings to be held;
• Changed requirements for emergency meetings;
• Changed language regarding formation of committees (deleted need to model after UFS committees);
• Added language regarding revisions of bylaws.

Note: Per PFC feedback terms for PFC officers to be added.

• Concern expressed over lowering the quorum needed; concern expressed over low FTF turn-out in general; How can we raise attendance? Can we take attendance and reach out to faculty who are not attending?; question asked if a better room can be found; can the meeting format be rethought (e.g. rather than delivery of information, could small working groups be formed to create a more dynamic meeting).

Adjourn