

for Spring/Summer Courses. Affordable Learning aims to reduce the financial burden on students by eliminating expensive for-cost textbooks and course materials with no-cost or low-cost educational resources. Deadline to submit an application is December 1, 2023. <https://www.scranton.edu/academics/wml/infolit/oer-grants.shtml>

Learning to Write: American Penmanship Manuals from the David Kaminski and Zaner-Bloser Collections 1791-1980 is the Heritage Room autumn exhibit. The exhibit presents a wide range of manuals used by students of penmanship in the United States, from the first known manual, *The Art of Writing Reduced to a Plain and Easy System* by John Jenkins, through manuals produced by the Zaner-Bloser Company in the later 20th century. The exhibit will run through Friday, December 15.

will be displayed in the Hope Horn Art Gallery from October 27 through November 17, 2023. Over the past two years, the

100 students receive note-taking accommodations.

The CTE was also busy this semester. Staff created two videos for onboarding new adjunct faculty. They also offered Brightspace workshops and provided additional plagiarism and artificial intelligence resources for faculty on their website. The staff is currently evaluating *ZeroGPT*, *Turnitin*, *CopyLeaks* and *Sapling* for their effectiveness in detecting AI in writing.

Administration of the course evaluation system went well. CTE is in collaboration with IT on some suggested improvements to the daily administration and reporting, with the main focus on converting documentation to PDF.

6. Planning

This fall, the University will launch the administration of two important surveys. Undergraduate and graduate students will be invited to take part in the Noel Levitz Student Satisfaction Inventory (SSI) survey, while faculty and staff will be invited to submit the companion Institutional Priorities Survey (IPS). Each asks about various expectations students have for their college experience, gathering input about how important they are, and how well they are being met. Both surveys are entirely voluntary and will be open from November 13th through November 30th. Details about how to access and submit will be emailed to all students, faculty, and staff on November 13th, with several reminders to follow. Please consider taking part in the IPS survey, and to also encourage your colleagues, and your students, to submit their own surveys as well.

7. Graduate Academic

PCAPC

The committee met on October 12th and reviewed 47 and approved 44 block scheduling exception requests. The committee also discussed draft language for a University of Scranton Ph.D. Program Policies and Procedures.

Graduate Program Council

The Graduate Program Council met on October 18th. Students applying for admission into a graduate program must submit three professional letters of recommendation. The council discussed reducing the number of letters of recommendation from three to two. The committee saw no problems with making this change. Since this is an enrollment recommendation.

An outside audit that was conducted cited inconsistency in graduate advising. In order to standardize the graduate student advising system, program directors were asked to share how advising is done in their college/program. Some programs send students to their advising center, some programs assign faculty to advise students, and some students are advised by program directors.

A group of faculty teaching on our Wiley Programs met with me, Lisa Lobasso and Dave Marx on October 24th to discuss our current Wiley contract and get feedback on the services that Wiley provides that are essential for online graduate education.

9. Curriculum

I have approved the following curriculum proposals:

| Program Change | Date Posted |
|--|--------------------|
| (CHS 333) | 03/01/23 |
| Women's and Gender Studies Major (CHS 333) | 03/01/23 |
| Occupational Therapy, MS | 04/20/23 |
| Nursing Program | 04/20/23 |
| Business Analytics Program | 05/03/23 |
| Business Analytics, MS | 09/27/23 |
| Forensic Chemistry | 10/06/23 |
| (COMM 216-ENLT 226) | 10/18/23 |
| (COMM 216-ENLT 226) | 10/18/23 |
| New Course | |
| BUAN 500: Business Analytics Tools | 09/27/23 |
| ENLT 326: Queer Writers & Queer Writing | 10/06/23 |
| Course Change | |
| COMM 115: Writing for Communication | 09/25/23 |
| THTR 211: Theatre History I | 10/06/23 |
| THTR 212: Theatre History II | 10/06/23 |
| THTR/ENLT 276: America Drama 1916-1968 | 10/06/23 |

| | |
|--|----------|
| THTR/ENLT 277: America Drama 1968-2011 | 10/06/23 |
| PSYC 235: Learning and Behavior | 10/06/23 |
| INTD 112: EP Foundation | 09/05/23 |

Course Deletion

| | |
|---------------------------|----------|
| WRTG 218: Writing the Web | 10/06/23 |
|---------------------------|----------|

10. Laudato Si'

I want to thank the faculty that joined me for a conversation on October 19th on how best goals are based within curriculum and therefore faculty led, the emphasis on providing research and pedagogical opportunities, as well as speakers, will be funded through Academic Affairs in collaboration with other divisions within the University.

11. Ethics Across the Curriculum

The Ethics Across the Curriculum website will launch this month and include the call for proposals for the May 2024 workshop. The website will be accessed through the left

12. Environmental Scan: Economic Database

Gray Associates have completed the development of the Economics tool. A brief overview was presented by Gray to Academic and University administrators in October. The database provides various views of academic financial information from fiscal years 2019-20 through 2022-23 in dashboard form. This dashboard can only be accessed by administrators. Faculty will be welcome to meet with administrators to review this database in the weeks ahead. Additionally, this database generates reports. Reports will be created and distributed to department chairs through the Deans Offices. These reports will provide comparable information similar to those received from the CRR-Cost of Education packets that had been distributed to the department chairs in the past. These updated files from the Gray system will provide the Chairs with reports that include course level data, faculty statistics, as well as summaries with student revenues, student financial aid, instruction costs, and financial contributions by college, department, and program. Report examples may include:

1. **Faculty Statistics Report:** This report is able to provide information by academic year and term. It would be able to show, by instructor department, the number of courses taught, number of sections taught, student counts, student credit hours, students per section, as well as gross revenue, financial aid discount, direct instructional cost, and contribution totals.
2. **Course Department Report:** This report is able to provide information by academic year and term. It would be able to show by course college, course department, course subject, and course level the number of courses taught, number of sections taught, student counts, student credit hours, students per section, as well as gross revenue, financial aid discount, direct instructional cost, and contribution totals.

3. Student Program Report: This report is able to provide information by academic year and term. It would be able to show, by student program college and student program name the number of courses taught, number of sections taught, student counts, student credit hours, students per section, as well as gross revenue, financial aid discount, direct instructional cost, and contribution totals.

13. Updates

On October 16-18, 2023, a team from the Accreditation Council for Occupational