College of Information Sciences and Technology

2018-2019 College-Level Committee Assignments

**Academic Directors and Coordinators**

**Administrative Areas:** Associate Dean for Undergraduate

**Contact:**
Assistant to the Associate Dean for Graduate and Undergraduate Studies (3-3450)
Online Education (5-0053)
IST Office of Human Resources (5-8949)

**Description:**
Academic Directors work in coordination with the Associate Dean for Undergraduate and Graduate Studies and Director of Undergraduate Academic Affairs and the UAC on curriculum review, revision or extension proposals related to the program. They participate in statewide discussions related to curriculum planning and coordination. In addition, they consult on teaching assignments and ensure the program’s continued relevance to the field.

**Committee Membership:**
- David Fusco – Director of Masters Programs
- Ed Glantz – Assistant Director of Masters Programs
- Nick Giacobe – Director of Undergraduate Programs
- Rosalie Ocker – Coordinator, BS in Information Sciences and Technology
- Jake Graham – Coordinator, BS in Security and Risk Analysis
- John Yen – Coordinator, BS in Data Sciences
- David Hozza – Coordinator, BS in Cybersecurity Analytics and Operations

Revised: 5.25.2018

**Academic Integrity**

**Administrative Area:** Associate Dean for Undergraduate and Graduate Studies

**Contact:**
Assistant to the Associate Dean for Undergraduate and Graduate Studies (3-3450)

**Description:**
Addresses issues within IST related to academic integrity. Dean appointed committee. Two-year Term.

**Committee Membership:**
- Calvin Mende, Undergrad Representative
- Jacob Oury, Graduate Representative

Revised: 7.13.18
**Awards Committee (Faculty)**
Administrative Area: Office of Faculty Affairs, Dean’s Office

**Contact:**
Office of Faculty Affairs (3-8833)

**Description:**
Identify award opportunities for faculty members. Participate in award nomination and selection processes. Faculty vote on membership. One-year Term.

**Committee Membership:**
- David Fusco (2018-2019)
- Ben Hanrahan (2018-2019)
- Alison Murphy (2018-2019)
- John Yen (2018-2019) – Committee Chair

Revised: 7.17.2018

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**Dean’s Administrative Group**
Administrative Area: Dean’s Office

**Contact:**
Dean’s Office (5-3528)

**Description:**
Membership appointed by Dean and includes the Associate Dean for Undergraduate and Graduate Studies, Associate Dean for Research, the Assistant Dean for Academic Services, Director of Development, Chair of Faculty Council, IST HR Strategic Partner, and the Financial Officer. Committee named by Dean to serve in an advisory role on critical operational issues (e.g., personnel, facilities, etc.). This committee meets bi-monthly.

**Committee Membership:**
- Dean
- Associate Dean for Undergraduate and Graduate Studies
- Associate Dean for Research
- Assistant Dean for Academic Services
- Chair, Faculty Council
- Director of Development
- Financial Officer
- Executive Assistant to the Dean
- IST HR Strategic Partner

Revised: 5.13.18
**Dean’s Academic Group**
Administrative Area: Dean’s Office

Contact:
Dean’s Office (5-3528)

Description:
Membership appointed by Dean and includes the Associate Dean for Undergraduate and Graduate Studies, Associate Dean for Research, Assistant Dean for Academic Services, David Fusco, Nick Giacobe, Chair of Faculty Council. Committee named by Dean to serve in an advisory role on critical academic-related/curricular issues. This committee meets monthly.

Committee Membership:
- Dean
- Associate Dean for Undergraduate and Graduate Studies
- Associate Dean for Research
- Assistant Dean for Academic Services
- Chair, Faculty Council
- Nick Giacobe
- David Fusco
- Executive Assistant to the Dean

Revised: 5.13.18

**Faculty Council**
Administrative Area: Dean’s Office

Contact:
Office of Faculty Affairs (3-8833)

Description:
Council for IST to represent each of the scholarly interest groups (SIGs) within the College. The SIGs represent groups of faculty performing related research, teaching and outreach. Functions of the SIGs include providing input to the Faculty Council in academic areas such as curriculum, defining guidelines for P&T for selected scholarly areas, support in conducting annual faculty reviews, graduate student recruiting, definition of graduate courses, and bringing forward faculty concerns and issues. Faculty vote on membership. SIG Representatives – One-year term. Faculty Council Chair – Two-year term.

Membership:
- Pete Forster (2018-2019)
- Rosalie Ocker (2018-2019)
- David Reitter (2018-2019)
- Xinyu Xing (2018-2019)

Revised: 7.17.2018

**Fixed-Term Promotion Committees – No Fixed Term Cases in 2018-2019**
Administrative Area: Dean’s Office

Contact:
Dean’s Office (5-3528)

Description:
Review Fixed-Term Promotion and Tenure cases in accordance with university policy & college guidelines.
Committee 1 Membership:
- Don Shemanski, Chair (2018-2019, 2019-2020)
- Guoray Cai (2018-2019), Dean Appointed

Committee 2 Membership:
- TBA

Revised: 7.17.2018

Graduate Advisory Committee (GAC)
Administrative Area: Associate Dean for Undergraduate and Graduate Education

Contact:
Graduate Programs (7-5787)

Description:
Coordinates and oversees all administrative-related matters to IST Graduate Programs (curriculum, etc.)
Faculty vote on membership. One member appointed by Dean (1-year term). Two-Year Term

Membership:
- Mary Beth Rosson, Interim Chair (2018-2019)
- Vasant Honavar (2018-2019) – Dean appointed replacing Nan Zhang

Revised: 5.25.18

Graduate Recruiting Committee (GRC)
Administrative Area: Graduate Programs

Contact:
Graduate Programs (7-5787)

Description:
Coordinates graduate student recruitment.

Membership:
- Mary Beth Rosson, Interim Chair
- Linhai Song – Dean Appointed

Revised: 7.17.18
Graduate Students in IST (GIST)
Administrative Area: Graduate Programs

Contact:
Graduate Programs (7-5787)

Description:
Committee of graduate students focused on graduate student affairs, creating and encouraging a community of graduate students, and providing general support for the IST graduate student community. Membership voted upon by graduate students.

Membership:
- Nasim Motalebi (President)
- Mukund Srinath (Vice President)
- Shaurya Rohatgi (Secretary)
- Fanlu Gui (Treasurer)

Revised: 5.25.18

Ombudsperson for Faculty
Administrative Area: Dean’s Office

Contact:
Dean’s Office (5-3528)

Description:
Act as independent person to whom IST faculty can turn to for identification/resolution of problems & issues. Two-year term. Committee Membership voted on by faculty. Dean appoints 1 member for one-year term. Dean appoints committee chair.

Membership:
- Alison Murphy (2018-2019, 2019-2020) – Alternate

Revised: 5.25.18

Promotion and Tenure Committee (P&T)
Administrative Area: Dean’s Office

Contact:
Dean’s Office (5-3528)

Description:
Review Promotion and Tenure cases in accordance with university policy & college guidelines. URL: http://guru.psu.edu/policies/OHR/hr23.html. Committee Membership voted on by faculty. Two-year term. Dean appoints 1 member for one-year term. Dean appoints committee chair.

Membership:
- James Wang, Full Professor (Chair for 2018-2019), (2018-2019, 2019-2020), Dean Appoints Chair
- Xiang Zhang, Associate Professor (2018-2019, 2019-2020)
- Jack Carroll, Full Professor (2018-2019)
- Fred Fonseca, Associate Professor (2018-2019) – Replacing Heng Xu
- Frank Ritter (2018-2019) – Dean Appointed

Revised: 5.25.18
Scholarship Committee
Administrative Area: Assistant Dean for Academic Services

Contact:
Assistant Dean for Academic Services (5-8947)

Description:
Awards IST student scholarships.

Membership:
- Angela Miller, Chair, Director of Recruiting
- Susan Agee, Advising Representative
- Jason Gines, OIDE Representative
- Lesley Maalouf, Finance Office, Ex Officio
- Sue Lauver, Awarding
- Adrienne Darrah, Stewardship
- Michelle Corby, Assistant Dean, Academic Services, Ex Officio

Revised: 5.25.18

Schreyer Honors College Committee
Administrative Area: Associate Dean for Undergraduate and Graduate Studies

Contact:
Director, Undergraduate Academic Affairs (7-0466)

Description:
This committee supports the SHC students in the College of IST through advising, thesis preparation, research opportunities and community activities, as well as to attract potential SHC students to the College of IST through recruiting events. This committee meets once per semester. Membership is made up of current Faculty Honors Advisers (who themselves volunteer to serve as honors advisers).

No committee terms.

Membership:
- Marc Friedenberg (Chair)
- David Fusco
- Edward Glantz
- Steven Haynes
- Lisa Lenze, Ex Officio
- Donald Shemanski
- Anna Squicciarini
- Dinghao Wu
- Heng Xu
- John Yen

Revised: 5.25.18

Staff Advisory Committee (SAC)
Administrative Area: Dean’s Office

Contact:
Dean’s Office (5-3528)

Description:
The Dean’s Staff Advisory Committee is the College of Information Sciences and Technology’s (IST) bridge for communication between the staff and the dean on all issues dealing with staff policy, professional development, welfare, and goals. The function and goal of this committee will be to enhance and solidify the partnership between the staff and administration of the college. Two-Year Term Membership voted upon by staff.
Membership:
- Karen Brewster, Ex Officio
- Susan Lauver (Term TBD)
- Priscilla Cetnar (Term TBD)
- Brianne Lippert (Term TBD)
- Stefanie Seasholtz (Term TBD)
- Alison Laninger (Term TBD)

Revised: 5.25.18

**Student Government Executive Board**
**Administrative Area: Dean’s Office**
**Board Advisor: Dean**

**Contact:**
Dean’s Office (5-3528)

**Description:**
Committee of Undergraduate Students who provide leadership for the Undergraduate Student Government organizations and subcommittees.

**Membership:**
- Carson Brown (President)
- Daniella Callaghan (Executive Vice President)
- Paul Suchko (Secretary)
- Akash Kaneria (Treasurer)
- Calvin Ho (Social Media/Communication)
- Katie Caparon (Student Affairs)
- Lauren Vozel (Student Programming)
- Chelsey Wood (UPUA and Senate Representative)

Revised: 7.25.18

**Undergraduate Advisory Committee (UAC)** –
**Administrative Area: Associate Dean for Undergraduate and Graduate Studies**

**Contact:**
Associate Dean for Undergraduate and Graduate Studies (3-3450)

**Description:**
UAC is a respected committee comprised of faculty, staff, and administrators who seek to make the College of IST’s undergraduate program one of the leading programs in the nation for the study of the interaction between people, information, and technology. Membership voted upon by faculty. Two non-UP members appointed by Associate Dean for Undergraduate Studies. Two-year term.

**Membership:**
- Sharon Huang (2018-2019), Dean Appointed
- Jason Long, DuBois (Non-UP Faculty Representative, appointed 2018-2019)
- Jesse Middaugh, Harrisburg (Non-UP Faculty Representative, appointed 2018-2019)
- Carson Brown, Undergraduate Student Representative (appointed 2018-2019)

**UAC Ex-Officio, Advising & Program Coordinator (Non-Voting Members)**
- Michelle Corby
- Jacob Graham
- David Hozza
• Lisa Lenze
• Susan Agee
• Mary Beth Rosson
• Amy Stever
• John Yen

Revised: 7.13.18
College of Information Sciences and Technology
2018-2019 University-Level Committee Assignments

**Activity Insight Oversight Committee**
Administrative Area: Dean’s Office

**Contact:**
Dean’s Office (5-3528)

**Description:**
Implementation and process improvement of Activity Insight Digital Measures at the University-Level.

**College Representative:**
- Karen Brewster

**Administrative Committee on Research (ACOR)**
Administrative Area: Office of Sponsored Programs

**Contact:**
Office of Sponsored Programs (5-1372)

**Description:**
University-level committee which focuses on issues related to research administration.

**College Representatives:**
- Carey Stover
- Lesley Maalouf - TBD
- Tracy Ray
- Cindi Keeler - TBD

Revised: 5.25.18

**Administrative Council on Undergraduate Education (ACUE)**
Administrative Area: Associate Dean for Undergraduate and Graduate Education

**Contact:**
VP and Dean of Undergraduate Education (Old Main) (3-1684)

**Description:**
University-level committee which serves as the principal administrative advisory agency to the President, Executive Vice President and Provost, Vice President and Dean for Undergraduate Education and academic deans of colleges, outreach and libraries on administrative matters that impact undergraduate education across the University. [http://undergrad.psu.edu/acue-members.html](http://undergrad.psu.edu/acue-members.html).

**College Representative:**
- Mary Beth Rosson (Mary Beth will act as the IST representative in her role as Associate Dean for Graduate and Undergraduate Studies).

Revised: 7.9.14
**Administrative Council on Multicultural Affairs (ACMA)**
Administrative Area: Office of the Vice Provost for Educational Equity

**Contact:**
Office of the Vice Provost for Educational Equity (5-5906)

**Description:**
The ACMA will provide guidance on and coordination for administrative matters that impact minority student undergraduate and graduate education and related multicultural and diversity issues across the University, including advice pertaining to external constituencies.

**College Representative:**
- Jason Gines

Revised: 4.25.17

**Advisory Committee for Graduate Education (ACGE)**
Administrative Area: Graduate Education & Graduate School

**Contact:**
Graduate School (5-2516)

**Description:**
University-level committee of college administrators serves in an advisory role to the Dean of the Graduate School to discuss important issues facing graduate education internally and externally; share best practices; inform decisions regarding policies and procedures for graduate education, work collaboratively with the Graduate School to implement University-wide initiatives.

**College Representative:**
- Mary Beth Rosson (Mary Beth will act as the IST representative in her role as Associate Dean for Graduate and Undergraduate Studies).

Revised: 9.7.16

**Exit Interview Officer (EIO)**
Administrative Area: Office of the Provost

**Contact:**
Office of the Provost (3-7494)
IST Dean’s Office (5-3528)

**URL:** [http://www.psu.edu/vpaa/exitinterview.htm](http://www.psu.edu/vpaa/exitinterview.htm)

**Description:**
The Exit Interview Officer (EIO) interviews all IST faculty members who are leaving the college. This interview is separate from the HR interview. The HR rep will share the departing faculty members’ names with the EIO. The EIO will follow up accordingly. The College Ombudsperson serves as the Exit Interview Officer. Two-Year Term, Appointed by the Dean.

**IST Exit Interview Officer:**

Revised: 5.25.18
**Faculty Governance Leader**
Administrative Area: Faculty Senate Office

Contact:
Faculty Senate Office (3-0221)
IST Dean’s Office (5-3528)

Description:
The Chair of IST’s Faculty Council will serve as Faculty Governance Leader. The Faculty Governance Leader will convene faculty to discuss faculty-related matters and faculty governance-related matters. Two-Year Term, Appointed by Dean.

IST Faculty Governance Leader:

Revised: 07.23.18

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**Faculty Senate Representatives**
Administrative Area: Faculty Senate Office

Contact:
Faculty Senate Office (3-0221)
IST Office of Faculty Affairs (3-8833)

Description:
Represents the College of IST at Faculty Senate meetings. Primary Member – Four-Year Term
Alternate Member – Two-Year Term.

Membership:
- Ed Glantz (2016-2020) – Primary
- Peter Forster 2018-2021 – Primary (replaced Maitland)
- David Fusco (2018-2022) – Primary (replaced Friedenberg)
- Vasant Honavar (2016-2020) – Alternate
- Chelsey Wood (Student Government)

Revised: 07.23.18

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**Graduate Council**
Administrative Area: Graduate Education and Graduate School

Contact:
Graduate School (5-2516)
IST Office of Faculty Affairs (3-8833)

Description:
University-level committee that is responsible for all matters pertaining to Graduate Education and Graduate Research.
[http://www.gradsch.psu.edu/gradcouncil/](http://www.gradsch.psu.edu/gradcouncil/) - Two-Year Term.

College Representative:

Revised: 5.25.18
Graduate Council Committee on Fellowships and Awards
Administrative Area: Graduate Education and Graduate School

Contact:
Graduate School (5-2516)
IST Office of Faculty Affairs (3-8833)

Description:
University-level committee that reviews policies on awards; examine and judge applications for grants-in-aid, scholarships, and Graduate School Fellowships; and make recommendations to the Chair for awards.
http://www.gradsch.psu.edu/gradcouncil/

College Representative:

Revised: 5.25.18

Graduate Council Committee Subcommittee on New and Revised Programs and Courses
Administrative Area: Graduate Education and Graduate School

Contact:
Graduate School (5-2516)
IST Office of Faculty Affairs (3-8833)

Description:
Reviews new programs and courses.

College Representative:

Revised: 5.25.18

Millennium Scholars Program Internal Steering Committee
Administrative Area: Office of Vice Provost for Educational Equity

Contact:
Office of Vice Provost for Educational Equity (5-5906)

College Representative:
Mary Beth Rosson – Appointed by the Dean.

Revised: 9.6.16

Patent Review Committee
Administrative Area: Intellectual Property Office

Contact:
Intellectual Property Office (5-6277)

Description:
University-level committee responsible for reviewing patent applications, licensing, intellectual property, etc.

College Representative:
Prasenjit Mitra, Associate Dean for Research

5.25.18
**Rock Ethics Institute Faculty Advisory Committee**  
Administrative Area: Rock Ethics Institute

**Contact:**  
Rock Ethics Institute (3-8237)

**Description:**  
Faculty Advisory Committee for Rock Ethics Institute

**College Representative:**  
- Andrea Tapia – Appointed by the Dean.

**Undergraduate Admissions Representatives Committee**  
Administrative Area: University Admissions Office

**Contact:**  
University Admissions Office (5-5471)

**Description:**  
University-level committee addressing matters involving undergraduate admissions. Membership appointed by Associate Dean for Undergraduate and Graduate Studies.

**College Representative:**  
- Angela Miller

Revised: 4.17.17

**University Conduct Board**  
Administrative Area: Division of Student Affairs/Office of Judicial Affairs

**Contact:**  
Office of Judicial Affairs (3-0342)

**Description:**  
University-level committee that hears serious cases of student misconduct and makes decisions regarding student responsibility and appropriate sanctions. IST faculty member appointed by the Dean.

**College Representative:**  
- Jake Graham

**University Research Council**  
Administrative Area: Office of Senior Vice President of Research

**Contact:**  
Office of Senior Vice President for Research (5-6332)

**Description:**  
University-level council reporting to the Vice President of Research. Membership comprised primarily of Associate Deans for Research and Institute Directors. Meets quarterly.

**College Representative:**  
- Prasenjit Mitra, Associate Dean for Research
College of Information Sciences and Technology
2018-2019 Dean’ Committee Assignments

**Academic Leadership Council (ALC)**
Administrative Area: Office of the Executive Vice President and Provost

**Contact:**
Office of the Executive Vice President and Provost (5-2505)

**Description:**
The Academic Leadership Council functions under the authority of the President and provides advice and counsel to both the President and the Executive Vice President and Provost of the University. Council members also meet to exchange views and to discuss academic and administrative matters common to the colleges and related academic units of the University.

**Centre for Security Research Education (CSRE)**
Administrative Area: Penn State Law

**Contact:**
Penn State Law (814) 867-3411

**Description:**
Planning committee for new Security Center housed in Penn State Law.

**Strategic Planning Oversight Committee**
Administrative Area: Office of Planning and Assessment

**Contact:**
Office of Planning and Assessment (3-8721)

**Description:**
University strategic planning.

**Transforming Education Steering Committee**
Administrative Area: Office of the Vice President for Outreach and Vice Provost for Online Education

**Contact:**
Office of the Vice President for Outreach and Vice Provost for Online Education (3-8356)

**Description:**
The Digital Learning Steering Committee functions under the authority of the Vice President of Outreach and provides advice and counsel to the Vice President on academic and administrative matters common to the colleges and related academic units of the University in regard to Online Education.

**University Health Sciences Council (UHSC)**
Administrative Area: College of Medicine (Hershey)

**Contact:**
College of Medicine at Hershey (717) 531-8854

**Description:**
Penn State University’s Health Sciences Council (UHSC) guides the strategic vision of the diverse biomedical and life science endeavors at the institution.
University Park Council of Academic Deans (UPCADs)
Administrative Area: Office of the Executive Vice President and Provost

Contact:
Office of the Executive Vice President and Provost (5-2505)

Description:
The UPCADs functions under the authority of the Executive Vice President and Provost and provides advice and counsel to the Executive Vice President on administrative matters common to the colleges and other related units at University Park.