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KUTZTOWN UNIVERSITY
Minutes of the University Senate

Room 223, McFarland Student Union Building
Thursday, December 6, 2007

M. Sanelli called the meeting to order at 4:06 p.m.

Present: Len Barish, Bobbie Berry, Christopher Bloh, Ed Christian, Kate Clair, James Delle, Camille DeMarco, Mike Demetor, Patricia Derr, William Donner, Jack Entriiken, Diane Fegely, Lisa Frye (Secretary), James Hall, Jo Cohen Hamilton, Gregory Hanson, Kathleen Hartman, Ted Hickman, James Hvidding, Kristine Killingsworth, Joe Lippincott, JoAnn Mackesy, Mark Mahosky, Elaine Mara, Robert Martin, John McAndrew, James McNiff, George Paterno, Sylvia Pham, Ilene Prokup, Dennis Rains, John Riley, Paul Sable, Christopher Sacchi, Maria Sanelli (President), Steve Schnell, Judith Smith (Vice-President), Carlos Vargas-Aburto, Madan Varma, David Wagaman, Rhonda Wall, and Barth Yeboah.

Absent: Deborah Barlieb, Roger Hibbs, Keith Logan, Susan Mangold (excused), Justin McCleary, Charles Roth, Robert Ryan (excused) Heather Thomas, and Anke Walz (excused).

Also in Attendance: Leah Casselia, Michael Gambone, Keith Kull, Bill Mioskie, William Towne, and Bob Watrous.

I. Announcements

J. Smith, University Senate Vice President, announced that the Senate Executive Committee will be meeting with all the chairpersons of all Governance Committees. The meeting is tentatively scheduled for Thursday, February 14th, at 11:00 a.m. Room to be announced at a later time. The purpose of this meeting is to let the Senate Executive Committee know what is going on with the governance committees.

M. Sanelli, University Senate President, read a letter from Dick Button, Interim Vice President for Advancement, regarding the Early Learning Center. He stated that while the minutes of the Senate meeting of October 4th reflect what was said at the Senate meeting, they are inaccurate and misleading. It was stated at that Senate meeting that the KU Foundation was not supporting grant opportunities for the ELC. D. Button wanted all members of the Senate to know that the KU Foundation is working closely with the Grants and Sponsored Projects Office to try to secure as many funds as possible that may be available to help the ELC.

Provost Vargas announced that a recent study on the Economic Impact on the Commonwealth of Pennsylvania was conducted by PASSHE. This study resulted in a fact sheet that was distributed to all Senators.

Provost Vargas also announced that an extra \$25,000.00 was added to the Professional Development Fund this year. Paperwork will be submitted for the same amount of extra funding for next year. Provost Vargas is looking at making this additional funding part of the base budget for Professional Budget.

II. Approval of the Agenda

M. Sanelli asked for a motion to modify the agenda, to add under IV. Section B, number 2, the Policy for the Grade Appeal Board along with their Mission Statement and Bylaws. M. Varma made the motion to add this item to the agenda. T. Hickman seconded. Motion Passed. J. McNiff moved, J. Hamilton seconded, to approve the Agenda as amended. Motion passed.

III. Approval of the Minutes

E. Mara moved, M. Varma seconded, to approve the Minutes of the November 1, 2007 meeting.

IV. President, Committee and Task Force Reports

A. Senate President's Report

M. Sanelli shared two documents representing Fall 2007 committee activities-

M. Sanelli reported that the Senate Executive Committee has spoken with President Cevallos about a concern with the functioning of the University Governance Committees. Many of the chairpersons of the 33 Governance Committees are also the Administrator or Director of the program for the committee that they are chairing. It is thought that the Administrator or Director should not be the chair of their own advisory committee. This is one topic that will be discussed at the Committee Chairs' February 14th meeting. The Senate Executive Committee welcomes any feedback or suggestions on this topic.

M. Sanelli announced that the Biology Department asked that a posthumous degree be awarded to one of their students, Amanda Thierer. This paperwork did not make it to the Senate Office in time for the last Senate meeting. The Council of Trustees are meeting at the same time as this December Senate meeting. The University President, Dr. Cevallos, identified this as an emergency situation. The Senate Executive Committee approved this posthumous degree.

B. Committee on Committees

No report at this time. Meeting scheduled for all governance committee chairs on February 14, 2008.

J. Hamilton reported on the Grade Appeal Board revised Mission Statement and Bylaws and Policy. These documents have been approved by the Committee on Committees. Most of the changes were minor and modified for clarification. The 2-step process to appeal a grade was clarified. The most significant change relates to the violation of the Academic Dishonesty Policy. A grade can no longer be appealed if it was given as a result of a violation of the Academic Dishonesty Policy. J. Hamilton reported that there are 2 – 5 grade appeal inquires per year and most don't get past the inquiry stage. A motion was made by the Grade Appeal Board to approve the revised Mission Statement and Bylaws and Policy. Motion passed.

L. Casselia spoke to the Events Advisory Council Mission Statement and Bylaws revisions. This policy was approved by the Committee on Committees. The revisions mostly reflect language clarification and committee membership. A motion was made by the Events Advisory Council to approve the new Mission Statement and Bylaws. Motion passed.

C. Strategic Planning & Resources Committee Report

M. Sanelli reported that the Strategic Planning Retreat will be held on January 7 and 8, 2008. A tentative schedule was sent to all faculty members by President Cevallos and the committee continues to plan for this event.

D. Center for the Enhancement of Teaching Report

K. Kull, chair of the CET Advisory Board, reported that Provost Vargas had requested names of possible faculty members to serve as Interim CET Director. Three faculty members sent statements of interest to the CET advisory board and those names were forwarded to Provost Vargas. A formal search will be conducted at a later date to fill this position permanently.

E. Middle States Accreditation Report

No report at this time.

V. Old Business

A. Safety Issues

B. Mioskie spoke about university safety issues. B. Mioskie reported that Senator O'Pake was instrumental in KU receiving a \$25,000.00 grant for a joint study between the Borough of Kutztown and the university regarding risk vulnerability assessment. Additional funds were contributed by the KU Foundation. It is hoped that this study will begin early in the spring semester.

Public Safety has already implemented several strategies to improve university safety, such as a trial run of a late night shuttle service that runs Thurs, Fri and Sat nights until 3:00am. The Public Safety Department is also evaluating all relevant policy and procedures. At the completion of the study, an open forum will be held for all to attend. The Public Safety Department will work with the Senate regarding the motion passed about the installation of panic buttons.

K. Clair asked if new construction projects will include panic buttons. B. Mioskie stated that all safety is considered in new construction and some panic buttons will be installed in Sheridan.

J. Riley stated that the ELC Task Force asked Public Safety for a threat assessment report for the ELC. B. Mioskie stated that this would be part of the risk vulnerability assessment.

T. Hickman asked if outside demonstrators can be restricted as to where they can demonstrate on campus. B. Mioskie said that restrictions can be implemented but there are many guidelines governing restrictions.

B. Academic Disruption Policy

M. Demetor stated that the Student-Faculty Judiciary Committee have made changes to the Academic Disruption Policy based on comments made at the November Senate meeting.

P. Derr mentioned that it may not be possible to identify the name of a student being disruptive in a large classroom.

K. Killingsworth asked for clarification on the statement “that occurs before or after class meeting time”. M. Demetor stated that the thought of the committee was if the student disrupted learning, such as blocking a doorway to the classroom, then that behavior would be a violation.

D. Rains made a motion, seconded by K. Killingsworth, which stated:

Add 15 minutes to the statement about disruptive behavior that occurs before or after class meeting time.

T. Hickman stated that after class discussions may last longer than 15 minutes.

K. Killingsworth said that not having a time limit on this statement would hurt students if the teacher just doesn’t want to deal with the student.

The motion failed. There were two abstentions.

Based on a motion at the November Senate meeting, each Senate representative must take this revised Academic Disruption Policy to their constituents. Feedback will be discussed at the February Senate meeting. This policy will be published in the Key and relates to the classroom setting. B. Watrous reported that there are other code of conduct standards that apply to other situations and violations.

VI. New Business

A. Approval of December Graduates

M. Sanelli called for a motion to approve the December 2007 graduates as certified by the Registrar’s Office. J. Hamilton moved, J. Lippincott seconded, to approve the December graduates. Motion passed.

B. Election of Senate Vice-President and Senate Secretary

The meeting was turned over to J. Riley, Chair of the Ad-Hoc Election Committee. The other committee members were Steve Schnell and Anke Walz. A. Walz stepped down as a member of the committee because she is a candidate for Senate secretary.

J. Riley announced that there was only one nominee for the Vice-President of Senate, T. Hickman. There were no additional nominations from the floor. T. Hickman was declared the winner by acclamation.

J. Riley announced that there was only one nominee for the Secretary, A. Walz. There were no additional nominations from the floor. A. Walz was declared the winner by acclamation.

C. Other

W. Donner questioned who controls curriculum and how the non-curriculum courses get approved.

M. Gambone stated that the contract controls curriculum. According to Article 27, courses should be offered to APSCUF faculty first. If there are no volunteers or no faculty are qualified to teach the course, then outside instructors can be hired. A grievance was filed

and it is still pending. Gambone stated that Article 27 has been ignored for several years by the Extended Learning Office within our bargaining unit.

K. Clair made a motion, seconded by T. Hickman, which read:

The Senate will consider creating a Task Force to investigate courses taught in violation of Article 27 of the CBA.

After discussion K. Clair withdrew the motion.

K. Clair made a motion, seconded by R. Wall:

Someone volunteer to write a letter on behalf of the Senate in relation to courses taught in violation of Article 27 of the CBA.

T. Hickman made a friendly amendment that was accepted by K. Clair, to have P. Derr write the letter by the Feb Senate meeting.

J. Riley made a friendly amendment, accepted by K. Clair, to add the words “letter of profound concern” and “damages the credibility and reputation of KU as an institution of higher learning. The motion now reads:

Dr. Patricia Derr will write a letter of profound concern, by the Feb Senate meeting, on behalf of the Senate that courses taught in violation of Article 27 of the CBA damages the credibility and reputation of Kutztown University as an institution of higher learning.

The motion passed. There were 2 “no” votes and 2 abstentions.

There was another question about who controls the general education model. M. Sanelli stated that the Senate will be instrumental in this process and it is her understanding that the general education model is going to be re-opened in the near future.

VII. Adjournment

J. Riley made a motion to adjourn the meeting, seconded by T. Hickman. The motion passed and the meeting was adjourned at 5:27 p.m.

Signed:

Dr. Maria Sanelli, President

Lisa M. Frye, Secretary