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Senate Minutes

Kutztown University Senate

Fall 12-5-2013

Senate Minutes 12-5-13

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December 5, 2013
4:00pm
Academic Forum 101

PRESENT: D. Aruscavage, G. Bamberger (sub. M. Gober), C. Bloh, A. Cordner, C. Cotellesse, J. Delle, C. Delphus, C. Dewalt, L. Frye, J. Gehringer, H. Hamlet, E. Hanna, J. Harasta, N. Imbesi, D. Immel, J. Jackson, D. Johnson, Y. Kim, A. Kirshman, J. Kremser, M. LeBosse, S. Lem, L. Levine, J. Lizza, T. Maskulka, B. McCree, T. McNally, C. Nordlund, L. Norris, K. Prock, A. Rodriguez, J. Ronan, L. Scappaticci, R. Schaeffer, M. Sims, R. L. Smith, C. Vargas, P. Walsh Coates, M. Weller

ABSENT: Dr. Cevallos, K. Clair, F. Cortez-Funk, K. Gardi, R. Gross, L. Irving, D. Lea, G. Schaper, J. Schlegel,

GUESTS: C. Wells, K. Danielson, K. Scranage, N. Snow, M. Hughes, A. Zayaitz

- I. Call to order 4:03pm
- II. Approval of Minutes from November 7, 2013 as presented – Motion made by A. Cordner, 2nd by M. Sims - motion passed
- III. Approval of Graduates for December 2013 as presented – Motion made by R.L. Smith, 2nd by A. Kirshman – motion passed
- IV. Nominations committee: A. Kirshman, N. Imbesi, R.L. Smith
 - A. Vice President: Jennifer Schlegel was nominated and provided a statement – no nominations from the floor
 - B. Secretary: Lisa Norris was nominated and provided a statement – no nominations from the floor
 - C. Vote:
 - Motion to vote by acclamation by J. Lizza (election where only one candidate is running) 2nd by L. Frye – approved
 - Jennifer Schlegel was unanimously elected Vice President 2014-2016
 - Lisa Norris was unanimously elected Secretary 2014-2015
- V. Senate President’s Report – D. Johnson
 - A. Please make documents on Desire to Learn both word documents & PDF to be in compliance for ADA

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- VI. President's Report – C. Vargas (substitute for Dr. Cevallos)
- A. C. Vargas spoke about hiring. Tenure track positions have been released and temporary positions will be released in the Spring. There is no freeze on hiring for 2014-2015 but each position will be individually examined
- VII. Vice President of Enrollment Management – K. Scranage
- A. K. Scranage presented snapshot of enrollment at KU with a Powerpoint presentation which is available on the University Senate website
- K. Scranage invited faculty to reach out to her for discussion x3-4327
 - Reviewed guidelines for strategic enrollment management
 - Overall enrollment goal for Fall 2014 is an increase of 2% or 196 students
- VIII. Final Exam Schedule Policy – T. Stewart
- Currently there is no official policy
 - If a policy is approved today, it would go into effect for the May 2014
 - K. Danielson - presented document
 - Key points: no student has to take more than two exams on one day, student should try to resolve conflict personally with professors, if the conflict cannot be resolved a new policy in place with form: conflict is arbitrated in the Deans office
 - N. Imbesi – said the student government board approved the new policy passed 30 - 0

Questions:

- How did committee come up with the deadline of 10 weeks? 10 weeks is the date for withdrawing from a class.
- Would it be possible for faculty to put policy into the syllabi? most likely will be put into the academic calendar. R. Schaeffer discussed language that is required on the first day hand out
- J. Delle – logistics question: what if large numbers of students in an Academic Forum class want to reschedule?
- C. Delphus – cannot see why faculty could allow students to take finals
- L. Norris – logistics issues are a concern
- L. Levine – raised concerns with labs, possible additional hours, possible additional exams
- T. Maskulka – argued that this is probably a small percentage of students
- T. Stewart: all sister institutions have a policy similar to the one being suggested. Considered retention when suggesting this new policy

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- D. Johnson - Spoke to P. Quinn who stated this is not an APSCUF issue
- J. Lizza: is there data to support that this might be a logistical issue
- A. Cordner – do the other institutions have a make up slot allocated for makeup exams?
- L. Norris – in favor of a 4th slot for makeup
- L. Frye – focus on higher number classes
- R. Schaeffer – editorial changes in wording on document
- Motion made by J. Delle, 2nd by A. Cordner - table the vote until committee can provide more data - motion to table failed
- C. Vargas – spoke in favor of passing the policy today. This is an example of what an institution means when they say it is a student centered institution. Also, data to gather information without actually implementing policy is difficult.
- R. Smith – editing
- Motion made by T. Walsh Coates, 2nd by L. Frye – call the question motion passed
- Called for a vote in favor 23 against 6 policy passed, M. LeBosse - abstention

IX. Academic Technology Committee – L. Frye

- Question: C. Delphus – with a single sign on how do you sign off

X. Academic Standards and Policies – K. Danielson

A. Discussion:

- Policy on NCAA – Kutztown is out of compliance
- G. Bamberger – against - we need a clear understanding of academic standing – believes it does not exist on campus
- K. Danielson - response – warning and probation are in disagreement. The changes proposed make KU in compliance
- M. Hughes – agree – we do need to specify what good academic standing is for all students: 2.0
- L. Norris – should read 2.0 after 24 academic credits
- Motion was made by L. Frye, 2nd by T. Walsh Coates – add language: definition of good academic standing: a student is in good academic standing if he or she has a GPA of 2.00 or higher
- R.L. Smith – what is the policy/status of second semester freshman below 2.0
- M. Hughes – if a second semester freshman does not have 2.0 they are warned but still in good academic standing
- L. Norris – amending the amendment – add upon completion of 24 credit hours vote: not passed

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- C. Vargas: change 2.0 to 2.00
- Motion was made by R. Schaeffer, 2nd by R. Smith– move statement to key words and phrases vote: favor
- Vote on L. Frye’s motion to add statement – vote: 1 nay, no abstentions
- R.L. Smith – amendment to strike no second
- L. Frye , N. Imbesi second – 20 yes, 6 no

B. Vote:

- Main motion passed - 16 yes, 11 no

XI. Motion made by A. Kirshman to adjourn meeting, 2nd by M. Sims – Meeting was adjourned at 5:59pm