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Senate Minutes

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NOVEMBER 3, 2016
ACADEMIC FORUM 102

Present: ; A. Arnold, D. Aruscavage, K. Rauch (sub for D. Beougher), K. Bremer, M. Cardozo, A. Christman, K. Clair, J. Conahan, A. Corder, C. DeMarco, S. Dewey, S. Doll-Myers, R. Flatley, A. Fu, M. Gallagher, J. Garcia, M. Gober, K. Hawkinson, K. Hudak, D. Immel, D.A. Johnson, E. Cripe (sub for D.B. Johnson), M. Johnston, M. Vaughan (sub for Y. Kim), B. Kronenthal, D. Lea, L. Levine, J. Lizza, M. Maksy, G. Muugi, L. Norris, R. Perkins, A. Pfeiler-Wunder, V. Reidout, W. Rogers, J. Ronan, M. Scheuing, J. Schlegel, C. Shim, R.L. Smith, S. Tracy, J. Van Wyk, A. Vogel, C. Walck, T. Williams, T. Wong

Absent: M. Gober, L. Irving, E. Johnson, A. Morris, B. Sharkin, A. Zayaitz

Guests: M. Delaney, L. Grabowski, W. Hilton, J. Lanter, M. Geaney, J. Silberman, M. Stefancin, C. Wells, T. Witryk

I. Call to Order

University Senate President J. Schlegel called the meeting to order at 4:02 PM.

II. Announcements – J. Schlegel

A. Valor Clinic and KU Veterans Awareness Week: M. Stefancin

J. Schlegel reminded Senators of the Valor Clinic Foundation's drive for Homeless Veterans by the Military Club and Epsilon Sigma Alpha.

M. Stefancin: Outlined the numerous events for Veterans Awareness Week at KU, Nov. 7-12, including Red Button Day and screening of *Restrepo*. Donations for the Valor Clinic drive will be taken at the football game dedicated to Vets, Nov. 5.

He noted the importance of addressing transition issues particular to Veterans as they adjust to campus life.

J. Schlegel: T. Brown, Coordinator of Veterans Services, is herself actively deployed for the year.

B. Fall Election for Committees: L. Norris

Senate ran two elections as holdovers from Spring: The representative for CVPA to the Grade Appeal Advisory Board is D. Immel. K. Stanfa was elected as CoE representative to the Strategic Planning and Resources Committee.

III. Approval of Agenda – J. Schlegel

Two presenters are unable to attend to address two items under New Business, so the Agenda needs to be amended. J. Schlegel asked for a motion to strike items VI A B (ACA-031 and ACA-054) from the Agenda. M. Maksy made the motion; second L. Norris. Discussion.

A. Arnold: Are these timely matters?

J. Schlegel: They will be on the December agenda; best to enact for Spring 2017.

A. Arnold: Called the question. Motion to amend approved unanimously.

IV. Approval of the Minutes – J. Schlegel

Substantive corrections to the Sept. 8, 2016 minutes? None. Minutes approved.

V. Old Business

A. Athletic Policies and Programs Committee (APPC) Bylaws - J. Ronan, J. Lanter

The Proposed bylaws had been returned for revision; revised version supplied to Senators.

J. Lanter provided rationales for revisions:

1. Roberts Rules issue: APPC had followed standard bylaws language; they are now streamlined, per Senate recommendation.
2. Proposed Membership: reflects NCAA policy that such a committee have a faculty majority. Two non-faculty positions no longer exist and had been removed. Replacing them with non-faculty would put faculty in minority; committee would then violate NCAA policy.

J. Ronan: Committee on Committees (CoC) moves to approve the bylaws as amended.
Discussion.

K. Bremer: Section III B: attendance requirements: removal from committee with two absences from meetings seems punitive.

J. Schlegel: This is a NCAA compliance issue.

E. Cripe: Other committees have a similar policy.

Motion to approve bylaws as amended approved unanimously.

VI. New Business

A. Fall Appointments Update - J. Ronan, Chair, CoC

CoC moves to approve committee appointments from Fall Willingness to Serve. 58 applied for 28 positions; 9 positions had no volunteers. However, 27 of 28 positions were filled. The last is an alternate Administrator to serve on the Research Committee. J. Ronan showed appointments to be approved.

J. Schlegel: Discussion or debate? None. Appointments approved unanimously.

VII. President, Committee Task Force Reports

A. Senate President's Report – J. Schlegel

1. December Senate meeting: will have a number of significant policy revisions for consideration. Likely: ACA-031/054 (removed from today's agenda); final assessment; and perhaps attendance. Most importantly, Senate will approve candidates for graduation.

2. Senators are encouraged to communicate with Senate leadership. Email senate@kutztown.edu. Senate committees are encouraged to provide minutes from meetings to Senate Management Technician, Mary Bononno (bononno@kutztown.edu), who will upload them to the Senate page.

3. Due to the Thanksgiving holiday, items for the December meeting will be uploaded Tuesday Nov. 22, so all items will be available at least one week before the meeting.

B. Senate Vice President's Report – J. Ronan

No report.

C. University President's Report – K. Hawkinson

K. Hawkinson stressed budget challenges and a commitment to open communication. The Checklist of progress on his Initiatives will be updated on the KU website soon.

1. Budget:

a. Moody's has moved PASSHE from stable to negative status. KU was singled out. This downgrade means higher interest rates on loans to PASSHE schools.

b. Continued lower enrollments have caused great revenue losses. KU faces a six million dollar shortfall.

c. Budget Initiatives: Some will be funded as planned but a revised budget will be presented to Council of Trustees in December. Senate will be updated in February.

K. Clair: In such past situations, KU has moved to austerity measures; freezing lines and negative budgets. Is KU at that point?

K. Hawkinson: More will be known with final numbers. There are variables:

1. State Appropriation: Governor and Board of Governors are both advocating for more funding.

2. Tuition: System-wide, increase was 2.5%; at KU, only 1.7% due to PASSHE funding formula. Smaller schools get more; larger schools less.

J. Silberman: also noted greater loss of tuition revenue as enrollments decline.

3. Positives for next year: restored position of VP of Enrollment Management and a variety of recruitment and retention efforts should help grow student population.

K. Hawkinson noted that KU is among the stronger universities in the System.

d. Support of some Strategic Initiatives: funds will be from Gainsaving Program and Reserve.

e. Hiring: will be very select for tenure track positions. Given the budget uncertainties, KU can't make such long-term monetary commitments except in essential areas.

Questions:

L. Norris: Did Moody downgrade PASSHE and also KU?

K. Hawkinson: PASSHE was downgraded. KU was singled out because of a separate debt, the Foundation's bond on Golden Bear Village South, although it secured a lower interest rate.

A. Cordner: When will we know about open tenure lines?

K. Hawkinson: Need better idea of cost; J. Silberman's office is working on this; also recommendations of Provost. No firm date but soon.

K. Clair: Is Golden Bear Village South (GBVS) paid for by the University or Foundation?

K. Hawkinson: The Foundation; however, Moody's includes KU as collateral on the bond and therefore singled out the University in its report. Overtime, GBVS will generate revenue.

J. Silberman: KU and Foundation are separate, but Moody's doesn't make that distinction.

D. Student Government Board (SGB) Report – M. Gallagher

1. SGB hosted a Major Day for Exploratory ["undeclared"] students, with representatives from programs across campus.

2. An open forum for students about the Student Bill of Rights is upcoming.

3. SGB will hold mid-year elections for officer positions Nov. 14.

Questions:

J. Schlegel: Has SGB done anything for students regarding the APSCUF strike?

M. Gallagher: SGB hosted an event for student support. Students registered little in the way of concerns or complaints.

J. Lizza: Major day is a great idea, but he found it not well attended by program representatives and suggested more coordination with Deans and departments, as well as advertising, to make the most of events like this.

M. Gallagher: SGB intends this event to occur each semester.

E. Nominations Committee Report - A. Christman

A. Christman noted that nomination forms for Senate President and Secretary had been emailed to Senate membership; only one form has been returned so far. Nominations (of self or another) are due Nov. 15. Elections will be held at the December meeting.

F. Strategic Initiatives Budget Update - J. Silberman/M. Delaney

J. Silberman, VP of Administration and Finance, introduced M. Delaney, Acting Assistant VP for Administration & Finance, for this presentation. He noted that budget restraints have caused reduced personnel, therefore slower pace in completing responsibilities.

M. Delaney: Explained the essentials of KU's budgeting process and priorities, accessible here: <https://www3.kutztown.edu/webshare/senate/NewBudgetProcessUpdateSENATE110316.pdf>

He highlighted three aspects of KU's budgeting, with its new bottom-up emphasis: Strategic Initiative

Requests, Gainsharing with Justification, and Education/General Funding (E/G) Base Budget Requests

1. Strategic Initiatives: Are bottom up, starting with individuals. These are one-time requests and must align with KU's Strategic Initiatives. They are prioritized at Division level and then Budget Office. However, Cabinet reviews all requests. This year, 105 requests were made; 49 funded.

2. Gainsharing: only affects accounts over \$5,000. At end of fiscal year, 50% remains with department or unit; 50% returned to E/G. However, with justification aligned with University Strategic Plan, up to 100% of remaining budget can be carried over to new fiscal year. Dept. deadline was 9/30.

3. E/G Base Budget Requests: now start at the department level; from Faculty to Chair, Dean to Cabinet.

Budgetary Issues: Given current budget, funding of Strategic Initiatives and/or E/G Base Budgets must occur from reallocation of funds, even across colleges.

K. Hawkinson: noted as an example that new programs need new positions which must be funded.

J. Schlegel: Thanked M. Delaney and J. Silberman, noting this is a great move toward transparency.

For those whose Strategic Initiative was not funded, is there feedback?

J. Silberman: All Initiatives were good ones; funded to degree they followed KU's Strategic Plan.

Regardless of priority, all 105 were presented to Cabinet.

K. Hawkinson: Noted the importance of advocating Initiatives with Chairs and Deans. All proposals are prioritized, not approved/disapproved. All projects go forward to ensure nothing is overlooked.

Discussion:

J. Lizza: What's the connection between Initiatives and hiring?

M. Delaney: An impact is possible.

K. Hawkinson: are geared to new positions tied to new programs/new initiatives.

K. Clair: How are these funded?

M. Delaney: Central Fund, previously known as "breakage" from open positions. One-time funds are reallocated.

M. Maksy: Is there a freeze on replacing retirements/resignations? Increased temporary hires violate CBA and erode quality, further reducing enrollment/retention of students.

K. Hawkinson: No hiring freeze university wide. Essential faculty positions must be filled. KU currently has 80% full time/permanent faculty; 20% temporary, under the 25% CBA cap.

M. Geaney: Although temporary faculty won't be as involved, their quality as educators is not necessarily less.

J. Schlegel: KU must lobby the PA legislature as a university; all of us as a unit, not divided by CBA, faculty/staff/administration. We have a collective story, and a collective community.

VIII. As May Arise

None.

IX. Adjournment:

As there was no further business, J. Schlegel adjourned the meeting at 5:26 PM.

Respectfully submitted:

L. Norris

Secretary, University Senate