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Senate Minutes

Kutztown University Senate

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Fall 10-4-2007

### **Senate Minutes 10-4-07**

Kutztown University of Pennsylvania

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**KUTZTOWN UNIVERSITY**  
**Minutes of the University Senate**

**Room 223, McFarland Student Union Building**  
**Thursday, October 4, 2007**

M. Sanelli called the meeting to order at 4:02 p.m.

Present: Bobbie Berry, Ed Christian, Raymond Dalfonso for Loline Saras, James Delle, Camille DeMarco, Mike Demetor, Patricia Derr, William Donner, Diane Fegely, Rosemary Fliszar for Ilene Prokup, Lisa Frye (Secretary), James Hall, Jo Cohen Hamilton, Gregory Hanson, Ted Hickman, Kristine Killingsworth, Keith Logan, Mark Mahosky, Susan Mangold, Elaine Mara, Robert Martin, John McAndrew, James McNiff, George Paterno, Sylvia Pham, Paula Plageman for JoAnn Mackesy, Dennis Rains, John Riley, Charles Roth, Robert Ryan, Trucilla Sabatino, Christopher Sacchi, Maria Sanelli, Steve Schnell, Judith Smith (Vice-President), Heather Thomas, Carlos Vargas-Aburto, Madan Varma, Rhonda Wall, Anke Walz, and Barth Yeboah.

Absent: Len Barish, Deborah Barlieb, Kate Clair, Jack Entriiken, Kathy Hartman, Roger Hibbs, James Hvidding, Joe Lippincott, Paul Sable, and David Wagaman.

Also in Attendance: President Cevallos, Mike Gambone, Bashar Hanna, Swetha Kethineni, Fred McCoy, Jerry Silberman, Dan Spiegel, and Carole Wells.

I. Announcements

M. Sanelli, University Senate President, announced that the next University Senate Meeting will be held on Thursday, November 1, in the Boehm Science Building Lecture Hall, Room 261.

President Cevallos announced that safety issues are a top priority of the university and the town. There will be a Town Gown Meeting tonight at 7:00 p.m. at the Trinity Lutheran Church on West Main Street. There will also be a Public Safety Forum hosted by the Student Government Board on Tuesday, October 16, at 11:00 a.m. in the Academic Forum Room 102. All are encouraged to attend.

President Cevallos just heard from Harrisburg regarding the Performance Funding for the upcoming year. It has been increased to 3.5 million dollars, \$400,000.00 more than last year.

M. Sanelli introduced the Graduate Assistant, Swetha Kethineni, who will be working for the University Senate Office this academic year.

II. Approval of the Agenda

M. Varma moved, T. Hickman seconded, to approve the Agenda. The motion passed.

III. Approval of the Minutes

J. Hamilton moved, R. Martin seconded, to approve the Minutes of the September 6, 2007 meeting. G. Paterno noted a correction on page 2, last paragraph, which should read "that the Chancellor's Office (Sytec) would like to see" instead of "that Chancellor Hample would like to see." Under VI. Section A, first paragraph, in the second sentence it should read "which may have contributed to KU dropping from" instead of "which caused KU to drop." The minutes were approved as amended.

IV. Committee and Task Force Reports

A. Committee on Committees

J. Smith, Chair, announced that everyone should have received a sheet attached to the agenda to approve appointments to the Governance Committees that were selected by the Committee on Committees. P. Derr moved, seconded by J. McNiff, to approve the list of the Governance Committee appointees. The motion passed.

B. Strategic Planning & Resource Committee

M. Sanelli announced that the University Retreat was moved from October 2007 to January 7 and 8, 2008, so that all faculty members can participate.

C. Middle States Accreditation

C. Wells presented a report of the Middle States Accreditation Team. A proposed agenda was handed out for the preliminary October visit that will take place on Monday, October 29<sup>th</sup> and Tuesday, October 30<sup>th</sup>.

The function of Dr. Speert's visit is to determine whether or not we are prepared for the evaluation and reaccreditation by evaluating the Self-Study. The draft will be given to Dr. Cevallos by October 9.

T. Hickman questioned whether or not the complete draft is up on the website that has been periodically updated throughout this process. It will not be put on the website since it is just a rough draft.

C. Wells reminded everyone that the Middle States Appreciation Dinner will be held on Monday, October 15<sup>th</sup> for all that participated in the self-study. The Second Annual Assessment Symposium will be held Wednesday, April 16, 2008 in the Academic Forum and all are invited to attend. For updates see the Daily Brief, the website, or contact Carole Wells, Middle States Accreditation Chair.

V. Old Business

A. Senate President's Report after meeting with University and APSCUF President

M. Sanelli addressed the Senate on the motion that was made at the last Senate meeting regarding President Cevallos, Provost Vargas, the APSCUF President, and the Senate President meeting periodically. The first of these meetings took place. Some of the items discussed were the need for a General Education Reform, the need for the University Senate to be involved in the university governance structure, and the implementation of the plus-minus grading policy. These meetings will continue regularly and will include President Cevallos, Provost Vargas, the APSCUF President and Vice-President and the Senate President and Vice-President.

C. Roth asked if the meeting addressed when the three-prong governance structure changed. President Cevallos stated that KU has a unique governance structure and he hopes the monthly meetings established will help define KU's governance better. Dr. Gambone, APSCUF President, stated that faculty need involvement in decisions.

J. Hall stated that the Senate should be involved more in enrollment decisions that affect academics. President Cevallos responded that KU has reached its maximum enrollment due to the local geographic demographics.

J. Hall stated that the Senate should have a voice in budget decisions. President Cevallos responded that there is a budget review committee of the Strategic Planning Committee.

## B. Status of Budget Review Committee

Budget decentralization is going to occur with implementation beginning in the summer 2008. The administrators involved in the budget process are now considering how the implementation will occur. M. Sanelli asked for volunteers from Senate to be a part of this process. T. Hickman recommended that faculty members on the initial Budget Review Task Force volunteer since they have an understanding of what has taken place in the past two years while they were part of this discussion group. President Cevallos will be creating a presentation for faculty about budget decentralization.

## C. Early Childhood Center

Dr. Fred McCoy, Interim Dean of the College of Education, was here to speak to this issue. There are three areas that have been discussed by the Task Force along with administration, parents, and faculty that have direct contact with the ELC. These areas are: 1) tuition, 2) finding an alternative location for the ELC and 3) grant possibilities. A group of parents will be conducting some fund-raising for the ELC. A group is meeting with the KU foundation to look at possible funding opportunities through the foundation. J. Riley reported that at the ELC task force meeting in June, four grant opportunities were brought forward and they were told that the KU foundation would not support their application. J. Smith suggested that another possibility for funding is to ask faculty and staff for donations. M. Sanelli asked if there has been any attempt to connect with ELC alumni; this has been discussed with the foundation.

## D. Academic Technology Committee

D. Spiegel, Chair, spoke on behalf of the ATC. A copy of a Mission Statement and Bylaws will be sent to J. Smith, Chair of Committee on Committee, for approval.

The Acceptable Use Policy has been approved by ATC. It will be sent to the Senate for approval at the next Senate meeting. M. Sanelli asked for the ATC to bring forth a motion for approval of the AUP. T. Hickman suggested that faculty read the AUP closely as there are many important issues in this policy that need to be addressed.

D. Spiegel stated that a technology survey was disseminated to the faculty and he asked that all faculty respond.

D. Spiegel reported that E-mail listserves have been created for each department / major. More information will be sent to faculty regarding the use of these listserves.

## VI. New Business

### A. Safety Issues

J. Riley stated that many safety issues have risen since the fall semester began and like most institutions, KU tends to be reactionary when it comes to safety issues. Many secretaries and administrative assistants have requested the installation of panic buttons in their office. These requests have been denied yet some administrator offices have panic buttons. A summary from the Chronicle of Higher Education regarding suggestions in response to the Virginia Tech incident was distributed. J. Riley also stated that the Senate should receive a copy of the threat assessment on the Early Learning Center that the ELC task force requested.

J. Silberman stated there is currently a lot of discussion at KU regarding emergency preparedness.

R. Fliszar and S. Mangold both stated that KU must be careful not to implement anything that may violate laws, ADA compliance or counseling regulations regarding health, mental health and counseling issues.

J. Riley made a motion, seconded by P. Derr that reads:

***Panic buttons will be installed in all offices that have frequent public interaction with students or the outside public by fall 2009.***

L. Frye made a friendly amendment, accepted by J. Riley, to change it to read “public interaction” instead of “frequent public interaction”.

K. Killingsworth made a motion to include residence hall front desks. Seconded by E. Mara. Vote count was in favor: 10, opposed: 14, abstain: 3. Motion failed.

T. Hickman suggested that B. Mioskie attend a Senate meeting to discuss the effectiveness of panic buttons.

J. Hall made a motion to amend the original motion to say “panic buttons for all that request one”. J. Riley accepted the amendment.

S. Mangold asked for a call to the question. Seconded by P. Derr. The call to question passed.

The motion reads:

***Panic buttons will be installed in all areas that request one by fall 2009.***

The motion passed.

## VII. Adjournment

T. Hickman made a motion to adjourn the meeting, seconded by R. Fliszar. The motion passed and the meeting was adjourned at 6:03 p.m.

Signed:

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Dr. Maria Sanelli, President

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Lisa M. Frye, Secretary