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Senate Minutes

Kutztown University Senate

Fall 10-3-2013

Senate Minutes 10-3-13

Kutztown University of Pennsylvania

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Kutztown University
Kutztown, Pennsylvania

UNIVERSITY SENATE MINUTES

<http://www.kutztown.edu/admin/usenate>
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October 3, 2013

4:00 p.m.

ACADEMIC FORUM 101

PRESENT: D. Aruscavage, M. Assad (sub. C. Delphus), Dr. Cevallos, K. Clair, A. Cordner, C. Cotellese, J. Delle, C. DeWalt, L. Frye, K. Gardi, J. Gehringer, H. Hamlet, E. Hanna, J. Harasta, N. Imbesi, D. Immel, J. Jackson, D. Johnson, Y. Kim, A. Kirshman, J. Kremser, D. Lea, M. LeBosse, S. Lem, L. Levine, J. Jedwab (sub. J. Lizza), B. McCree, T. McNally, C. Nordlund, L. Norris, K. Prock, A. Rodriguez, L. Scappaticci, R. Schaeffer, J. Schlegel, M. Sims, R. Smith, C. Vargas, P. Walsh-Coates

ABSENT: C. Bloh, F. Cortez-Funk, C. Delphus, R. Gross, L. Irving, J. Lizza, T. Maskulka, J. Ronan, R. Sacco, G. Schaper, M. Weller

GUESTS ATTENDING: C. Wells, M. Hughes, G. Clary, T. Reidenhour, A. Zayaitz, T. Stewart, B. Bateman

- I. Call to Order 4 PM
- II. Announcements - Willingness to serve is open, new climate task force: all close Friday, October 4th
- III. Approval of the Agenda – change in the agenda – add posthumous degree for Jean May Shapcott – Approval of agenda - no objection
- IV. Approval of the Minutes from September 5, 2013 – A. Cordner, motion for approval, R. Smith second
- V. President, Committee and Task Force Reports
 - A. University Senate President’s Report – D. Johnson
 1. Nominating Committee
University Senate appoints the committee to handle representing students is N. Imbesi, A. Kirshman representing administration & R. Smith representing faculty
 2. Calendar Committee
Administrative Council, D. Johnson is University Senate representative on that committee, D. Johnson stated there is not a policy on the

number of final exams a student must take. Thus, a new Task Force is being appointed by University Senate President Johnson.

The purpose of the Task Force is to look at the issue of three or four final exams on the same day. Question: Must students take all four, or is there a rescheduling after two or three? If rescheduling, how do students notify instructors? If notified, do instructors decide which exam or the student or both? Initial report to University Senate in November and recommendations (if any) to Academic Standards and Policies in early November. Academic Standards and Policies recommending any changes by the December University Senate Meeting. This will affect 2014 calendar year. Academic Standards and Policy Committee will report to University Senate no later than the November University Senate Meeting (2014) of any revisions to this potential Final Exam Policy. Members are; T. Stewart, chair, L. Frye, and C. Wells.

1. C. Vargas – suggested since Registrar is doing all the scheduling, they should have a close communication with the Task Force. D. Johnson has limited it to Senators.
2. N. Imbesi – will the task force have say on the calendar? D. Johnson – no, only speaking to the policy of three or more exams on one day.
3. R. Schaeffer – can we get a copy of the Council of President’s recommendation? - Dr. Cevallos replied, yes.
4. J. Delle – sits on Administrative Council, stated the policy has an open block for makeup tests. Structurally there is a place for make up exams.

B. Committee on Committees Report – J. Schlegel

1. 39-40 people submitted for willingness, another reminder in the daily brief, KUnited appointments will be made in a timely manner and goal is to have a vote at the November University Senate meeting .

C. Library Committee Revision

1. Committee has worked hard to revise missions and bylaws. Main changes: revised operational rules, added persons who would serve on the committee including a graduate student representative.

CoC worked with them on the revisions.

Open for discussion on the changes – unanimously approved by University Senate.

D. Comments from Dr. Cevallos

1. Base budget cuts will be made – retention and recruitment is the goal. One more year without retrenchment.

Questions:

D. Johnson – California reported that they had a surplus at the end of the year. Dr. Cevallos could not comment on California’s budget – they did receive 1.5 million surplus from PASSHE.

L. Norris – WCU was one of the few schools that grew but got less appropriations – Dr. Cevallos - stop loss measure gave up money from appropriations because their enrollment is up.

K. Clair - students moving off campus once turning 21 because of non-alcohol policy.

Dr. Cevallos – has been brought up in discussions – PASSHE policy prohibits alcohol on campus.

J. Schlegel - Questions on how much the tobacco policy is enforced
Dr. Cevallos – policy is enforced but there is a limited number of people who are available to enforce laws.

C. Dewalt – what is the possibility of designated spots on campus
Dr. Cevallos – has been discussed, it is not in the master plan but is open to discussion.

E. Center for the Enhancement of Teaching – G. Clary

1. Gil is now director for the Center for the Enhancement of Teaching and hosting “Conversations on the Scholarship of Teaching and Learning”. He is hoping to grow the program and update the website and provide research through e-reserve.

Question – comm design will there be notification to the faculty and link posted to CET.

VI. Old Business

A. Committee Elections Senate

1. Enrollment Management Committee – L. Irving will serve
2. Space Allocation Committee – K. Gardi will serve

VII. New Business

A. Posthumous Degree to Jean May Shapcott motion made by J. Gehringer, second J. Jackson – Motion passed unanimously

B. 2013-2014 Faculty Handbook – C. Wells

- will be electronic
- hyperlinks to policies and websites
- hoping that as faculty uses the website faculty will update Provost's Office regarding issues/concerns
- will only be e-format? – C. Wells said, yes to keep hyperlinks and information current.
- why password protected? – C. Wells said, we will see if it can be open to everyone.

C. Governance Summit Discussion – B. Bateman

* Variation on the Committee of the Whole – discussion on Senate organization

* Cancel Governance Summit on October 14th and have periodic discussions with guest speakers on various types of structures. Four models to consider:

1. Keep Senate structure as it exists
2. Completely overhaul of Senate governance structure
3. Faculty only Senate
4. Combination of Administrative Council & Senate – “superstructure”

* Bill Bateman, Professor Emeritus, invited to speak to Senate on the history and development of the current Senate structure

VIII. As May Arise - Adjournment at 5:30pm