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Senate Minutes

Kutztown University Senate

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KUTZTOWN UNIVERSITY
Minutes of the University Senate

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

M. Sanelli called the meeting to order at 4:04 p.m.

Present: Len Barish, Deborah Barlieb, Christopher Bloh for Loline Saras, Ed Christian, Kate Clair, James Delle, Camille DeMarco, Mike Demeter, William Donner, Jack Enriken, Rosemary Fliszar for Ilene Prokup, Lisa Frye (Secretary), Bruce Gottschall for Ted Hickman, James Hall, Gregory Hanson, Kathy Hartman, Joe Lippincott, Keith Logan, Mark Mahosky, Susan Mangold, Robert Martin, Matthew McDonnell, James McNiff, George Paterno, Sylvia Pham, Paula Plageman for JoAnn Mackesy, Dennis Rains, John Riley, David Rogers for Rhonda Wall, Charles Roth, Trucilla Sabatino, Christopher Sacchi, Maria Sanelli, Steve Schnell, Lisa Schroeder for Diane Fegely, Judith Smith (Vice-President), Heather Thomas, Carlos Vargas-Aburto, Madan Varma, Anke Walz, Lee Weyant for Roger Hibbs, and Barth Yeboah.

Absent: Bobbie Berry, Patricia Derr, Jo Hamilton, James Hvidding, John McAndrew, Robert Ryan, Paul Sable, and David Wagaman.

Also in Attendance: Paul Ache, Lynold McGhee, Natalie Snow, and Carole Wells.

I. Announcements

A. Introduction of the University Senate Members

M. Sanelli, University Senate President, asked that all University Senate members introduce themselves.

B. Senate Meeting Dates

M. Sanelli announced the Senate meeting dates for the upcoming year. This information was E-mailed to all Senate members.

C. Budget Review Committee

M. Sanelli reported that President Cevallos stated that budget decentralization is proceeding and will be implemented in the summer 2008. The web site containing additional information is <http://www.kutztown.edu/committees/brc/index.shtml>.

II. Approval of the Agenda

M. Varma moved, J. Riley seconded, to approve the Agenda. The motion passed.

III. Approval of the Minutes

J. Lippincott moved, B. Gottschall seconded, to approve the Minutes of the May 3, 2007 meeting. The motion passed.

IV. Committee and Task Force Reports

A. Committee on Committees

J. Smith, Chair, announced that there is an opening for a University Senate Representative on the Center for the Enhancement of Teaching Advisory Board. She then asked for any volunteers to serve on this committee. There being none, an email will be sent to all Senate members asking for a volunteer to serve.

J. Smith announced that all the Governance Committees should have received an email asking them to call to order their first meeting of the semester in the next few weeks. Along

with holding the meetings, the Committee on Committees would like the latest Mission Statement & Bylaws for each committee as well as the latest meeting minutes. These can be sent to Lisa Dietrich in the Senate Office.

B. Strategic Planning & Resource Committee

P. Ache reported for D. Benson. The main focus for the coming year will be to begin the Strategic Planning & Resource Process again. The first meeting is scheduled for Friday, September 14th, at which time officers will be elected.

V. Old Business

A. Academic Forum Status

Provost Vargas reported that the Deans have been asked to work with the department chairs to evaluate and redefine what courses should be taught in the AF.

K. Clair, member of the Ad-Hoc Committee for the Academic Forum, gave a final report. There was some discussion on how teaching in the AF will affect the PASSHE Performance Indicators with specific evaluations being done to compare student learning outcomes between classes taught in the AF and other classes. There was also discussion on rotating the classes that were being taught in the AF. There was discussion about how large classes may affect programs going for accreditation. Another discussion centered around if there would be a way that when students are registering on line for their courses that would prevent students, particularly freshmen, from registering for too many large classes in one semester. There was also discussion about seeing how other universities handle large classes.

M. Sanelli reported that the statistics gathering and analysis of large class impact was turned over to the Enrollment Management Committee, which would report its findings to Senate.

B. Printing Policy

Provost Vargas, D. Spiegel (ATC chair), and R. Zera have met and discussed the printing policy. Data will be collected this semester and discussion on the printing policy will continue at the Academic Technology Committee (ATC) meetings this semester.

C. Middle States Accreditation

C. Wells spoke on the status of Middle States accreditation and distributed two handouts to all Senate members (the current status of Middle States at KU and the evaluation team roster). The evaluation team was selected by Middle States and approved by President Cevallos. The substantive draft of the Middle States Self-Study Report must be given to Dr. Arnold Speert (chief of evaluation team) by October 12, 2007. The evaluation team will be on campus October 29 – 30, 2007 for a preliminary visit. There will be another evaluation team Visit March 20 – April 2, 2008. Professor Joanne Emge of the English Department will edit the Self-Study Report.

There will be updates on the status of Middle States accreditation in the Daily Brief. There will be an appreciation dinner on October 15, 2007 for all faculty members that have participated in the planning stages of the Middle States Self-Study. Please also note that the Second Annual Assessment Symposium will be held in April 2008.

D. Commonalities Status

There was a Joint Committee formed between APSCUF and the University Senate to look at the Commonalities Document. G. Paterno stated that there is a number of administrative student record keeping processes at each of the fourteen state schools that the Chancellor's Office would like to see standardized as part of the SAP Implementation Process. This document was a list of what PASSHE considered the best practices or the most common at the fourteen schools. M. Sanelli reported that President Cevallos stated that this document is moving forward at the PASSHE level. After discussing this with Dr. Gambone, APSCUF President, M. Sanelli was informed that parts of the document are being grieved by APSCUF.

VI. New Business

A. KU Tier Ranking

Lynold McGhee, Institutional Research, reported on the KU tier ranking in U.S. News & World Report since his office gathers and reports that necessary data. Data was incorrectly reported to U.S. News & World Report for the 2006-2007 academic year, which may have contributed to KU dropping from a Tier 3 school to a Tier 4 school ranking. The data that was incorrectly reported was the percentage of class sizes with 20 or less students and class sizes with 50 or more students in them. Class sizes of 20 or less was reported by the university as 13%, with the correct number being 23%; and class sizes with 50 or more was reported at 10% and it should have been 9%. Correct data was reported to and received by U.S. News & World Report. They will correct KU's ranking on the web site (the hard copy has already been printed) and will contact the university when it is corrected.

L. McGhee stated that the data collected does not include independent study, independent instruction, most labs (labs with no credits associated with it), internships, student teaching, and study abroad. Undergraduate and graduate classes are reported separately. Data is reported as of the "freeze date", which is the 15th day of classes.

In the report from U.S. News & World Report, the percent of full-time faculty was reported at 97% but this data was reported correctly by KU at 90%.

L. McGhee stated that in the future his department will incorporate a three-part check to prevent incorrect reporting from happening again.

There was some discussion on whether or not the university should continue to participate in the ranking system or look at other alternatives that might be more beneficial for the university. L. McGhee is looking into alternatives and President Cevallos will make the final decision. Data was correctly reported to the College Board and the Princeton Review.

B. General Education Revision

No report at this time.

C. Early Learning Center

M. Gambone stated that there was a task force formed by President Cevallos but they have not met since June. Faculty and parents held a meeting where they came up with 5 funding proposals, which were presented to the administration. B. Mioske is on the task force and has been asked to give a threat assessment on the ELC. Provost Vargas reported that alternative locations are currently being explored but there has been no decision made at this time.

Discussion followed on the governance structure and administration pushing new policies, buildings, etc. without involving this governance structure. W. Donnor made a motion, seconded by Kate Clair. The motion is:

President Cevallos, Dr. Vargas, Dr. Gambone, and Dr. Sanelli will meet to discuss how to have better communication within the governance structure.

The motion passed.

VII. Adjournment

B. Gottschall moved, A. Walz seconded, to adjourn the meeting. The motion passed and the meeting was adjourned at 5:29 p.m.

Signed:

Dr. Maria Sanelli, President

Lisa M. Frye, Secretary

ljd