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Senate Minutes

Kutztown University Senate

Spring 4-30-2015

Senate Minutes 4-30-15

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Kutztown University Kutztown, Pennsylvania
UNIVERSITY SENATE MINUTES

<http://www2.kutztown.edu/about-ku/administration/university-senate.htm>

April 30, 2015 – 4:00pm
ACADEMIC FORUM 101

Present: D. Aruscavage, C. Bloh, L. Brandt, K. McCloskey (sub. S. Doll-Myers), L. Frye, K. Gardi, J. Gehringer, K. Gupta (sub. M. Maksy), H. Hamlet, E. Hanna, J. Harasta, J. Jedwab, D. Johnson, M. Johnston, R. Kaplan, Y. Kim, A. Kirshman, J. Kremser, D. Lea, M. Le Bosse, L. Levine, S. Mangold, B. McCree, P. McLoughlin, T. McNally, J. Metcalf, A. Milevsky, A. Morris, L. Norris, R. Portada, J. Quezada, P. Dewey (sub. A. Rodriguez), J. Ronan, J. Schlegel, J. Scoboria, B. Sharkin, P. Walsh Coates, T. Williams, A. Zayaitz

Absent: A. Cordner, F. Cortez Funk, M. Gober, L. Irving, M. Radyk, L. Scappaticci, M. Sims, C. Vargas

Guests: R.L. Smith, J. Cohen Hamilton, S. Lem, A. Fu, P. Ache, D. Beougher, L. Cassellia, J. Schearer, B. Penny, B. Bateman

I. Call to Order

Senate President D. Johnson called the meeting to order at 4:06 PM after light refreshments at 3:30 PM.

II. Announcements – D. Johnson

No Announcements.

III. Approval of the Agenda

D. Johnson recommended amending the agenda to move the awards section; approved.

IV. Approval of the Minutes from April 2, 2015

P. Walsh Coates moved to approve the minutes of the April 2 2015 meeting; J. Metcalf seconded. Minutes approved.

V. Old Business

A. None.

VI. New Business

A. Approval of Graduates for May 2015. D. Johnson

A. Kirshman moved to approve all candidates for graduation in May 2015 pending successful completion of coursework; second J. Ronan. Approved unanimously.

B. Awards. D. Johnson

1. Personal Service Award.

D. Johnson introduced a new Senate award named in honor of faculty emeritus and former Senator Bill Bateman and our esteemed late Senator Randy Schaeffer in honor of their career-long outstanding service to the University.

C. Vargas was awarded for his service with the Senate as Provost, with a painting by Professor emeritus Dennis Johnson.

L. Cassellia was awarded for her outstanding service on behalf of students with a book, *We Dig Worms*, illustrated by Professor Kevin McCloskey.

2. D. Johnson thanked all Senators whose terms are expiring.

C. Academic Standards & Policy Motion: ACA-034 Individualized Instruction – D. Johnson

Senate Executive recommends approval of policy revision section II.D.5. Discussion; no representative from ASP was present to address questions. Motion approved, with one abstention. Senate returns policy to ASP with strong recommendation to reconsider items II.D. 2, 3, and 4 in light of impact on students, particularly transfers.

D. Institutional Climate Committee (ICC): Motion for Ombudsperson – J. Cohen Hamilton

J. Cohen Hamilton asked Senate to recommend ICC's motion to reinstate the Ombudsperson position. Senate Executive recommends.

Back ground: previously a voluntary position. No specific information defining the role at KU exists; actual structure and processes to be determined.

A. Zayaitz: originally ¼ release time. Ombudsperson position was for students; not faculty or staff.

D. Johnson: third parties have been addressing student issues, such as the Associate Deans and S. Mangold as Student Assistance Coordinator.

J. Schlegel to the student Senators: where would you go? L Brandt: Many students are intimidated; a neutral party would be good. J. Quezada agreed. J. Scoboria agreed; neutral parties do exist but students are unaware or fearful.

S. Mangold: stated that as described, her position is essentially that of an Ombudsperson; records are centralized and confidential. Referrals to other appropriate staff members are also made.

B. McCree: Overwhelming need for a neutral party for staff has been identified; there is none.

L. Brandt motioned to table the motion; second R. Kaplan. Motion failed.

Senate Executive recommendation to endorse the recommendation of the ICC to reinstate the position of Ombudsperson passes. Senate will recommend the reinstatement to incoming President Hawkinson.

E. Strategic Plan Endorsement – P. Ache, Strategic Planning and Resources (SPRC)

P. Ache presented Senate with the draft of a revised strategic plan. Revision was to be presented to the KU Board of Trustees in June. SPRC would rather wait until incoming president Hawkinson can be involved.

P. Ache asked that Senate not endorse the draft, but SPRC asks for faculty feedback on the current draft.

Presidential Transition Team has input from SPRC.

D. Johnson: encouraged input to P. Ache and SPRC; Senators should let constituents know.

VII. President, Committee, Task Force Reports

A. Senate President's Report – D. Johnson

1. Academic Standards and Policy will be revising several policies over the summer.

2. Per Credit Tuition Model: on hold

3. Course Renumbering: on hold

4. Senate accomplishments, 2011-15: The list can be found here:

<http://www2.kutztown.edu/about-ku/administration/university-senate/ad-hoc-task-forces-and-links.htm>

B. Senate Vice President's Report – J. Schlegel, Chair, Committee on Committees (CoC)

1. Replacement positions for A. Zayaitz who now fills Provost positions on committees

D. Beougher, Commission on Human Diversity

M. Geaney, International Affairs Committee

2. Fall Willingness to serve will go out for open positions left open from Spring elections and turnover.

3. CoC highlights: special appointments to Faculty/Staff Retention Task Force
International Affairs Committee: new mission and bylaws
University Conduct Board and Student Faculty Review Board now report to Dean of Students
Met with chairs of university committees for reporting structure, membership, mission, by-laws,
and end of year letters on quality of service for members

4. Fall 2015: Undergraduate Exceptions and Graduate Exceptions Committees will present mission and by-laws revisions

.....5. J. Schlegel acknowledged outgoing Senate President D. Johnson for his tireless commitment and many accomplishments during his tenure. He was presented with a gift in appreciation of his outstanding service.

C. Senate Secretary's Report – L. Norris

....No report.

D. Student Government Board Report – J. Scoboria

1. Accepted Student Day was a great success
2. J. Scoboria has been re-elected as President of SGB
3. J. Scoboria was named to the Presidential Transition Team as SGB President

E. Acting President's Report – C. Vargas

No report.

F. Budget Discussion – J. Silberman

Access the budget presentation of April 15, 2015 and other budget information here:

<http://www2.kutztown.edu/news-and-media/announcements/budget.htm>

M. Delaney and B. Penny answered questions and provided additional information.

B. Penny: The model for creating a budget is being changed. Provisions for personnel moved from 100 to 98% due to division reductions and vacant positions.

5-7 year plan for Health Center budget; will be removed from E and G budget as of July 1.

.....M. Delaney: Among other information, KU has \$50 million in unrestricted cash reserves.

B. Penny: The problem is structural and must be addressed.

G. Connections Update – L. Grabowski

Connections report is available here:

<https://www3.kutztown.edu/webshare/senate/ConnectionsForSenate.pdf>

Students chose "Capture the Moment" as this year's Orientation theme. 15 one-day Orientation days, June 1-25.

.....New: partnering with CASA, one orientation activity is for students to set two goals. Advisors should check in early with freshmen advisees and at course advisement, and ask about their progress toward these goals.

H. Faculty/Staff Retention Task Force Report – S. Lem

The Report is available here:

<https://www3.kutztown.edu/webshare/senate/FacultyStaffRetentionReportForSenate.pdf>

In the last 5 years, about 8% of faculty have left KU: about 23% of Staff.

From exit interviews, about 72% leave KU voluntarily
.....The Task Force will be compiling Best Practices for retention
.....The university community is encouraged to contact S. Lem with any issues pertaining to retention.

I. Strategic Planning and Resources Transition Update – P.Ache
See VI. E., above.

J. Academic Technology Committee Update – M. Freed for M. Sims
The Report is available here:

<https://www3.kutztown.edu/webshare/senate/ATCReportForSenate.pdf>

.....The ATC unanimously endorsed the purchase of Media site, joining a PASSHE Consortium. Unlimited secure storage for video capture from computer desktop, laptop, tablet or phone.

K. Co-Curricular Transcript – L. Cassellia
The Report is available here:

<https://www3.kutztown.edu/webshare/senate/CocurricularRecordInitiative.pdf>

.....L. Cassellia outlined the benefits of students using the Co-Curricular Record through KUnited. Students can keep a complete record of their co-curricular activities. Faculty and staff should encourage students to take advantage of this.

D. Johnson: a good topic with advisees. Remember that early involvement means higher retention rates.

L. Institutional Climate Committee Report – T. Bernstein Danis for J. Cohen Hamilton
The Report is available here:

<http://www2.kutztown.edu/Documents/Senate/Agenda/ICC%20Report%20to%20Senate%204-30-15.pdf>

..... T. Bernstein Danis addressed ICC findings regarding harassment, including higher rates of harassment among minorities of all kinds. High percentage of faculty and staff considering leaving KU. These findings will help with planning recruitment and retention efforts.

M. Accepted Student Numbers Handout
The Report is available here:

<https://www3.kutztown.edu/webshare/senate/Accepted-Student-Numbers.pdf>

..... Deposits for new undergraduate, graduate and transfers students are all up slightly.

N. Undeclared Report Handout

The Summary of KU's policy on declaring a major is available here:

<https://www3.kutztown.edu/webshare/senate/UndeclaredReportForSenate.pdf>

VIII. As May Arise

A. None.

IX. Adjournment: meeting adjourned at 6:01 PM

Respectfully submitted:

L. Norris

Secretary, University Senate