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Senate Minutes

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KUTZTOWN UNIVERSITY
Minutes of the University Senate

Academic Forum, Room 102
Thursday, April 29, 2010

M. Sanelli called the meeting to order at 4:03 p.m.

PRESENT: Andrew Arnold, Len Barish, Nancy Butler, Ed Christian, Kate Clair, Arifeen Daneshyar, James Delle, Lorri Engstrom, Sudarshan Fernando, Jo Cohen Hamilton, Kathleen Hartman, Joshua Heller, Ted Hickman (Vice-President), Mary Ellen Jackson, Will Jefferson, Andrea Kirshman, Mathias Le Bosse, Inmi Lee, John Lizza, Keith Logan, Mark Mahosky, Susan Mangold, Marilyn Meder, George Muugi, Sylvia Pham, CJ Rhoads, John Riley, Charles Roth, Trucilla Sabatino, Christopher Sacchi, Maria Sanelli (President), Steven Schnell, Lisa Schonberger, Kim Shively for William Donner, Carlos Vargas, Patricia Walsh-Coates, Anke Walz (Secretary), and Carole Wells.

ABSENT: Bobbie Berry, Javier Cevallos, Samantha Dennis, Dennis Dietrich, Todd Folk, Mitch Freed, Manuel Guzman, Gregory Hanson, Learning Technologies Representative, Joe Lippincott, Thomas McNally, James McNiff, Edwin Nieves, Rennie Sacco, Joo Tan, and Barth Yeboah.

ALSO IN ATTENDANCE: James Hubbard, Kenneth Long, Lynold McGhee, Sharon Picus, and Judith Rauenzahn.

I. Announcements

M. Sanelli announced that the agenda should be modified to provide for discussion time, as well as assuring the approval of the Spring 2010 graduates.

M. Sanelli announced that President Cevallos sends his apology for not being able to be here tonight, but there is a Council of Trustees meeting at the same time. Provost Vargas will provide the Budget update in his place.

II. Approval of the Agenda

M. Sanelli asked to approve the agenda with the following change: *to move Approval of Graduates up to item 1 under New Business. Item 2 should be the Academic Technology Committee, Item 3 Desire2Learn, Item 4 Budget, and Item 5 the General Education Assessment Plan.*

K. Logan (seconded by J. Riley) moved to approve the agenda as amended. The motion passed.

Discussion point was made on whether or not the Gen Ed Assessment Plan should be listed under Old Business since it has been discussed in the past. An

amendment was made with this change: *to move the General Education Assessment under Old Business.*

J. Delle (seconded by A. Arnold) moved to approve the agenda with this amendment. The motion passed.

Further discussion led to whether or not the budget should also be listed under Old Business. An Amendment to the motion with this change: *to move the Budget under Old Business. Under Old Business, the agenda order shall be Budget, General Education Assessment Plan, and Mid-Term Assessment. Under New Business, the agenda order shall be Approval of Graduates, Academic Technology Committee, and Desire2 Learn.*

CJ Rhoads (seconded by T. Hickman) moved to approve the amended agenda. The motion passed.

A move to call to question was made by J. Hamilton (seconded by C. Roth) to approve the amended agenda. The motion passed.

III. Approval of the Minutes from April 1, 2010

T. Hickman (seconded by J. Riley) moved to approve the minutes from April 1, 2010. The motion passed.

IV. President, Committee and Task Force Reports

A. Senate President's Report

i. Shared Governance Report

M. Sanelli reported that the Shared Governance Task Force Report was approved back in the fall. When it went to Admin Council for approval, it was recommended that an appendix be added to the back of the report with the governance structure chart that shows all three branches at the university.

When it went to APSCUF Council for approval, it was suggested that the Council of Trustees be added to an existing paragraph as one of the bodies that need to recognize shared governance at this university.

M. Sanelli suggested that since this document had already been approved by Senate before these suggested changes were made, she would like to include a cover letter when sending the final report to the President for his approval. J. Riley (seconded by J. Delle) was made that read:

To send the final Shared Governance Task Force to the President as it now reads with a cover letter attached informing him of the two

recommendations that were suggested to be added by Administration and APSCUF Council and to endorse this document.

A vote was taken with 1 opposed and 1 abstention. The motion passes.

ii. Institutional Climate Task Force

A consultant was hired for the Institutional Climate Study that will be conducted during the 2010-2011 academic year. Emails will be going out to all the members of this task force with information on meeting times.

B. Committee on Committees Report

T. Hickman announced that 148 requests were filled out through Profs Online to fill 68 governance committee vacancies.

T. Hickman would like to congratulate all those individuals who were elected to serve on the Grade Appeal Board and Strategic Planning and Resource committee.

T. Hickman would like to also recognize the hard work of Nick Bruschi, SGB Secretary, for his hard work in filling 30 student vacancies on the governance committees this past year.

The charge of the Committee on Committees is to review 20% of the governance committees in a year. Each Senator should have received reports electronically from the Academic Technology Committee, the Athletic Policies and Programs Committee, the Admissions Exceptions Committee, and the Commission on the Status of Minorities to share with their departments. Due to the short notice, T. Hickman would like to make a motion to postpone the discussions on each of these committees until next fall so all the information can be reviewed by the departments and it will then be put on the September agenda of Senate. The motion passes.

V. Old Business

i. University Budget Discussion

M. Sanelli mentioned that there are two budget-related topics that have come to her attention. First, there are numerous cuts taking place by July 1st and second, there are discussions between the Provost and APSCUF concerning academic programs under consideration for change and/or elimination.

According to G. Silberman, Vice President of Administration and Finance, there is a \$4 million deficit. \$2.8 million of this will be reduced by thirty-nine administrative/staff positions being eliminated by July 1st. Of these thirty-nine, eleven people will be eliminated, but most of the other positions are vacant at this time and will not be filled. Preliminary discussions have begun with the

various unions. S. Picus mentioned that Human Resources have not started to contact these individuals yet but within the next 2 or 3 weeks the meetings will start to take place. Any position that is eliminated can not be filled for at least two years.

Academic program cuts will need to take place by July 1, 2011 to reduce a \$6 million deficit. There are nine possible departments or programs that are in discussions to be cut and there will not be any other programs considered at this time. All the final decisions in regards to this will be made by the end of October 2010. These decisions will be based on the projections that are continually being monitored. A tuition increase of 4% is being considered as well.

J. Delle (seconded by C. Vargas) made a motion that read:

That the University Senate implores that the Divisions of Academic Affairs and Administration and Finance do everything in their power to ensure the integrity of Kutztown University's academic programs during this time of financial austerity.

The motion passes.

K. Clair (seconded by E. Christian) made a motion that read:

The University Senate requests that the President makes a formal notification to the entire university community of how the thirty-nine positions will impact the campus once the decision has been finalized.

The motion passes.

ii. General Education Assessment Plan

J. Delle distributed a General Education Assessment Plan for all Senators to review. The GETF recommends that an independent General Education Assessment Committee be formed to assess direct evidence of student learning outcomes of the General Education program at KU. This is a committee that would consist of both voting and non-voting members. This body will make recommendations and work closely with the Office of Assessment to identify the most appropriate means of assessing direct evidence of student learning outcomes every 5 years when a periodic review is done by Middle States. There are 3 major goals that this committee.

Goal 1 is to cultivate intellectual and practical skills that are practiced extensively, across the curriculum in the context of progressively more challenging problems, projects, and standards for performance.

Goal 2 is to develop an understanding of human cultures and the physical and natural world that is focused by engagement with big questions, both contemporary and enduring.

Goal 3 is to inculcate a sense of personal and social responsibility that is anchored through active involvement with diverse communities and real world challenges.

A concern was brought up on whether or not the Senators had enough time to look over this Gen Ed Assessment Plan closely and why it did not arrive sooner for all to review and discuss with their departments. W. Jefferson (seconded by T. Hickman) made a motion that read:

A special meeting of the University Senate is held next Thursday, May 6th, at 4:00 p.m. so that the departments can discuss this plan farther.

A vote was taken and the motion does not pass.

Discussing this farther, a motion was made by N. Butler (seconded by A. Walz) that read:

To highlight and resubmit all the changes that were made to the original assessment plan and to then bring it forward again in September to take a vote.

A Walz suggested amending the above motion so that it is split into two different motions. A vote was taken with the amended motion and it did not carry. Discussion continued on whether or not the process was followed according to the Senate Constitution.

K. Clair (seconded by T. Hickman) made a motion that read

That the Senate approves the General Education Assessment Plan brought forth today with the understanding that any changes suggested by UCC or APSCUF will be brought back and thoroughly discussed in September.

Vote was taken: 18 Yes, 7 No, and 5 abstentions. The motion passes.

A motion was made by S. Schnell (seconded by K. Clair)

To change the Roberts' Rules of Orders so that the May graduates can be approved.

The motion passes.

M. Sanelli called for a motion to approve the May 2010 graduates as certified by the Registrars' Office. CJ Rhoads (seconded by T. Hickman) ***to approve the May 2010 graduates.*** Motion passed.

iii. Midterm Assessments

T. Hickman (seconded by W. Jefferson) made a motion

To remove from the table the discussion on Midterm Assessments.

Vote was taken and it did not pass because it was noticed that there was no quorum at this time.

VI. New Business

A. Academic Technology Committee Report

D. Spiegel distributed an end-of-year report to all Senators. Many resolutions were approved in the past year and there is a very good working relationship with the new Assistant Vice Provost for Information Technology, Mitch Freed and the committee.

The committee is disappointed with the inability to implement the Academic Technology Strategic Plan. This would involve streamlining academic technology and to reduce waste here on the campus.

One of the ATC concerns is the inconsistency of student representatives at the meetings (2 student representatives) and of the lack of Administrators attending. There were two ex-officios added to the committee with their bylaws but neither of them acted upon this to give their report.

B. Desire2 Learn

J. Hubbard distributed a handout to all faculty members via email on how to assess D2L. All faculty would have received their logon information and all Summer I and II courses and EDW courses have a core shell to bring their information into this new system. Training was held at Tek Park where 40 faculty attended. Students were sent information on how to assess as well. W. Jefferson will also be holding training throughout the summer for all to attend.

VII. Adjournment

T. Hickman (seconded by L. Barish) moved to adjourn the meeting. The motion passed and the meeting was adjourned at 5:50 p.m.

Signed

Dr. Maria Sanelli, President

Dr. Anke Walz, Secretary