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Senate Minutes

Kutztown University Senate

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Spring 4-3-2008

### **Senate Minutes 4-3-08**

Kutztown University of Pennsylvania

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

**Room 223, McFarland Student Union Building**  
**Thursday, April 3, 2008**

M. Sanelli called the meeting to order at 4:10 p.m.

Present: Len Barish, Bobbie Berry, Christopher Bloh, Ed Christian, Kate Clair, Joanne Cohen-Hamilton, James Delle, Camille DeMarco, Patricia Derr, William Donner, Diane Fegely, Mitch Freed, Lisa Frye (Secretary), Gregory Hanson, Kathleen Hartman, Ted Hickman, James Hvidding, Keith Logan, Mark Mahosky, Elaine Mara, Robert Martin, James McNiff, Sylvia Pham, Dennis Rains, John Riley, Robert Ryan, Christopher Sacchi, Trucilla Sabatino, Paul Sable, Maria Sanelli (President), Steven Schnell, Judith Smith (Vice-President), Heather Thomas, Carlos Vargas-Aburto, Rhonda Wall, Anke Walz, and Barth Yeboah.

Absent: Deborah Barlieb, Ed Christina, James Delle, Mike Demeter, Jo Cohen Hamilton, Joe Lippincott, JoAnn Mackesy, John McAndrew, James McNiff, John Riley, Robert Ryan, Christopher Sacchi, Madan Varma, and David Wagaman.

Also in Attendance: Dr. Cevallos, Duane Crider, Daniel Spiegel, Carole Wells, and Richard Zera.

I. Announcements

Dr. Cevallos, University President, thanked Carole Wells for leading the Middle States evaluation process. The university should receive a draft within 6 weeks. Kutztown can only verify facts in this draft. Middle States meets on June 6 and we will receive the final report after that meeting. The recommendations in the report should be implemented. There were three recommendations given in the oral report at the conclusion of the team's visit. Two of the recommendations were about general education and the third was institutional assessment.

Dr. Cevallos also announced that a technology consultant visited campus and has submitted her report. This report was E-mailed to all staff and faculty. A task force has been created and will be chaired by L. Frye. The charge of the task force is to 1) solicit feedback from the campus about the report, and 2) prepare an action plan in response to the report. The task force will meet next week for the first time.

M. Sanelli announced that the Frederick Douglas Institute is sponsoring a bus trip to Washington, DC on Sunday, April 13<sup>th</sup>. The cost is \$10.00 per person.

II. Approval of the Agenda

A. Walz moved, T. Hickman seconded, to approve the agenda. The date on the agenda was changed to the correct date.

L. Barish asked to amend the agenda to include 2 additional items under New Business: 1) Academic Audits and 2) the Master Schedule Distribution. All were in agreement. Motion passed.

III. Approval of the Minutes

P. Sable moved, P. Derr seconded, to approve the minutes of the March 6, 2008 meeting. Motion passed.

#### IV. President, Committee and Task Force Reports

##### A. Senate President's Report

M. Sanelli spoke to President Cevallos about the late distribution of the fall master schedule. President Cevallos discussed this with the Provost's Office. All involved will try to get these materials out sooner in the future.

M. Sanelli spoke to the topic of Shared Governance at KU. After meeting with the Middle States Representatives, there were several questions that were unclear to the Senate Executive Committee. In particular, there is no clear decision-making path. It was unclear as to what particular issue is required to pass through Senate, to become a faculty referendum, or to be approved by APSCUF or UCC, etc. There was a suggestion by Dr. Cevallos to create a task force to look at the governance structure.

M. Sanelli mentioned that the motion passed at the last Senate meeting requesting ½ release time for the Senate President for summer 2008. President Cevallos is not in favor of Senate president release time and will respond to this request formally.

A meeting will take place on Tuesday, April 22<sup>nd</sup> between President Cevallos, APSCUF President, University Senate President, and the Chair of the Council of Trustees. The discussion will center on strategic planning and institutional assessment.

M. Sanelli announced that President Cevallos told her that the implementation of +/- grading in our current system would cost approximately \$47,000-50,000. President Cevallos is opposed to this as it would take the analysts away from other tasks. The student management portion of SAP is to go live at KU in March 2009. Provost Vargas suggested that student communication about +/- grading is very important and should begin now.

M. Sanelli reported that there is a grievance pending pertaining to Lifelong Learning. The hearing is scheduled for May 6.

No real estate has been identified yet for the Early Learning Center.

M Sanelli mentioned that the initiative for a Gen Ed reform does not have to come from the Administration or APSCUF, but can come from the University Senate. President Cevallos agreed. C. Roth commented that the Senate can not be proactive if they are an advisory body only. B. Donner stated that APSCUF would also need a say. T. Hickman stated that Senate can build the model; there is still an approval process in place, which would include APSCUF. T. Hickman made a motion, seconded by A. Walz to read as follows:

***The Senate representatives take back to their departments the question on whether they would like to see Senate spearhead the next Gen Ed initiative.***

The motion passed.

##### B. Committee on Committees

J. Smith announced that the Willingness-to-Serve forms were due on March 28th. The Committee on Committees will be meeting on Friday, April 11<sup>th</sup> to appoint faculty to the Governance Committees. There are three committees whose members are elected by their constituents: Committee on Committees, Grade Appeal Board and Strategic Planning Committee. Ballots will be distributed next week.

The University Safety and Security Council Committee has revised their Mission Statement and Bylaws. This revision was approved at the last Committee on Committees meeting. A motion was made by the Committee on Committees for Senate approval. Motion passed.

C. Strategic Planning & Resources Committee Report

No report at this time.

D. Center for the Enhancement of Teaching Report

No report at this time.

V. Old Business

No old business at this time.

VI. New Business

A. Posthumous degree for Kyle Quinn

P. Derr announced that Kyle Quinn was a transfer student from Bucks County Community College who was tragically killed in September. The History Department, with support from his family, would like KU to grant Kyle a Posthumous Degree at the May 2008 graduation. The motion was made by P. Derr, seconded by T. Hickman. Motion passed.

B. Academic Technology Committee Mission Statement & Bylaws

J. Smith announced that the Committee on Committees approved the ATC Mission Statement & Bylaws at their last meeting. The motion was made by the Committee on Committees to accept the ATC's Mission Statement & Bylaws.

A. Walz questioned the makeup of this committee and why there wasn't a representative from the Math Department on the committee. She thought the committee composition underrepresented some departments. D. Spiegel answered questions as ATC chair. The ATC feels that the makeup that is in the bylaws may not be perfect, but it seems to work well. The proposed composition is the current composition and does not make a change. T. Hickman commented that this committee membership has been the same for at least 10 years and the original composition, which is what is being proposed, was created from the users that heavily used technology at the time. These are the first version of the Mission Statement & Bylaws for ATC. A call to the question was made by K. Logan, seconded by K. Clair. The call to question passed. The motion passed with two nays and three abstentions. A. Walz asked that it be noted that she voted against this motion.

C. Academic Audit

L Barish spoke on behalf of the Electronic Media department. K-scans were used in the past to assist in advising students. The Electronic Media department is concerned with the lack of an academic audit. They feel that an institution of our size needs some type of academic audit program to prevent mistakes. President Cevallos will look into this. C. Wells stated that K-scans can still be printed by faculty. L. Barish stated that they are

inaccurate. J. Hall stated that he thought it was illegal to have SSN on documents and this too should be addressed.

D. Master Schedule Distribution

L. Barish also spoke to the issue of the distribution of the master schedule. He stated that the master schedule has been distributed late for several years and it would be very beneficial if all faculty would receive a hard copy of the master schedule several days before advisement begins. President Cevallos will look into this for future semesters.

VII. Adjournment

P. Derr made a motion to adjourn the meeting, seconded by E. Mara. The motion passed and the meeting was adjourned at 5:18 p.m.

Signed:

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Dr. Maria Sanelli, President

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Lisa M. Frye, Secretary

4-9-08