

Kutztown University

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Senate Minutes

Kutztown University Senate

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Spring 3-4-2004

### **Senate Minutes 3-4-04**

Kutztown University of Pennsylvania

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## MINUTES OF THE UNIVERSITY SENATE

March 4, 2004

W. Bateman called the meeting to order in Room 223 of the Student Union Building at 4:31 p.m.

Present: Marilyn Baguion, William Bateman, Eric Beaven, Jorie Borden, Emily Button, Dan Cates, Janice Chernenkoff, Kevin McCloskey for Miles DeCoster, Margaret Devlin, Pascale Dewey, Bruce Gottschall, John Lizza for James Hall, Paula Holoviak, James Hvidding, Roberta Crisson for Deryl Johnson, Patricia Kelleher, Lisa Ladd-Kidder, David Laubach, Joseph Lippincott, Carol Mapes, Robert Martin, George Paterno, Ilene Prokup, Avidan Milevsky for Dennis Rains, Linda Rinker, Charles Roth, Paul Sable, Neil Shea, Andrew Skitko, Judith Smith, Michael Gambone for James Sowerwine, Kim Shively for David Tavakoli, John Vafeas, Keith Fall for Edward Vicic, Robert Watrous, Dana Wilcox, and Clark Yeager

Absent: Deborah Barlieb, James Chaney, Joan Davis, Dennis Dietrich, Amadou Guisse, Beth Herbine, Roger Hibbs, Kevin Kjos, John McAndrew, Morris Perinchief, Gail Rothermel, Raymond Tumbleson, and David Wagaman.

Others in Attendance: Duane Crider, Carole Wells, and Richard Zera.

### I. Announcements

Bill Stahler, Director of Admissions, presented a report on admission activities and the initiative to raise minimum admission standards for KU.

W. Bateman announced that stand-up comedian Bob Smith will be on campus on March 18 at 7:30 p.m. All proceeds from the show will benefit the GLBT Scholarship Fund of the Lambda Caucus.

D. Wilcox announced that plans are underway for participation in the "Up Til' Dawn" event to be held on March 26. This event raises money for St. Jude's Children's Hospital.

### II. Approval of the Agenda

E. Beaven moved, R. Watrous seconded, to approve the Agenda. The motion passed.

### III. Approval of the Minutes of February 5, 2004

B. Gottschall moved, J. Lippincott seconded, to approve the Minutes of the February 5, 2004 meeting. The motion passed.

IV. Posthumous Degree – Ashley Streiter

E. Beaven moved, J. Smith seconded, to approve a posthumous degree for Ashley Streiter. The motion passed.

V. Committee and Task Force Reports

A. General Education Restructuring Team

J. Chernekoff reported on the recent activities of the General Education Restructuring Team. She reported that the team has met with the department chairs from the College of Business and College of Liberal Arts and Sciences and will be meeting in the near future with the chairs from the College of Education and the College of Visual and Performing Arts. She also reminded Senate members about the upcoming Food for Thought lunch sessions scheduled for March 18, March 31, April 15, and April 30. She further reported that the team will be editing and revising the goals based on suggestions by the faculty.

B. Academic Technology Committee

D. Crider and R. Zera reported on the activities of the committee. It was reported that a report on assessment is approximately 80% finished.

C. Strategic Planning and Resources Committee

M. Devlin reported on the recent activities of the committee and sub-groups of the committee.

D. Enrollment Management Committee - Student Retention Reports Proposal

C. Wells, chairperson of the Enrollment Management Committee, moved approval of the following proposal on Student Retention Reports:

**MOTION: Replace the voluntary student progress reports on certain students that are collected twice a semester with a single, simplified, required report on all students.**

- **On or about the 5<sup>th</sup> to the 7<sup>th</sup> week of the semester, faculty would be required to enter progress reports online for all of their students.**
- **Students could access their personal progress reports using their PINs.**
- **Students would be given S or U or blank in three categories: (a) attendance, (2) tests and quizzes, and (3) other graded assignments. This is the only information that students could access.**

- **In place of the attitude question, faculty would have the *option* of filling in a comment line that could *not* be accessed by students, but could be seen by academic advisors and those who used to have access to the old progress report information such as Deans, the Office of Human Diversity, the Athletics Department, ACT 101, and SSSP.**
- **In order to simplify the process for faculty members of entering the S's, U's, and blanks, programming would include the ability to set an entire column of students in a class to S or U or blank, whereupon the faculty member could note exceptions by changing the designation for individual students. For example, that would allow a faculty member who does not give tests and quizzes to set the entire column to all blanks with one click. Attendance could be marked S for all students with one click followed by marking each student with an attendance problem with a U.**

Following discussion, it was moved by C. Roth and seconded by D. Cates to amend the motion by removing the comments section from the proposal. The motion failed.

It was then moved by C. Mapes and seconded by N. Shea to amend the motion for courses with labs so that Student Retention Reports would be turned in by both the instructor in charge of the lecture and the instructor of the lab. The motion passed.

It was then moved by L. Ladd-Kidder and seconded by J. Lippincott to further amend the motion by deleting the second sentence in the third bullet and by deleting everything after the word "line" in the second line of the fourth bullet. The motion passed with C. Roth voting against.

After further discussion about the comment section, L. Ladd-Kidder moved, and R. Watrous seconded, to amend the motion by changing the fourth bullet to read that the faculty would have the option of checking five or so pre-determined statements/comments to be developed by the Enrollment Management Committee. It was then moved by C. Roth and seconded by M. Baguion to table the proposal until the next meeting. The motion to table failed. The motion to amend the original motion passed with C. Roth, M. Baguion, and C. Mapes opposed.

A vote was then taken on the main motion as amended. The amended motion on Student Retention Reports passed. The amended motion is as follows:

**MOTION: Replace the voluntary student progress reports on certain students that are collected twice a semester with a single, simplified, required report on all students.**

- **On or about the 5<sup>th</sup> to the 7<sup>th</sup> week of the semester, faculty would be required to enter progress reports online for all of their students.**
- **Students could access their personal progress reports using their PINs.**

- **Students would be given S or U or blank in three categories: (a) attendance, (2) tests and quizzes, and (3) other graded assignments.**
- **In place of the attitude question, faculty would have the option of checking five or so pre-determined statements/comments to be developed by the Enrollment Management Committee.**
- **In order to simplify the process for faculty members of entering the S's, U's, and blanks, programming would include the ability to set an entire column of students in a class to S or U or blank, whereupon the faculty member could note exceptions by changing the designation for individual students. For example, that would allow a faculty member who does not give tests and quizzes to set the entire column to all blanks with one click. Attendance could be marked S for all students with one click followed by marking each student with an attendance problem with a U.**

VI. Old Business

A. Proposal from Graduate Council - 400-level Courses

W. Bateman indicated that the proposal from the Graduate Council relative to 400-level courses has been referred to the University Curriculum Committee.

B. Referendum on Plus/Minus Grading

W. Bateman announced that voting on the referendum relative to plus/minus grading will begin at 6:00 today and will end on March 31 at 4:00 p.m. It will be necessary to use Internet Explorer to vote. Only tenured and tenure-track faculty are eligible to vote.

VII. New Business

VIII. Adjournment

L. Ladd-Kidder moved, M. Baguion seconded, to adjourn the meeting. The motion passed. The meeting was adjourned at 5:55 p.m.

  
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 William E. Bateman, President

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 Marilyn Baguion, Acting Secretary