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Senate Minutes

Kutztown University Senate

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Spring 2-7-2008

### **Senate Minutes 2-7-08**

Kutztown University of Pennsylvania

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

**Room 223, McFarland Student Union Building**  
**Thursday, February 7, 2008**

M. Sanelli called the meeting to order at 4:02 p.m.

Present: Bobbie Berry, Christopher Bloh, Vera Brancato for Kathleen Hartman, Ed Christian, Kate Clair, James Delle, Camille DeMarco, Patricia Derr, William Donner, Lisa Frye (Secretary), Bruce Gottschall for Ted Hickman, James Hall, Jo Cohen Hamilton, Gregory Hanson, Roger Hibbs, Kristine Killingsworth, Joe Lippincott, Keith Logan, JoAnn Mackesy, Mark Mahosky, Susan Mangold, Elaine Mara, Robert Martin, John McAndrew, James McNiff, Sylvia Pham, Ilene Prokup, Dennis Rains, John Riley, Charles Roth, Robert Ryan, Trucilla Sabatino, Paul Sable, Christopher Sacchi, Maria Sanelli (President), Steve Schnell, Judith Smith (Vice-President), Carlos Vargas-Aburto, Rhonda Wall, Anke Walz, Paul Washington for Madan Varma, Bob Watrous for Mike Demetor, and Barth Yeboah.

Absent: Len Barish, Deborah Barlieb, Diane Fegely, James Hvidding, Rennie Sacco, Heather Thomas, and David Wagaman.

Also in Attendance: Daniel Benson, President Cevallos, Michael Gambone, James Hubbard, Tracy Keyes, Fred McCoy, Gerald Silberman, Daniel Spiegel, and Carole Wells.

I. Announcements

M. Sanelli wanted to remind all Senators that the Senate Executive Committee meets once a month and at that time, the agenda is approved for the upcoming meeting. According to the Senate Constitution, if an item is not on the agenda by this time, it will not be discussed at the meeting. Senators are to notify the Senate President two weeks prior to the meeting if they wish to add an item to the agenda. At the time of the Senate Meeting, if someone moves to add an item to the agenda, this can be done, but it requires a two-thirds majority vote.

M. Sanelli announced that the Senate meeting lasts until 6:00 p.m. M. Sanelli asked that just as a general courtesy, if it is nearing that time, please keep in mind that an important issue will not have the time to be thoroughly discussed. She will verify this ending time.

Provost Vargas announced that an extra \$40,000.00 per year for the next 3 years has been added to the Research Fund. Provost Vargas is looking at making this additional funding part of the base budget.

Provost Vargas announced that there have been 2 searches finalized. Dr. Darrell Garber has been hired as the Dean of the College of Education. Dr. Garber will start his duties on June 8<sup>th</sup>. Dr. Carole Wells has been hired as the Vice Provost. She began work in this position at the beginning of February. There are 4 candidates being interviewed for the Dean of the College of Business. The administration plans to have this search done within the next week and to make an offer to one of the candidates.

Provost Vargas informed everyone that he is in the process of establishing grants for assessment. The guidelines for these grants will be published in the near future.

Provost Vargas also announced that there is a contractor on campus at this time doing a space analysis study in the academic areas. The first part of this analysis is done and the contractor will present a report to the administration.

President Cevallos announced the hiring of Dr. Prudence PreCourt as the Vice President of Advancement. Dr. PreCourt will start her duties on February 18<sup>th</sup>. The search for the Vice President of Administration & Finance should be finalized in the near future.

President Cevallos announced that C. Sacchi has agreed to chair the Environmental Task Force that was created to look at various environmental issues affecting the KU community.

President Cevallos announced that a wing in Old Main will be converted from dorm rooms to approximately 15 faculty offices by the Fall of 2008.

## II. Approval of the Agenda

J. Hamilton moved, K Logan seconded, to approve the agenda for the February 7<sup>th</sup> meeting. Motion passed.

## III. Approval of the Minutes

J. McNiff moved, B. Gottschall seconded, to approve the Minutes of the December 6, 2007 meeting.

M. Sanelli announced that there was a correction to the minutes. This correction was on page 4, under New Business, Section B; the word acclamation had been misspelled. This correction has been made. R. Wall also commented that on page 3, under Old Business, the third paragraph, the word Sharadin was misspelled. The minutes were approved as amended.

## IV. President, Committee and Task Force Reports

### A. Senate President's Report

M. Sanelli wanted to share 7 topics of interest that she has information on at this time.

1) Third Party Continuing Education Courses: A meeting was held between M. Sanelli and several administrators in regard to the motion that was passed at the December Senate meeting. This motion was to have a faculty member, P. Derr, write a letter to the President voicing the concerns of the faculty about the Third Party Continuing Education Courses that are being offered through the Center for Lifelong Learning. As an immediate resolution, the KU logo will be taken off of all correspondence with the contracted companies that are offering these Third Party Continuing Education Courses. It was agreed that an ad-hoc committee be created to advise the Director of Lifelong Learning on the selection of external coursework that would be offered through Kutztown's Lifelong Learning. Contact M. Sanelli if you are interested in serving on this ad-hoc committee.

2) Academic Forum: There were several motions made from Fall 2006 to the present concerning how and what classes were chosen to be taught in the Academic Forum. A list of these motions was distributed. During this process, an ad-hoc committee had been formed and met with President Cevallos and Provost Vargas on several occasions. One resolution discussed was the possibility of an equitable rotation of all departments using the AF. It appears that an equitable process did not occur during the scheduling period last week. There might be different instructors and different classes in the AF for next year, but most of the same departments are still scheduled to teach in there. The Deans were given

the responsibility of determining which courses would be taught in the AF; they gave the responsibility to the Chairs. It did not seem as though there was enough time to create an equitable process within the traditional scheduling process. M. Sanelli will discuss this with the chairs of Chairnet.

3) Panic Buttons: B. Mioskie is almost finished with an analysis of all buildings to determine appropriate placement of panic buttons.

4) Constitution: The Senate Constitution has not been updated since 1999. The Senate Office will update the Constitution with the amendments that have been passed since 1999.

5) Early Learning Center (ELC): During the Senate Executive Meeting, President Cevallos stated that the ELC is in the process of real estate negotiations for a new location for the ELC.

6) +/- Grading: A referendum vote was taken in 2004 to have a +/- grading system and it was to be implemented when SAP was implemented (not before fall 2007). This can be implemented in our current system but it would be an expensive endeavor that will cost approximately the salary of 2 employees over a 2-week period. M. Sanelli suggests that all department representatives take this back to their constituents for feedback.

7) Harrisburg: M. Sanelli went to Harrisburg and met with all the PASSHE Senate Presidents and the Board of Governors to provide input on the hiring of a new Chancellor.

#### B. Committee on Committees

J. Smith reported that the first ever meeting of the Chairs of the Governance Committees will be held on Thursday, February 14, 2008, from 11 a.m. – 1 p.m. in the John B. White Multicultural Center.

The Willingness-to-Serve Forms will be available in Profs Online from Monday, March 3 until Friday, March 21, 2008.

#### C. Strategic Planning & Resources Committee Report

D. Benson, Chair, reported that a retreat was held on January 7 and January 8. The committee is working on finalizing the mission statement and outcomes. They are also working on developing initiatives to meet the mission and outcomes. The next meeting will be Friday, February 22.

M. Sanelli questioned why the date was changed for the SPRC retreat (from October 2007 to January 2008). D. Benson stated that it was a decision made by President Cevallos and D. Benson. This was done so faculty would be able to participate without sacrificing class time. W. Donner suggested that this type of decision should be brought to Senate. D. Benson stated that an announcement was sent out about the change in October. Approximately 130 participants attended on the first day and approximately 110 participants on the second day.

#### D. Center for the Enhancement of Teaching Report

M. Sanelli announced that Dr. Winnie Peterson of the Mathematics Department was chosen as the Interim Director of the Center for the Enhancement of Teaching. W. Peterson apologizes that she could not be in attendance today but she had prior commitments before being named director.

A sub-committee of the Center for the Enhancement of Teaching Advisory Board was formed to look at the CET's Mission Statement and direction. The sub-committee has interviewed 2 previous directors.

V. Old Business

A. Academic Disruption Policy

This policy was tabled at the Senate meeting last month and a motion was made by J. Cohen Hamilton, seconded by J. Riley, to take the motion off the table. A vote was taken and the motion passed. Several re-wording changes were given to B. Watrous. This policy will be printed in the Key and all students will be responsible for following it. Any additional comments should be sent to B. Watrous. He will make changes based on the feedback. It will be discussed at the next Senate meeting.

B. Academic Technology Committee

D. Spiegel spoke about the Printing Quota pilot study that was approved by the ATC. The motion was distributed to all Senators with the primary motion being:

***The ATC recommends that a quota of 300 pagers per student per term be instituted, starting as soon as possible during the present term. Students will be apprised of their remaining allotment at the time of each printout.***

The reason for this Pilot is to gather additional statistics so that there is a better understanding of printing usage at KU. Many other universities already have some type of printing quota. Students using the Biology lab must bring their own paper to print. C. Sacchi moved to pass the pilot; seconded by S. Schnell. K. Killingworth questioned if this would hurt students in certain majors or courses. C. Roth called the question. The call to question passed. Motion to accept printing quota pilot passed.

C. ELC Task Force

F. McCoy announced that the next meeting of the ELC Task Force will be on Thursday, February 14<sup>th</sup>. The Task Force is looking at new issues coming from Harrisburg, including changes in regulations for certification from the Pennsylvania Department of Education. All education programs must be revised and resubmitted at the state level. The new regulation guidelines should be given to us by March 2008. The deadline for the new regulations to be in Harrisburg will be December 31, 2009.

T. Keyes stated that part of the new guidelines from the Department of Education is the elimination of the Elementary Education Certification. In its place will be the Early Childhood Certification (up to 4<sup>th</sup> grade) and the Middle School Level Certification. T. Keyes also mentioned that there is a lack of communication between the ELC Task Force and the administration.

K. Clair made a motion that was seconded by J. Lippincott that read:

***The coordinator of the Early Learning Center will be part of the body considering space for the Early Learning Center.***

The motion passed.

C. Roth stated that there is a Space Allocation and Renovation Committee. President Cevallos stated that a study is currently being conducted to determine space usage and needs at the university. C. Roth indicated that Senate made an exception to the general rule by allowing the ELC Task Force to be part of the planning for a new location of the ELC.

#### D. Lifelong Learning Course Offerings

P. Derr wrote a letter regarding the Lifelong Learning Course offerings in response to a motion passed during the last Senate meeting. P. Derr reviewed all third-party contracted non-credit course offerings and found some courses that duplicated KU credit courses. M. Gambone wanted to mention that there was a grievance that was filed in 2006 in regard to this issue. W. Donner made a motion, seconded by C. Roth, to table this discussion. The motion passed.

Provost Vargas announced that James Hubbard has been appointed to the position of Assistant Provost. One of his responsibilities is the Center for Lifelong Learning.

### VI. New Business

#### A. Shared Governance

W. Donner has three motions that were distributed to all Senators at the meeting. The first motion reads as follows:

***The Senate strongly recommends that the administration give the President of the Senate full time release from teaching in the 2008-2009 academic year in order to effectively participate in administrative decisions and policies that are part of the Senate's mission.***

The motion was seconded by C. Roth. The full rationale was included on the handout and includes the concern that the Senate and the faculty have not been included in many of the administration's decisions. It is also an attempt to make the Senate more pro-active rather than re-reactive.

When asked her opinion by P. Washington, M. Sanelli stated that she was in favor of this motion. She felt that by having more time dedicated to the Senate, there will be more accountability of some decisions that have been made. Some faculty voiced concerns that there should be other issues that should be considered, such as the impact this would have on the departments, the concern of taking motivated faculty out of the classroom, and how long this would be in effect.

A call to the question was made. There were 15 in favor of the motion, 12 opposed. The motion failed because a majority of Senators present must vote in favor of the motion for it to pass. There were 31 members present at the time of the vote so a vote of 16 in favor was necessary for the motion to pass.

W. Donner made a second motion, seconded by K. Logan, which reads:

***The Senate strongly recommends that the Administration give the Senate President a two-course release time for each summer session of 2008 in order to prepare for the coming year. These preparations will include matters concerning the Senate's mission and other matters as directed by the Senate.***

J. Lippincott made a motion to table this motion. Seconded by Derr. Motion to table this motion passed.

VII. Adjournment

A. Walz made a motion to adjourn the meeting, seconded by S. Pham. The motion passed and the meeting was adjourned at 5:47 p.m.

Signed:

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Dr. Maria Sanelli, President

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Lisa M. Frye, Secretary