

**UNIVERSITY SENATE MINUTES <http://www.kutztown.edu/about-ku/administration/university-senate.htm>
November 7th, 2019 4:00-6:00 P.M.
ACADEMIC FORUM 103**

Present: G. Bamberger, R. Bowers, K. Clair, J. Conahan, A. Cordner, R. Courtney, A. DeLong, S. Doll-Meyers, M. Gabriel, J. Gehringer, C. Habeck, K. Hawkinson, D. Immel, L. Irving, J. Jedwab, M. John, D. Johnson, C. Killebrew, E. Kraal, S. Lem, S. Mangold, P. McLoughlin, F. Murshed, R. Portada, P. Quinn, V. Reidout, A. Rodriguez, W. Rogers, R. Salafia, D. Scott, M. Sims, G. Sirrakos, J. Sober-White, D. Stafford, C. Sunsay, M. Vaughn, V. Vlaun, A. Vogel, F. Wei, T. Wong, G. Yoppolo, A. Zayaitz.

Absent: M. Cardozo, J. Carelli, J. Garcia, B. Hudak, E. Johnson, C. Price, S. Riley, M. Scheuing, J. Schlegel, J. Suwak, I. Waddelow.

Guests: J. Downing, K. Evans, M. Gambone, W. Hilton, K. Rauch, C. Wells, J. Chernenkoff, K. Prock.

I. Call to order 4:00 PM

II. Announcements

1. Institutional Learning Outcomes- Carole Wells

- Two documents were presented: a process document and a mapping document. Five Institutional Learning Outcomes (ILOs) were presented by the Implementation Team to the President and the Cabinet and approved on June 17th following the Middle States Self Study visit.
- Feedback indicated a need to implement ILOs not only because we are an institution of higher learning, but, non-academic units expressed concerns with the eight General Education Learning Outcomes, additionally, Graduate Council put forward the fact that a number of our graduate programs have struggled with mapping assessment onto the General Education learning outcomes.
- Once approved by Cabinet and the President, ILOs were presented to 13 bodies on campus for feedback on the definitions. Senate is the 14th body that this is being presented to for feedback.
- Do you think we have appropriately mapped the eight General Education Learning Outcomes onto the ILOs, and have the Institutional Learning Outcomes been appropriately mapped on to the mission statement?

S Lem: Is there any feedback or comments for Dr. Wells? Hearing none we are all set and this can now go live.

C. Wells: This will be a useful monitoring report for Middle States.

2. Textbook Affordability- D. Stafford:

- This project is a data visualization of library reserves. Google data studio was used to scrape data for data visualization. We rather spend money on resources than tools so we are using google data studio which is a free product. If you have a philosophical problem with google, PDF reports can be emailed to you.
- Currently, there are 300 textbooks on reserves, 1100 courses are being offered, there is room for improvement for getting more books on reserves. There are plenty of empty shelves; if you would like to put a text on reserve, show up in the library and fill out a textbook form. Texts usually circulate for two hours in the library but you can also check out of the library.
- What qualifies a text for reserve: cost, weight, required versus optional and necessity for success. The tool provides good insight on how students are studying, shows most popular book used in a semester, timing and day of the week, departments and leader boards.
- Students are using books, there are 100 or so circulations per week, and the data are pretty accurate. Data for this semester is perfect but this is not always so for prior semesters.
- How do we get more books on reserve: team effort, and share with colleagues. The link will be available on the website.

S. Lem: How long can the books stay on reserve?

D. Stafford: You can indicate on the form; books can stay on reserve forever.

E. Kraal: Publishers will give extra copies so faculty should request extra copies and put books on reserve.

III. Approval of the Minutes from the October 3, 2019

S. Lem: Motion to approve the minutes. Senator Jedwab moves, senator Quinn seconds; all in favor of approving the minutes.

IV. Reports

1. Senate President – S. Lem

Summary of Agenda Items

APSCUF-KU Counseling & Psychological Services Resolution

- See Senate report on CPS Resolution (attached)
- See data from CPS (attached)
- See CPS Response to Senate Document (attached)

Nomination of Senate Officers

- Committee comprised of Mario Cardozo, Jason Garcia, and Valerie Reidout
- Vice President and Secretary elections must occur in December for the 2020-21 academic year
- Announcement of incumbents seeking reelection
- Open nominations until November 15
- Nominations and candidate statements due to committee by November 15

Items in the Senate Pipeline

Early Warning

- Discussed at Student Success Committee on 10/17

- Next step: collect information from student success coordinators at other PASSHE schools on their early warning system

Course Grading

- Undergraduate Students (ACA 048)
- Under consideration at ASPC (report due to Senate by December 2019)

Final Examinations (ACA 025)

- Senate Ad Hoc Task Force, formed September 2019
- Working on a faculty wide survey (October 2019); will request feedback from Senate at the December meeting

Academic Forgiveness (ACA 055)

- Enrollment Management Committee passed a motion with changes to this policy
- Changes to be discussed at early November Deans' Council meeting
- Will move to ASPC for policy revision following Dean's Council

Academic Honesty Undergraduate Students (ACA 027) & Academic Honesty Graduate Students (ACA 087)

- Discussed at ASPC October 2019

Revision of the Senate Constitution

- Senate Ad Hoc Task Force, formed September 2019

Consultation/Collaboration with PASSHE shared governance leaders (systemwide "Senate" discussions)

- Met with ESU Senate President, Dr. Robert Cohen, on ESU campus, 10/15/19

2. Senate Vice President – A. Corder

- Committee Placements
 - Academic Standards & Policies, CLAS Representative—Mary Weller
 - Center for the Enhancement of Teaching Advisory Board, CVPA Representative—Julia Hovanec
 - Enrollment Management Committee, CLAS Representative for Spring 2020 Semester—Yasoda Sharma
 - Research Committee, Professional Staff Representative—Jane Rodgers
 - Space Allocation Committee, CVPA Representative—Pierette Kulpa
 - Student Faculty Review Board, At Large Faculty Representative—Brandon Nolt
- Governance Committee Chairs Meeting
- Constitutional Revision Task Force

S. Lem: All in favor of the committees; all in favor.

A. Corder: Met with chairs of fifteen different committees, brief reports were given on progress, this will be placed on the Senates' D2L page so that senators can keep posted. Chair of International Affairs Committees will visit in the spring.

3. Senate Secretary – M. John (no report)

4. University President – K. Hawkinson

- Today KU hosted the PASSHE Consular information day, we welcomed representatives from the thirteen other schools. There were over 190 attendees, and the President spoke about the wonderful opportunities KU has to offer students. Over one third of the audience stood up as KU alumni when recognized.
- KU hosted the Board of Governors meeting last month, we are proud to introduce KU to guests and discuss KU's contributions to the region. Thanks to Senate leaders and other leaders who attended a number of events. Participants stayed at the Hampton Inn and contributed to the student scholarship fund.
- November 9th 2019 celebrates the 30th anniversary of the fall of the Berlin wall. In honor of the occasion, KU is proud to host German Consul General David Gill on November 13th in the MSU at 6:30 PM; Mr. Gill is a repeat guest, he visited this past July for the PA German Folk Festival.
- We are delighted to have the formal opening for the Fred and Martha Hafer scanning electron microscope research laboratory this past Saturday, partly funded by the generosity of the Hafer family. This will have a significant impact on our faculty and students.
- Also funded by a generous donor, on November 15th we will host a ceremony honoring Dr. C. Chambliss for his continued support to faculty and students.

5. *University Provost – A. Zayaitz*

- We hosted the PASSHE STEM conference that was very well attended, STEM open house was also well attended; thank you to everyone who made this successful. Yesterday, Chambliss Fall speaker did a fantastic job.
- We are now able to offer certificates at KU, this change in degree offering will help us to do stackable credentials; this is an exciting and good change for possibilities as we try to address workforce needs for students.
- We will be doing program reviews as part of ongoing assessment and accreditation efforts and sustainability.

A.Vogel: Are we still obliged to follow PASSHE's guidelines since they are rigid?

A. Zayaitz: We will have to look at that due to changes at the system level.

P. Quinn: Any disciplines for where certificates will be offered?

C. Wells: Currently we can offer to Computer Science, we have submitted to Middle States at each level before we can offer certificates.

6. *Student Government Board –Clyde Killebrew representing B. Hudak*

- SGB paired with KUAB and put on an incredibly successful spirit rally on October 25th. This event was student planned and executed as a result of the absence of an official Homecoming pep rally this year. Seven hundred students were in attendance: there were performances by the Marching Band, dance team, and cheerleaders. Prizes were given out to students who participated in the activities.
- Student Government had Sara Hailstone as a guest two weeks ago. Sara's consulting firm was hired by the bureau. SGB was able to provide feedback from the students' perspective on some of the items being worked on.

- This past week SGB hosted Holly Fox as a guest, and shared some concerns about the new MyKU layout. SGB was trained on the most recent updates to MyKU and the mobile app which will be shared with the student body at the next house of representatives event.
- The new advising feature on MyKU is amazing and is very convenient for the students. 47% of professors are taking advantage of the feature and Braden asks that all faculty encourage colleagues to do so next semester.
- Dunkin in Defran event was successful with over 60 students providing bus reps with feedback for Dean Carolle
- Fall fest event will be on Nov. 17th on the DMZ.

7. *Assessment Office – K. Rauch*

- We just sent academic assessment report from council to SPRC, so it will be on their November's agenda for final acclimation.
- GEAC also finalized its draft, based on quantitative and scientific SLOs from last year.
- Administrative assessment units are working on their reports to be submitted
- Assessment reports due on January 15th.
- Invitations sent out to meet with all academic programs; some have already reached out.
- Academic Assessment day on January 13th from 9 AM to 12 PM only on academics: General Education Assessment, panels presented by faculty followed by hands on activities.
- There will be a separate assessment for administrators towards the end of the semester.

V. Unfinished Business

1. *APSCUF-KU Counseling & Psychological Services Resolution*

S. Lem: Last meeting approved motion was to postpone resolution and have Senate Executive Committee provide more information on dispute. Documents have been circulated.

Three additional pieces of information shared after last circulation of documents:

1. President Hawkinson is working with Tom Stewart, APSCUF-KU president and Chancellor on new conflict resolution strategies

2. APSCUF's Tentative Agreement contains material on how to address CPS faculty workload which may have bearing on discussion and resolution

3. Glenn Richardson sent out a call for departments to adopt the resolution at the department level. Three departments adopted the resolution: Library, Psychology, Communication Design.

S. Lem: Asks for motion to put the resolution back on the table. P. Quinn moves, K. Clair seconds. S Lem: Asks for discussion of the resolution: big considerations are filling the faculty line and session limits.

K. Hawkinson: All lines have been filled, the breakdown is that 2 positions have been held that could not be filled, other FTE positions have been filled.

P. Quinn: Not arguing that they have not been filled, but rather they have not been filled with TT lines. Two TT lines are not able to be filled.

S. Lem: Seven faculty FTE that have changed, two permanent faculty and the rest are temporary faculty.

E. Kraal: SGB rep is concerned about the temporary aspect, sense of instability for at risk population, what is the benefit of keeping faculty members temporary if we do not see the need decreasing. What are the pros and cons? It is not clear the benefit of keeping it as temporary

K. Hawkinson: Three tenure track positions, two cannot be filled due to faculty on leave. Two new positions are now open due to resignation, President intends to fill one position with one TT line next year.

Kraal: How many are temporary positions?

Hawkinson: Three FTE temps, four FTE tenure track total of seven lines.

D. Johnson: Motion on the floor is to endorse the resolution, Senate Exec. looked at this, one of the issues is that this is precedent setting for Senate to vote for TT line. Was there any discussion if this is a one-time only non-precedent setting decision or is this a new precedent for the Senate?

S. Lem: There is a possibility, it could or could not be a precedent based on past and future presidents.

P. Quinn: President Hawkinson, why the line for Joe Lippincott has not been filled for four years?

K. Hawkinson: Positions have been tied up, now we know the status, it is normal to maintain temporary FTE in most units on campus. It is highly unusual to be debating whether to hire a tenure track person or not on the Senate floor.

S. Lem: This is your senate; it has been brought forward by APSCUF-KU; we are presenting it as part of a working shared governance system brought forward by other bodies of the institution for decision. It is not my decision it is your decision; this is important to their unit so it is also important to us, and that is the reason why it is now before this body.

K. Clair: All faculty members are very concerned, this is a potential life and death nature, highly in favor, we are asking for people who will help counsel our students in their time of need and vulnerability. Whatever it takes to move the entire university to a place where we are not holding our breath, if we have to have SGB bring it forward, APSCUF bring it forward, we need to prioritize the staffing of CPS so people have a vested interest, because of the life and death nature.

S. Lem: Others discussions are going on to meet student demand.

S. Mangold: Research shows that adding counselors is not the way to address the needs right now. Across the nation other counselors are looking for unique and different ways to address this problem, we are being held hostage by the definition of what counseling is on a college campus. We need to look at what other campuses are doing in looking at ways to identify other people to provide these services.

K. Hawkinson: We have the same interest, we offered a number of suggestions, culture changes and policy changes, we feel the same frustration, we believe something put forth will help students. This is a meet and discuss issue, when we move from meet and discuss to in front of a large body it becomes problematic.

D. Johnson: If we vote for this resolution today, does this resolution go to the president who can act on it or not, is this specific resolution advocating that the top positions go to CPS? What are we charging the President with?

M. Gambone: We are talking about one tenure line to replace Joe Lippincott.

R. Courtney: Would the resolution assist the President in presenting a case to the State level?

K. Hawkinson: This is not a resource issue but a cultural issue, we are advocating additional resources but it will require a culture change. We are advocating having people on call, and various other initiatives which will require a culture change.

P. Quinn: We are not asking for new positions, the positions are currently filled with temps which require a lot of resources to recruit, we are asking for a line, we need a culture change and we need to listen to our counselors, they are the experts, they have the data.

K. Hawkinson: We are hiring a tenure track person for next year.

S. Lem: We are down to five lines; the resolution calls for it to move back up to eight lines. Also, under consideration is the limit of five “visits” per student per semester.

P. Quinn: What is the justification for the number?

S. Lem: Justification is that 10-14 annually is the best practice so they came up with 5-7 lines
Are we setting precedent to fill tenure track lines with resolutions, are we best serving our students by having permanent faculty in CPS by going from four to five, how do we want to define scope of service? If we pass as is, this is what will move forward.

E. Kraal: This is the system that we have, simply adding more counselors does not address the culture issue, who is leading this effort in terms of a cultural change, is that the purview of CPS or is it that of another group?

S. Lem: Is it a matter to be solved by APSCUF-KU and Administration or the wider community?
This is a consideration to think about as we move forward with the resolution.

E. Kraal: Is it appropriate that the faculty will be leading this task or is this some other component?
Who is driving this cultural change?

K. Hawkinson: We benchmark, look at other schools, come at it from different angles, look at best practices, engage the faculty and talk about culture change, work out work rules through meet and discuss. This issue is currently addressed in the contract so this can be moved forward if the contract is ratified.

E. Kraal: Who is the clear point person?

J. Gehringer: We can look at another institute? Grants at KU to train student teachers, there is a season coming which is addressing these issues. Bloomsburg University has an Institute that looks at this and it has changed the culture of the campus.

S. Lem: Glen Richardson’s resolution would like all entities to work together, asks for cultural shift among the three bodies.

L. Irving: Are you asking who led the effort?

J. Gehringer: This was funded by an investor who gave money to the university to address this.

T. Wong: Isn’t this what the president already promised? Provide a tenure track line and work with APSCUF-KU.

S. Lem: President said we move to four lines, APSUCF-KU is asking for a 5th line

M. Gambone: We are looking for one tenure track line, we would like to have a vote from Senate, it belongs to us, we can talk about the rest later. We would like to see a Senate vote on this.

S. Lem: Classic political debate, everyone is on the same side, we just disagree on how we do that.

G. Sirrakos: Assessment was once an issue, along came Krista Prock, we saw significant improvement, E. Kraal is asking who will lead this cultural shift for CPS, how is this going to look so it does not fall through the cracks? What is the organizational structure going to look like rather than saying we need a culture shift?

E. Kraal: If this is headed by CPS, this further enhances the need for a tenure track stable growth in that area.

R. Courtney: Is this binding? Is there harm that can come from supporting this resolution?

S. Lem: That is a different resolution offered by Glen’s email.

D. Johnson: After motion is done, we should be speaking about things within the Senate purview that we can do to address this, regardless of the vote. What is our next step? Steve, where do you think we should go with this motion? Do you recommend we vote in favor or not?

S. Lem: Received a recommendation to remain neutral in writing the report, to represent both sides, he is ambivalent, great points are made on both sides, the vote belongs to this body. Interesting arguments being made for and against.

K. Clair: Motions to close debate, C. Killebrew seconds, no objections

P. Quinn: Would like paper ballots for a Senate vote.

S. Lem: Objections moving to the vote? Hearing none, paper ballots are prepared.

G. Sirrakos: Which are we voting on?

S. Lem: Motion is to vote for APSCUF-KU resolution as presented.

S. Lem: Votes for the CPS resolution were tallied: 30 yes, 6 no, 5 abstentions, motion passes as presented.

D. Johnson: Will the Senate Executive board's next step be to talk about cultural change?

S. Lem: It will be discussed at the next Senate meeting and brought back to the body.

2. Pass/Fail Grading – Undergraduate Students (ACA-013)

S. Lem: In the last meeting we had questions about the credit limit and GPA. 30-credit limit and 2.7 GPA, Senate asked for clarification on how many people took pass/fail courses. In last five semesters there were lots of pass/fail courses but they were primarily internships and exhibitions. Only two undergraduate courses taken as pass/fail that were not internships or exhibitions in the last five semesters. Thoughts or comments will be sent to ASPC on the criteria.

S. Lem: Hearing none, the committee will continue work on this task.

VI. New Business

1. Nominations of Senate Officers – M. Cardozo, J. Garcia, V. Reidout

S. Lem: We will have elections in December, committee has been established.

- V. Reidout: We currently have two open positions: Vice President and Secretary. Senator Cordner is termed out but senator John is running for reelection.
- Nominations and candidate statements are opened until November 15th. Floor is now open for nominations for Vice President. P. McLoughlin nominates Tony Wong for Vice President. Nominations will be received until November 15th for this position.
- Nominations now open for Senate secretary, A. Zayaitz nominates senator John. Nominations were then closed.
- Senators Wong and John's position statements are due to the committee by November 15th.

VII. Adjournment

S. Lem: Motion to adjourn, K. Clair moves, G. Sirrakos seconds; all in favor.

Respectfully Submitted,
Mauricia John
Secretary, University Senate

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