



UNIVERSITY SENATE MINUTES

<http://www.kutztown.edu/about-ku/administration/university-senate.htm>

December 3, 2020

4:00-6:00 P.M.

ZOOM

Present: Martha Anderson, Colin Bolger, Ryan Bowers, Mario Cardozo, John Carelli, Janice Chernekoff, John Conahan, Frances Cortez-Funk, Cara Cotellese, Richard Courtney, Anne DeLong, Summer Doll-Myers, Michael Gabriel, Jennefer Gehringer, Christopher Habeck, Kenneth Hawkinson, Daniel Immel, Joseph Jedwab, Mauricia John, Deryl Johnson, Joni Klopp, Lisa Kowalski, Erin Kraal, Steve Lem, Padrig McLoughlin, Amy Pfeiler-Wunder, Robert Portada, Christine Price, Shawn Riley, Wendy Rogers, Rick Salafia, Jennifer Schlegel, Kayla Sherry, Michelle Sims, Georgeos Sirkakos, Jill Sober-White, Daniel Stafford, Michelle Vaughn, Veronique Vlaun, Andrew Vogel, Jenny Wallace, Tony Wong, Gwendolyn Yoppolo, Lindsey Yurchak, Anne Zayaitz.

Absent: Marci Scheuing, Loriann Irving, Paul Quinn, Doug Scott, Ceyhun Sunsay,

Guests: Matt Delaney, Jacklyn Downing, Warren Hilton, Sharon Picus, Karen Rauch, Des Reasoner, Ted Witryk, Carole Wells.

I. Call to order

S. Lem calls the meeting to order at 4:00 PM

II. Approval of the graduates for December 2020

A. Zayaitz moves to approve, J. Wallace seconds; all in favor of approving the fall 2020 graduates.

III. Approval of the Minutes from November 5, 2020

M. Vaughn moves to approve, F. Cortes-Funk seconds, all in favor with amendment from C. Price on the name of the LGBTQ plus Resource Center.

IV. Reports

1. Senate President – S. Lem

- Pandemic continues to cause challenges, and is at the forefront of executive discussions
- Spring 2021 semester plan was finalized with two thirds of courses online, spring semester will operate similarly to fall semester.

- Major issue of how to handle testing given new PA Department of Health recommendations. Possible ways to test students when they return to campus were discussed. The big hold up will be legal guidelines coming from PASSHE
- Last month Senate Exec. and SGB met to discuss student concerns with spring 2021 semester plan, particularly with the modified spring break. Two bodies worked together to create a joint resolution which calls for providing students and faculty with the opportunity to use the break days for mental and physical wellness.
- Senate also met with APSCUF leadership to discuss key financial changes with the PASSHE redesign. Early reports indicate new student applications were down by 30% but the gap has steadily improved over the past few weeks. Senate and APSCUF will work closely together in the spring in an effort to navigate the pandemic.
- SPRC met and they are working to update the university strategic plan. The focus is on enrollment management, student retention, and financial sustainability.
- The Justice, Equity, Diversity and Inclusion plan is moving along under the guidance of the Commission on the Status for Minorities.

2. Senate Vice President – T. Wong

- New Bylaws of the Center for the Enhancement of Teaching Advisory Board

P. McLoughlin: The duties of the Advisory Board says that members should attend all meetings on a regular basis; that is a responsibility not a duty. If Senate wishes to have such a policy where if you miss regularly scheduled meetings without notice in any given semester you may be assumed to have withdrawn from the committee and will be replaced – this should be a policy passed by Senate and should not necessarily be part of the bylaws. This language should therefore be taken out of the bylaws.

T. Wong: The motion is to send it back to the committee. M. Anderson seconds. I support this motion; however, this can be difficult to manage due to the large number of committees.

G. Sirrakos: The idea sounds like over policing of the duties of each committee. Each committee should revisit bylaws and language should be encouraged regarding the removal of members if they are not meeting their responsibilities, rather than a blanket policy that will impact all committees.

S. Lem: There should be a discussion at the Senate level that can go back to committee on committees. The motion right now is to send this back to the committee to decide if this language should be modified.

T. Wong: Vote on the motion to send this back to the committees. Twenty-five vote yes, so this will be sent back to CET.

- Revision of Bylaws of the International Affairs Committee
- Listed Assistant Director of International Admissions & Services as the Permanent Chair. Added Assistant to the Associate Dean for Inclusion and Outreach and listed as the Permanent Co-Chair.

T. Wong: There is only a small revision to the bylaws for the IAC and to add Assistant to the Associate Dean.

P. McLoughlin: Motions that this be sent back to the committee as well for a lot of reasons that are editorial. All in favor.

3. Senate Secretary – M. John

Nominations: Nov. 9th to Nov. 20th; Elections: Nov. 30th to Dec. 11th

- Strategic Planning & Resources Committee: Non-Teaching Faculty representative – 3 years (retirement replacement) no nominations
- Strategic Planning & Resources Committee: LAS representative (spring sabbatical replacement) one nomination

Winner: Dr. Khori Newlander

University Senate Representatives (starting Spring 2021) - Senators will be elected at December's meeting

- Center for the Enhancement of Teaching – 2 years: M. Sims self-nominates; all in favor of M. Sims.
- Space Allocation Committee – 2 years: P. McLoughlin and F. Cortez-Funk self-nominate. Senator McLoughlin receives the highest number of votes (18) F. Cortez-Funk (9) votes.
- Enrollment Management Committee: University Senate Representative (Sabbatical replacement Spring 2021): C. Cotellese self nominates, no other nominations; all in favor of C. Cotellese.

4. University President – K. Hawkinson

- We are up 3% in enrollment, up in number of applications and freshman deposits - thanks to Krista Evans and Admissions for playing a key role in this.
- Congratulations to the entire KU community, faculty students, staff and local community for perseverance and hard work in getting us through this challenging semester.
- EMT has put a preliminary plan for the spring semester, additional information will be forthcoming as we receive more guidance from PASSHE.
- Approximately 475 students are scheduled to graduate; they will be honored via virtual commencement.
- Annual President's holiday part will not be held this year, but there will be some virtual cheer featuring our music department.
- Pennsylvania German Cultural Heritage Center will host its annual Christmas Farm event this Saturday from 10 AM to 4 PM – attendees will join via Facebook live
- Former Golden Bear Alumnus Craig Reynolds, a standout running back on our football team from 2015 to 2018 is currently rostered by the NFL Jacksonville Jaguars. He is the first alumni to play in the NFL since 2003.
- Congratulations to Dr. Wells who will be taking over as Interim Provost and Academic Vice President in January.
- Congratulations to Sharon Picus who is also retiring.

5. University Provost – A. Zayaitz

- Thank you for all your kind remarks and emails both for retirement and death of my mother
- Thanks to everyone for work on advisement and outreach
- Winter course registration is open, and contracts will go out shortly.
- Spring Chambliss winners will receive awards virtually

6. Student Government Board – L. Yurchak

- Fall Fest went well with great turnout
- Welcome new members from general election—one for each academic college, new student rep and At-large representative
- New treasurer, Garrett Hudak
- Wellness Event—has raised a significant amount of funding and still gaining participation, created a wellness committee to help with the event.
 - Will be hosting an information session Friday @2pm via zoom for clubs and orgs to get involved
 - What the event is: This large-scale event will promote mental well-being through fun relaxing experiences that focus on techniques to encourage self-care. The goal of each experience is to encourage acceptance of mindfulness, awareness, relaxation, and understanding the need for selfcare by inviting practitioners from diverse backgrounds. This event will feature different practices for de-stressing, self-care, mindfulness, and overall wellbeing.
 - Shippensburg and Millersville are doing this; expectations and benefits—will be working on a BSGP level to get the other institutions on board who are not in favor of a spring break
 - Want to urge this University Senate to help promote this event once we start advertising
 - Recognize that student morale is low and there is little to no programming for students, so we hope this helps to Meeting w/KUA— “Help is not necessary, but it is appreciated
- Working to expand the board to possibly incorporate more students, even graduate students—update, expand and create more inclusive policy to gather more students and give them an opportunity to serve on the board
- BSGP—PASSHE Board of Student Government Presidents
 - o Auggie will be serving on a System-level Advisory group: This is a transparent and inclusive process that is intended to bring all voices and perspectives into the conversation. The System-level Advisory Group provides an opportunity for the system-level leaders of stakeholder groups to share their insights and to periodically receive information regarding the ongoing institutional integrations efforts that are part of System Redesign.
- The System-level Advisory Group includes leaders from the Board of Student Government Presidents, one SGA president from each integration combination, the Interim Faculty Council, the PA Association of Councils of Trustees, the Commission of Presidents, all

state-level unions, the Board of Governors, the PA House and Senate, the Governor's Office, and the PA Workforce Development Association.

- BSGP created a document for other Student Body Presidents urging them to consider an alternative grading policy in semesters where students are under the restrictions of COVID guideline's and cannot receive a traditional or normal college experience
- Friendly Amendment to Joint Resolution—during the time the resolution is brought up
 - Proposed to the second identified resolved item which should say the following instead: "Be it further Resolved, Student Government Board and University Senate call upon KU Administration to help promote and fund the "Gimme a Break" campaign, which is intended to promote mental health and spiritual wellness during these scheduled "Wellness Days".
- Reason: explicitly define and have university help promote the wellness events which are being planned on the designated supplemental spring break days

7. Assessment Office – K. Rauch

- January Assessment day will be held on Tuesday, January 12th from 9 AM to noon. Several award-winning speakers will be in attendance. There will be discussion on general education and program assessment.
- There will be a call for proposals in March for up to \$5000 per person in assessment grant money.

V. **Unfinished Business - S. Lem:**

1. UG Academic Forgiveness (ACA-055) @ ASPC: Recommendations are being made to the Deans, some of these polices will be brought to the Senate floor in spring.
2. Course Grading – Undergraduate Students (ACA-048) @ ASPC [Tabled until Fall 2021]:
3. Final Examinations (ACA-025) @ S. Lem: Revised Final Exam policy will be presented in spring semester.
4. COVID-19 Fall 2020 Survey: Survey is still open to students, so far 530 responses campus wide have been received.

VI. **New Business**

1. Senate-SGB Wellness Days Resolution (see attached)

S. Lem: SGB met with Senate Exec to voice concerns about the spring 2021 plan, specifically regarding the change to spring break. Both bodies worked to develop a joint resolution on the spring 2021 plan that is before the senate body today. The resolution was circulated prior to the meeting.

L. Yurchak: Friendly amendment: the second identified resolved item should say “Be it further resolved SGB and University Senate call upon KU’s administration to help promote and fund the ‘Gimme a Break Campaign’ which is intended to promote mental health and spiritual wellness during these scheduled wellness days.” This is just to explicitly define and have the

university help promote the wellness events which are being planned on the designated supplemental spring break days.

S. Lem: Since this resolution comes from Senate Exec. and SGB representatives, it does not need a second, but the floor is open for discussion.

P. McLoughlin: The idea that SGB and University Senate call upon KU faculty to provide these wellness days to improve mental and spiritual health by refraining or requesting students to complete academic related activities on those days is problematic. What an individual does with his or her time should be up to that individual. Why are we telling students how to spend their time, that should be left to the student.

S. Lem: The response for number three was drafted around the same time discussions were being had with the Provost and President about the expectations for wellness days. Students expressed that they did not want to be required to work if they did not want to work.

L. Yurchak: It is going to be similar to how the campus is operating right now, similar to the recreation center, you are not required to go in, but if you want to, you can.

P. McLoughlin: Again, this decision should not be made for students.

E. Kraal: There is nothing as I read it that requires students to participate, it simply provides students with the opportunity.

W. Hilton: There are areas within my division where we cannot operate without students; students understand that. We will make accommodations for students who want to be off on those days, but we cannot operate if we do not have students.

S. Lem: Hearing no other comments, motion to close debate. C. Cotellese moves, J. Schlegel seconds; all in favor of closing debate.

S. Lem: Debate is closed. All in favor of supporting the resolution. There is enough support to move the resolution forward. We will try to address the concerns of senators McLoughlin and Hilton.

2. Election of Senate President and Secretary – C. Bolger, J. Chernekoff, C. Price.

C. Bolger: Floor is open for nomination for secretary and president positions. Hearing no other nominations for the positions of Secretary and President, the Senate body voted on both positions via survey. Both senators Lem and John have been re-elected for President and Secretary effective Fall 2021.

VII. Good of the Order - S. Lem

1. Deadline for fall 2020 grade change policy: We provided students a week from the time grades were submitted to put in a grade change, but the timeline is problematic for a number of reasons.

A. Zayaitz: In spring we did not have the bump against the holiday, this is what we are experiencing here, which makes it difficult for various offices to get back to students in a timely manner for academic progress. I propose that the deadline be moved to Saturday at midnight after grades are posted on Tuesday.

S. Lem: All in favor of this change? There is sufficient support to move forward with this new deadline.

2. Senate Constitution Revision Taskforce: This committee has made several suggestions about revisions. There was no final vote to move to the agenda at this time, but senator Vaughn will provide some information.

M. Vaughn: Revisions were done in two parts, both documents were revised to align with current practices and sent off to senate exec. who will present to the senate body in the near future.

S. Lem: Thanks to everyone for their hard work on this committee.

3. Residence Halls - D. Johnson: Questions have come up on several committees about students in residence halls, specifically with the new mandate about testing and what we can and cannot do. For instance, how would students find out from their roommate if they are positive for Covid-19 or not? Can we then eliminate the additional surcharge for single rooms so that more students have this option in the spring for housing? The suggestion is a reduction and not an elimination of the fee for students wanting to return in the spring but are concerned about sharing a room.

D. Reasoner: Numbers look better for spring semester, we are under occupancy, but the numbers fluctuate. If the decision was made earlier to go single this could have been accommodated, at the moment we cannot do so. There has to be a balancing act of what is fair and ethical, students cannot pay varying prices for different size rooms. There is also the problem of differentiating who gets a single or a double room. Currently, room changes will be granted at the beginning of the semester, the occupancy rate right now is 52% but is subject to change.

D. Johnson: I do not see the unethical issue, perhaps some kind of incentive system can be useful.

P. McLoughlin: Dr. Johnson's point is well taken, this is a great idea, please give this some consideration.

T. Wong: Perhaps a policy to give students the option of having a single room might be useful.

D. Reasoner: Still, there is a balancing act of being equitable. These points will be considered.

D. Johnson: Please reach out to students about change of grades and be available to them up until the deadline.

4. Bateman-Schaeffer award - S. Lem: I would like to award the Bateman Schaeffer Award to Dr. Anne Zayaitz for her dedicated years of service, academic excellence, and dedication to KU's campus community. Thank you to the foundation for their sponsorship of the gift which will be delivered to Dr. Zayaitz.

A. Zayaitz: Thank you very much for the kind words.

S. Lem: Best of luck throughout the end of the semester and have a safe holiday.

VIII. Adjournment

P. McLoughlin moves to adjourn, D. Johnson seconds; all in favor. Meeting adjourns at 5:30

PM.

Respectfully Submitted,

Mauricia John

Secretary, University Senate

Please note: University Senate meetings are recorded to facilitate the documentation of University Senate proceedings (minutes). Audio recordings are only shared with members of the University Senate Executive board and support staff. Records will not be uploaded to the internet, shared or transmitted.