

KUTZTOWN UNIVERSITY SENATE MINUTES

<https://www.kutztown.edu/about-ku/administration/governance/university-senate.html>

February 4, 2021

4:00-6:00PM

ZOOM

Present: Martha Anderson, Colin Bolger, Ryan Bowers, Mario Cardozo, John Carelli, Janice Chernenkoff, John Conahan, Cara Cotellese, Richard Courtney, Emily Campbell (sub for Agostino D'Ancona), Anne DeLong, Summer Doll-Myers, Michael Gabriel, Christopher Habeck, Kenneth Hawkinson, Daniel Immel, Joseph Jedwab, Khori Newlander (sub for Mauricia John), Deryl Johnson, Joni Klopp, Erin Kraal, Steve Lem, Padraig McLoughlin, Amy Pfeiler-Wunder, Robert Portada, Christine Price, Shawn Riley, Angelo Rodriguez, Wendy Rogers, Rick Salafia, Jennifer Schlegel, Michelle Sims, George Sirrakos, Daniel Stafford, Doug Scott, Ceyhun Sunsay, Michelle Vaughn, Cecilia Holt (sub for Veronique Vlaun), Andrew Vogel, Jenny Wallace, Carole Wells, Garrett Haduk (sub for Linsey Yurchak)

Guests: Tabetha Bernstein-Danis, Matt Delaney, Jacklyn Downing, Lisa Kowalski, Karen Rauch, Troy Vingom, Chris Weiler.

Absent: Frances Cortez-Funk, Jennefer Gehringer, Loriann Irving, Paul Quinn, Marci Scheuing, Jill Sober-White, Andrew Vogel, Tony Wong, Gwendolyn Yoppolo.

I. CALL TO ORDER

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

- **INSTITUTIONAL CLIMATE REPORT** – Presented by C. Weiler & T. Bernstein
 - a. Report was shared with members prior to meeting
 - b. Main themes
 - promote success for everyone across the university
 - work on continuing to develop the caring campus climate
 - improve the campus climate through collaborative communication
 - strengthen, cultural and cross-cultural communities
 - c. There was some discussion on items.

II. APPROVAL OF MINUTES FROM DECEMBER 3, 2020

M. Vaughn moves to approve, J. Jedwab seconds. Approved with no corrections.

III. REPORTS

a. SENATE PRESIDENT – S. LEM

- The pandemic continues to deliver significant challenges for us individually and KU collectively.
- The University shifted the first two weeks of classes online and delayed the start of on-campus residency until January 29.

- New opportunities for campus-wide COVID testing, which is required for on-campus residents and athletes and optional for off-campus students and employees.
- Able to reach the mutually agreeable compromise on Wellness Days (substitute for Spring Break).
- Senate Exec and Dr. Hawkinson support extending the COVID grading policy for the spring 2021 semester.
- Snow Day revisions - Policies ACA-006 and 015, consequently, are outdated, and Senate Exec has agreed with the Provost's suggestion that these policies be removed from the policy register.
- PASSHE Redesign – The state system's efforts are largely concentrated on the integration of our sister institutions in the West. Eastern institutions may not develop 100% online programs without the permission of the integrating schools until 2022.

b. SENATE VICE PRESIDENT – D. JOHNSON

- Committee on Committees will launch our Willingness to Serve on Governance Committees starting 2/8/21 and will close 2/19/21.
- Committee on Committees will host a zoom meeting with all governance committee chairs that have members appointed by Committee on Committees on 2/26/21 at 3 p.m.
- Committee on Committees continues to develop spreadsheets and new ways to archive meeting notes and membership information for all governance committees that fall within the purview of Committee on Committees.
- Committee on Committees is working to establish permanent zoom links for each governance committee and to implement a possible master schedule of all meetings for committees beginning Fall 2021.
- Spring (2021) replacements for committee vacancies is currently underway.
- Please email senate@kutztown.edu with all correspondences for Committee on Committees or the University Senate VP.

c. SENATE SECRETARY REPORT – C. COTELLESE

- Elections beginning March 15 for the vacancies on the following committees:
 - **Committee on Committees**
 - College of Education Rep – 3 years
 - College of Business Rep – 3 years
 - **Grade Appeal Board**
 - College of Business Representative-Tenured – 3 years
 - **Strategic Planning & Research Committee**
 - College of Business Representative – 3 years
 - College of Business Representative – 3 years
 - College of Education Representative – 3 years
 - College of Visual & Performing Arts Representative – 3 years
 - Non-Teaching Faculty – 3 years
 - Nominations begin on Feb. 22.

- Tony Wong – vacancy on Enrollment Management – A sub needs to be elected. Please let Cara know if you are interested.

d. UNIVERSITY PRESIDENT REPORT – K. HAWKINSON

- Expressed thanks and gratitude to all the essential workers and others who had to make sacrifices to make sure that we're able to continue our mission during the snowstorm.
- We will receive \$11.5 million from what is essentially the second Cares Act. We are required to provide a minimum of \$3.7 million directly to our students. The remaining 7.8 million can be used directly by the institution for items like lost revenue, COVID testing, faculty distance education payments and technology and all kinds of other things that are related to the pandemic. It will be a huge help in offsetting lost revenue, in the housing and dining operations due to our 10% discount for students moving in late
- There are about 1800 students in Residence Halls. This is well below our normal resident levels. We are hoping we can get some reimbursement for the loss of that revenue.
- We remain committed to a balanced budget. We don't know if there will be any tuition increase coming.
- Any money coming that will make its way to the State system universities are projected to increase about \$2.5 million and student aid and scholarships are projected to increase about \$3.5 million.
- 75 to 80% of incoming students receive merit scholarships. Merit scholarships provide students will either \$4000, \$3000, \$2000 or \$1,000 based on their accomplishments in high school and testing.
- We continue to make sure that our university is right sized based on the indicators that have been established for us by the State system.
- De Fran renovation and the Popular house or Welcome Center remain on schedule. While they're years late, they're now moving forward.
- Areas of Old Main are being prepared for the College of Business faculty to relocate this summer.
- Mergers and consolidations of universities are continuing. There is a moratorium that's been put in place on undergraduate online program development for the next year and a half year and a half or so. That is so that the new university of the West can concentrate on developing their online programming.
- The Board of Governors passed new retirement incentives for nearly all our bargaining units and similar incentives will be provided for non-represented groups.
- The Foundation is working on its \$40 million comprehensive campaign. Already raised \$31 million toward our \$40 million campaign. In the last five years we've doubled our endowment from \$19 million to \$38 million Last year, the foundation raised more money in one year than any other time in history, just under \$9 million and we're already at about \$8.1 million this year so we're confident that we're going to hit that \$40 million mark fairly soon.

- We were able to identify a third party that allows us to legally test asymptomatic students. We had tested about 2100 students and employees and we had five positive cases. We have another screening date next week and then on each wellness day and then at the end of the Semester.
- Athletic teams will be practicing and spring sports and will be competing. Athletes are tested at least once a week in some sports, two and three times a week in others. This will give us a good idea as to whether or not we're getting any Spikes at any time through the course of the Semester.
- Working on revising our strategic plan. The plan needs to mesh with the state system goals which center around retention, enrollment management and fiscal responsibility, so we are developing our plan, so it fits into the expectations of the State system. We are also working on a diversity, equity, and inclusion strategic plan.

e. UNIVERSITY PROVOST – C. WELLS

- Belated welcome to students, faculty, and staff to the spring semester. Also thank you to the dean's, faculty, and staff for stepping up to the challenge of preparing for dealing with another uncertain semester.
- Thanks to Dean Ward for accepting the position of interim dean of graduate studies for the spring semester.
- Thanks To leadership for productive meetings to discuss my first semester as the interim provost.
- Thanks to SGB leadership for an informative and successful meeting.
- Thanks to the President who's been very patient during this transition period.
- Thank you to our students for their patience, for their perseverance and for the resilience during a very difficult time in their lives.
 - Question from J. Schlegel asking for update on Graduation plans
 - C. WELLS and K. HAWKINSON – will try to make a decision by March.
 - If possible, there will be some level of face to face, and the door will be open to all 2020 graduates to come back as well.

f. STUDENT GOVERNMENT BOARD -E. CAMPBELL

- Thank you to the Senate and administration for our collaboration over winter break and making sure we preserve the Wellness days.
- SGB retreat was last weekend. Talked about and set some goals. Also discussed ideas about how we can make graduation an in-person event. Will relay some of those ideas to Dr Hawkinson.
- Flyers will go out for First Wellness day next week.
- SGB At- large committee is working on advocacy with Sandy Green and PASSHE.
- Advisory group for the integration efforts met this past Tuesday to give input on the updates from the working groups.
- SGB meets today with Chancellor Greenstein following his Board of Governors session.

g. ASSESSMENT OFFICE – K. RAUCH

- January assessment workshop- very pleased to have about 70 participants
- Monday February 15 – all program mid-year assessments due to the Deans office.

IV. UNFINISHED BUSINESS- S. LEM

- Many policies are still under consideration. (Listed in Agenda)
- Fall 2020 COVID impact survey results were discussed with the task force and will be sent to the Student Success committee to be considered next time they meet.

V. NEW BUSINESS- S. LEM

- Election of temporary Senate Vice President and Senate
 - Senator D. Johnson was elected as acting Vice President for the Spring 2021 term
 - Senator C. Cotellese was elected as acting Secretary for the Spring 2021 term
- Alternative grading policies for our undergraduate students. Senate Exec. and President and Provost are in favor of policy for the Spring semester. We really want faculty input and staff input on this so take the question back to your departments and see how they feel about extending the policy for the Spring 2021 semester. Will discuss and vote on this item at the March meeting.
 - P. McLoughlin: Could this be decided by Monday April 19?
 - S. Lem: If we have the vote through senate by the March 4 it would be in place by the withdrawal deadline.
 - J. Chernekoff: Do we know what the repercussions are for financial aid or the Registrar's office?
 - S. Lem: I don't have an answer, but I could certainly investigate it.
- Revision to University Senate Constitution
 - Review revisions that have been given out today and there will be discussion about changes etc. at March meeting.
- Removal of Kutztown University Policy ACA-006 and ACA-015 from the register. These policies are no longer applicable, so it is the recommendation of Senate Exec. to remove them.
 - P. McLoughlin expressed concern about this decision being rushed.
 - G. Sirrakos expressed concerns about inequity for faculty as well as students if traditional snow days are eliminated.
 - K. Hawkinson expressed that faculty could teach online synchronously, assign work, or make up classes on an alternate day.

- G. Sirrakos recommended that the language surrounding this policy be very intentional.
- E. Campbell expressed concern that there are things that come with a snow day that must be attended to and classes aren't always the main priority. Suggested that there is more input from students.
- S. Lem stated that there is more opportunity once policies are eliminated.
- E. Kraal stated that there are challenges related to childcare, job responsibilities and moving class to another time. Both faculty and students can't just immediately adjust their work or childcare schedules. This is a great opportunity for those conversations to take place and to make sure that not only are the policies in place, but the Faculty have the skills to think about how to implement them in an equitable and inclusive way.
- S. Lem: Eliminating the current policies is the right move. We can have further conversations through shared governance on how to handle equity issues when it comes to how we make up those class periods that are changed because of inclement weather.

VI. AS MAY ARISE

- J. Downing –
 - Inclusive access student participation rate is at 92.3%
 - Will send additional data to faculty
 - Ready to accept adoptions for summer and fall – March 15 is the adoption goal.
 - Hosting our academic department Secretary gathering at the end of February
 - Noticed an unusual gap between enrollment and required course material purchases as the beginning of week three. Students have only purchased 30% of their required materials, and for this reason there is concern that students might not have the materials they need to be successful in their classes.
- S. Lem
 - Question on whether there will be computer replenishment for the summer for faculty and staff.
 - C. Wells - Computers that are in dire need of replacement will be discussed with the President. We are going to be replacing telephones and that will begin in late spring early summer but we're not going to be doing computer replenishment right now.
- C. Price
 - Friday, February 12 is our fourth annual gender and sexual minorities conference.
 - Keynote at 10am is Pennsylvania representative Malcolm Kenyatta. He will be speaking and our theme this year – activism.
 - 12 sessions that are lined up for the afternoon

VII. Adjournment – 5:32 pm by acclamation

Respectfully submitted,

Cara L. Cotellese

Secretary, University Senate (Spring 2021)

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