

KUTZTOWN UNIVERSITY SENATE MINUTES

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

February 2, 2023

4:00-6:00PM

AF 103 & ZOOM

Present: Kenneth Hawkinson, Roman Altshuler, Colin Bolger, Mario Cardozo, Janice Chernelkoff, Kate Clair, Cara Cotellesse, Richard Courtney, Lisa Frye, Mike Gabriel, Amanda Garcia, Jen Gehringer, Chris Habeck, Joe Harasta, Olivia Hartman, Shelby Hoppis, Julia Hovanec, Daniel Immel, Loriann Irving, Yoon Mi Kim, Pierette Kulpa, Eric Laub, Perry Lee, Elyse Levandowski, Dannell MacIlwraith, Christine Price, Shawn Riley, Makayla Roccia, Rick Salafia, Kayla Sherry, Jill Sober-White, Dan Stafford, Jay Sunsay, Veronique Vlaun, Deryl Johnson, Lorin Basden Arnold

Management Tech: Mary Bononno

Guests: Matt Delaney, Donna Demarco, Jacklyn Downing, Erin Kraal, Laura Fahy-Leo, Steve Lem, Catherine McGeehan, Josh Miller

Absent: Martha Anderson, Ryan Bowers, John Carelli, Francis Cortez Funk, Anne DeLong, Kristina Fennelly, Amy Pfeiler-Wunder, Robert Portada, Angelo Rodriguez, Wendy Rodgers, Kim Shively, Michelle Sims, George Sirrakos, Baron Vanderburg, Gwendolyn Yoppolo

- **CALL TO ORDER**

- D. Johnson calls meeting to order at 4:00PM

- **ANNOUNCEMENTS**

- Executive board members, D. Johnson, C. Cotellesse, Julia Hovanec, & Lisa Frye
- Hybrid choice for made for Senate meetings.
- D. Johnson has 3 goals as president 1. More collaboration and communication. 2. Take care of “low hanging fruit” including correct signage in Old Main. 3. Advance vision of shared governance taskforce.
- Verification of Attendance now on Starfish.

- **GUESTS**

- **Krista Evans**, Interim Vice President of Enrollment Management and Student Affairs
 - Enrollment – Fall 23 6786, 400 net deposits; 309 transfer numbers, 58 deposits.
 - Initiatives – CoRe Program – Seeking funding for Summer 2023, Transfer newsletter, Transfer tour guides, Honors application program revamped, and Philly reception proposal with foundation in April.
 - Accepted Students Day – March 4th, 2023 – Confirm department’s attendance.
- **J. Miller** – Academic Technology Committee Report
 - Update and plan for 2023 including bylaws update and actionable items.
- **C. McGeehan** – Strategic Planning & Resources Committee Report –
 - SPRC SharePoint created which outlines process for annual monitoring of the strategic plan and more.
- **L. Basden Arnold & Matt Delaney** – SI Budget Requests

- State system secured more funding & Coronavirus one-time money.
- Pot of funds available to fund request.
- Request to spend money by D. Johnson.
- Forms will be emailed and will be available on SharePoint.
- **APPROVAL OF MINUTES DECEMBER 2022**
 - Deryl Johnson Motioned to approve the minutes.
 - Motion Carries
- **REPORTS**
 - **SENATE PRESIDENT – D. JOHNSON**
 - Reported earlier.
 - Thanked Steve Lem for 3 ½ years of service
 - **SENATE VICE PRESIDENT – C. COTELLESE**
 - Wrangle D. Johnson.
 - Change of By Laws for ATC
 - COC recommends the revision to the Bylaws of ATC to add a Clerical Assistant (from an Academic Department) to the membership of this committee, to be appointed by COC.
 - **SENATE SECRETARY REPORT – J. HOVANEC**
 - No report
 - Check Senate Representative terms in March
 - **UNIVERSITY PRESIDENT REPORT – K. HAWKINSON**
 - Brief report
 - Good news on enrollment
 - Welcome Back Letter
 - Financial situation is good,
 - Construction processes and campus including buildings on the 5-year list.
 - Trip to India (student & faculty exchanges), lots of opportunity. Want to send oversees, door is open. Interest in fully online programs as well.
 - **UNIVERSITY PROVOST – L. BASDEN ARNOLD**
 - Updates on where we are now since written report.
 - Searches at administrative level.
 - We are not doing a formal 2nd attendance verification period.
 - Sabbatical Applications.
 - Share if you have something going on and submit form.
 - Starfish Taskforce members – Kate Peffley (staff), Marlene Fares (non-teaching faculty), Ashwini Gangadharan (COB) Nicole McClure (LAS), Diana Ebersole (VPA), Tabetha Bernstein-Danis (ABSCUF & COE), Amy Pfeiler-Wunder (Student Success), & Damere Jackson (student)
 - **STUDENT GOVERNMENT BOARD -K. Sherry**
 - Spring Retreat.
 - Ideas and goals.
 - Mental health, safety, and more.
 - Methods to collect information from students.
 - Reviewing Policies and procedures.
 - Prizes and giveaways and new secretary.
 - Bringing shadows to get a feel for what to expect.

- ASSESSMENT OFFICE – K. RAUCH
 - No report.
- **UNFINISHED BUSINESS – D. JOHNSON**
 - Course grading policy is still being reviewed at ASPC
 - Senate constitution revision on hold.
 - Shared Government Task Force – 18 months – presented 6 recommendations – By willingness of next year. 88 committees. 1. Shared governance reviewed every 5 years. 2. Tripartite Restructuring 3. Membership, Training, & Communication 4. Incorporating DEI Principles 5. Enhancing Participation and Technology & 6. Additional Recommendations
 - Committees on Committees (you need a statement)
 - Suggestions can be made – just email Senate – Include Students on Committees
- **NEW BUSINESS – D. JOHNSON**
 - None
- **GOOD OF THE ORDER – D. JOHNSON**
 - None
- **ADJOURNMENT**
 - 5:50 by Acclamation

Respectfully submitted,

Julia. L. Hovanec

Secretary, University Senate

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