Kutztown University Kutztown, Pennsylvania
UNIVERSITY SENATE MINUTES
http://www.kutztown.edu/about-ku/administration/university-senate.htm
NOVEMBER 1, 2018
ACADEMIC FORUM 103

Present: H. Alviani, A. Arnold, M. Cardozo, A. Christman, K. Clair, A.M. Cordner, C. Cotellese, R. Courtney, S. Dewey, S. Doll-Myers, M. Gabriel, J. Garcia, J. Gehrenger, M. Gober, C. Habeck, K. Hawkinson, B. Hudak, D. Immel, L. Irving, J. Jedwab, M. John, D. Johnson, E. Johnson, E. Kraal, S. Lem, S. Mangold, P. McLoughlin, A. Meck, F. Murshed, L. Norris, A. Pfeiler-Wunder, C. Price, V. Reidout, S. Riley, J. Schlegel, M. Sims, G. Sirrakos, D. Stafford, J. Sunsay, E. Sweet, M. Vaughn, A. Vogel, S. Wei, T. Wong, A. Zayaitz, Y. Zhang

Absent:, J. Conahan, L. Moss, W. Rogers, M. Scheuing, J. Sober-White

Guests: J. Chernekoff, G. Clary, J. Downing, D. Elliott, D. Greenstein, T. Heyward, L. Kowalski, D. Mace, K. Marshall, K. Prock, C. Wells T. Witryk

I. Call to Order
   University Senate President A. Arnold called the meeting to order at 4:02 PM.

II. Approval of the Minutes – A. Arnold
   R. Courtney moved to approve Minutes from Oct. 4, 2018; second M. Gabriel. Minutes approved.

III. Announcements – A. Arnold
   A. Arnold asked approval of the Agenda. Moved A. Vogel; second S. Lem. Agenda approved.

IV. President, Committee Task Force Reports:
   A. PASSHE Chancellor's Report – D. Greenstein
      A. Arnold welcomed and introduced our new Chancellor to the Senate, the only body on campus that represents every constituency. He also acknowledged the Chancellor's enormous task as the System faces huge challenges.
      D. Greenstein: responded that these interesting times require great changes & outlined priorities.
         1. effect inclusive, transparent change quickly
         2. understand who our students are to know how best to serve them:
            a. are we serving the students we ought to be serving?
            b. are we moving as fast as necessary to improve for our students?
            c. do students have enough support to succeed?
         3. need to move quickly; stakes are high both for students and communities
            a. market is moving fast
            b. many non-PASSHE competitors in PA; can be much more agile responding to changes
         4. A transformative period in Higher Ed. What will PASSHE do? Schools can face challenges collectively.
         5. Inclusivity is critical because all stakeholders are affected. Emphasize this & transparency. Senate is critical due to its university-wide representation. How to use shared governance in this process?

      Discussion:
         D. Johnson: Some campuses have distinct identities. What is the place of the Arts in the System?
         D. Greenstein: As Chancellor, is looking at System overall. Humanities & Arts are critical; Liberal Arts the core of college education. Students may arrive with view to "job training" but can be "infected" with curiosity about Liberal Arts.
         J. Schlegel: Senate President has been emphasizing shifting KU culture from mistrust to trust & working together. What of lag between technical changes and cultural ones so changes are embraced?
         D. Greenstein: We can use change to shift culture; doesn't have to be a lag. Use group approach &

transparency as work through changes together. Example: realign budget working together at all levels.

E. Johnson: Affordability & delayed financial aid impacts many students' ability to buy what's needed at start of the semester, putting them at great disadvantage.

D. Greenstein: Timely financial aid is needed & will work w/ PA Legislature to that end. Focus on what one can control, what one can influence; set aside what is beyond either.

T. Wong: Grad Students aren't permitted to hold sections to reinforce key concepts. Rigidity of the CBA limits how much students can learn.

D. Greenstein: supplemental instruction in STEM disciplines is a problem. There has been success in undergraduates leading sections.

A. Arnold: How can you impact the CBA so individual universities can flex in such situations?

D. Greenstein: Depends on what the Union brings to the table.

D. Greenstein: Primary goal is to move to an environment where each university makes more decisions & there is much less top-down. For example, ask each university to develop a plan to maximize students & align budget with that.

S. Lem: Has been following APSCUF notifications. It seems we're on the cusp of a cultural shift away from impasse; discussions between the Chancellor's office & APSCUF much less adversarial. Can you address; perhaps insights to help KU's APSCUF pursue similar strategies with Admin.

D. Greenstein: [APSCUF President] K. Mash and I attended a Mending Fences presentation. Listen to those with experience who are also passionate about student success. Find major underlying disagreements to discuss & develop trust. Example: Budget dysfunction.

E. Kraal: Appreciates D. Greenstein's tone & collaborative focus. What of competition both within KU & PASSHE schools?

D. Greenstein: instead of bilateral competition between PASSHE schools for funds, build collaboration opportunities. Competition & mistrust is product of PASSHE history. Market is only so big; PASSHE schools must come together. KEY: The System no longer works & needs to embrace a new reality.

A. Christman: Excellent questions. We staff are here to serve students too.

V. Reidout: SCUPA is on front lines for students. Appreciates D. Greenstein looking at students holistically.

D. Greenstein: Yes; harness energy to support students, work together to develop & meet goals.

K. Clair: Programs with high retention rates could perhaps share best practices they've found.

C. Price: Much collaboration in my area for GLBTQ support. Will there be more support for such students?

D. Greenstein: Aware of non-conforming students; ALL students matter.

P. McLoughlin: What is the plan for Cheyney?

D. Greenstein: PASSHE schools have small school problem of scale. What is optimal to be sustainable? Optimal operating scale is around 8,000 students. Collaboration & shared resources can address this. No institution is fine on its own. Race, race equity, economic background are all critical factors. It's our responsibility to address to close accomplishment gap.

P. McLouglin: Would you merge Cheyney & West Chester?

D. Greenstein: No. Merging the country's oldest HBCU with a much larger, mainly white university is not right.

A. Arnold: Thanked D. Greenstein for his time & insights; Senate applause for Chancellor.

B. Senate President's Report – A. Arnold

To streamline, we are moving to written reports, to be posted a week before our monthly meeting. Senators please read reports to prepare; meeting time for questions/discussion of reports.

Each Tuesday at 2 PM, Senate Executive will meet. Every Senator is encouraged to attend, to bring forward matters from constituents &/or topics of particular relevance. The more input, the better.

C. Senate Vice President's Report – A. M. Cordner, Chair, Committee on Committees (CoC)

A. M. Cordner presented a slate of appointments to University Committees determined by CoC for Senate approval. No Discussion. Appointments Approved.

CoC is moving forward to become a communication hub for Committees & Commissions with overlapping missions & areas of focus.

D. University President's Report – K. Hawkinson

No report; President with Chancellor.

E. University Provost's Report – A. Zayaitz

No report: Provost with Chancellor.

F. Student Government Board (SGB) Report: – B. Hudak

1. SGB leaders met with Chancellor Greenstein this morning.
2. Fall Fest for all students; over 25 student organizations are participating.
3. Much social media over SGB's Paint the Town Gold event; athletics groups will be involved next year to grow the town/gown event.
4. SGB will have a shuttle to get students to Maxatawny 3 Precinct throughout election day.
5. SGB is working with Academic Affairs to develop an Advisement Checksheet to maximize time with advisors.
6. SGB budget process is moving forward.
7. There will be a Diversity Conference in Feb. 2019
8. There are 11 seats to fill on SGB.
9. Input about Last Weeks Issues: Students are adamant that they want no finals on Monday so they have a day to prepare. Housing requires students to move out two hours after last exam. This puts huge stress on students & impacts their ability to perform well; they can't pack & study simultaneously.

J. Schlegel: How can Senate help SGB get timely appointment of a student to the Council of Trustees?

B. Hudak: We have an ambitious timeline; the goal is to have a name submitted to Governor's office by winter break. The student then remains in the position until they graduate. Current vacancy is due to the trustee stepping down over the summer. Normally, they would attempt to identify a student earlier.

J. Schlegel: suggested starting the process over winter break for a student Trustee to start in Fall.

G. Chief Assessment Office Report - K. Prock

1. Past workshops are available online for anyone to consult.
2. Next workshop is on how to collect data (student work).
3. ALL programs have submitted their SLOs & curriculum maps; cooperation greatly appreciated.
4. Academic Assessment Council in process of feedback on the above.
5. January 14: there will be a workshop on data analysis.
6. Nov. 15: rubrics for the Fall semester due to Deans' offices

V. New Business

A. Posthumous Degree: Mr. Edwin Njoroge - A. Arnold

Mr. Njoroge was a Computer Science major in good standing who had earned 107 credits; Chair of Computer Science has asked that the degree be awarded. No discussion. Petition unanimously approved.

VI. Elections, President and Secretary - J. Garcia

Currently there is one nominee each for President & Secretary of University Senate. Further nominations are encouraged. Email J. Garcia w/ statement to self-nominate; deadline is Nov. 15. Nominations will also be taken from the floor at the December meeting when elections will be held.

VII. Unfinished Business - A. Arnold
   A. First Week(s) Problem Memo (Progress)
      A. Arnold: Progress continues on this complex issue.
      J. Downing: Early adoptions are working; Bookstore goals already far exceeded. Last Spring, 43% early adoptions; this Fall, 74%! Books & materials are posted ASAP for students to access; great assistance to them for how to make best use of financial aid.
         Question about no adoptions for Indep. Study/Individ. Instruction: only 1% of overall adoptions. Particularly an issue w/ Education programs/Pro-Seminars. Information being shared w/ those programs.
         Important: Faculty can enter textbook adoption for up to four semesters.
      A. Arnold: We also need to address "Syllabus Week": some faculty don't use the week due to drop/add. Senate can help build consensus of expectations for first week academics.

   B. Academic Policy Report - D. Mace, Chair, Academic Standards & Policy Committee (ASPC)
      1. ACA-054: International Undergraduate Tuition Waiver: ASPC believes this is not an academic policy & unanimously supports shifting this to Guidelines for the International Admissions office. No discussion. Unanimously approved.

      2. ACA-086: Regalia Policy: ASPC unanimously agrees that policy is about approved academic regalia (such as cords, stoles, medallions, pins), not about decoration. Dean of Students or Designee must approve groups wanting to have such regalia for graduation ceremony.
      Discussion:
         B. Hudak: SGB has discussed with President. Students feel robbed of their right to express themselves but President is not convinced.
         G. Sirrakos: "Criterion" too vague; must be highly specific.
         J. Schlegel: Veterans are permitted to wear uniforms instead of regalia; policy must include this.
         S. Mangold: Regalia under ACA-086 is intended to recognize achievement of note or leadership, not just membership in an organization. Issue is not about decorating caps but only academic regalia.
         E. Meck: Is there no formal policy about decorating academic regalia such as caps?
         S. Mangold: No but President is adamant that caps not be decorated.
         D. Mace: ASPC never considered issue of caps; just regalia as recognition of achievement.
         A. Arnold: Issue of embellishing caps falls outside of ACA-086.
         R. Courtney: We need to hear more from the President about embellishment.
         S. Mangold: Decorating caps & such are about individualism; policy is about another issue.
         P. McLouglin: Caps are part of regalia, though.
         A. Arnold: Point of Order: Do not talk across each other. Need to preserve civility. Senate President determines who speaks next.
         A. Vogel: Publish criteria and clarify difference between official recognition & decoration. Why aren't students included in this policy determining criteria?
         D. Johnson: There are good reasons to consider this further. Move to postpone; second B. Hudak.
         Parliamentarian S. Lem: This is debatable.
         D. Johnson: Recommend reconsider at February 2019 meeting; policy can't be in place by December graduation and there will be more time to report to constituents; ASPC will have more time.
         D. Mace: ASPC agrees to February consideration.
      Motion to reconsider ACA-086 in February 2019 unanimously approved.

      3. ACA-YYY: Graduate Studies Course Grading Policy:
         D. Mace: This is a continuation of a policy change for graduate level grading.
         C. Wells: Adding Pass/Fail option is needed to complete all options for graduate grades.
      No Discussion. Policy unanimously approved.

      4. ACA-074: Second Degree: Policy pertains to allowing academic programs to determine relevance of coursework for previous Master's degree to apply to a second Master's degree. Chancellor's office had asked for clarification of wording. No discussion. Revision unanimously approved.

5. ACA-027: Academic Honesty Policy:

    D. Mace: Main focus of revision regards staffing the Committee, moving it from Student to Academic Affairs, with Registrar having oversight rather than Dean of Student Affairs

  Discussion:

    S. Wei: Policy makes no mention of submitting the same work for more than one course.

    A.M. Cordner: noted policy states "includes but is not limited to..."

    R. Courtney: Restriction would nullify ability for student to rework, develop research further in another course.

    C. Wells: Policy language parallels that of other PASSHE schools.

    A. Vogel: Commends the Committee for work on this policy. ACA-027 should remove the section on Processes for claims of Academic Dishonesty from Policy itself. It also needs to be accessible to students.

    S. Mangold: Policy is clearly included under the FAQS for student conduct.

    A. Arnold: Called the question. Policy as revised approved.

  C. Verification of Attendance (Ninth Week)

    T. Witryk: All faculty will now be notified when they have verified attendance for all classes. Also when they have submitted all grades at end of semester.

    Questions about need for second verification after 60% mark of semester: Financial Aid believes is best for students and university.

  Discussion:

    P. McLoughlin: Can we discuss issues raised by G. Richardson that this verification is unnecessary?

    T. Witryk: Yes. Second verification helps students. If they receive an FN they will automatically lose 50% of their Federal aid.

    T. Wong: If a student attended during first week but not second, why doesn't system allow us to mark last date of attendance?

    T. Witryk: Per Federal Law, first week doesn't count due to drop/add period. Such students can be marked with an excused absence. Status can be updated if students attend after verification period.

    D. Johnson: Email all students to remind of last day to officially Withdraw from a class.

    L. Norris: Also email all Advisees.

    V. Reidout: Remind students to check weekly Success Tips.

  D. Last Weeks and Final Exam Period (Senate Memo)

    A. Arnold: Senators continue to be in contact with constituents to prepare for next meeting.

  E. Sustainable Culture of Assessment (Continuous Improvement)

VIII. As May Arise

  None.

VIII. Adjournment:

  A. Vogel moved to adjourn; second G. Sirrakos. Meeting adjourned 5:59 PM.

Respectfully submitted,
Lisa Norris
Secretary, University Senate