

UNIVERSITY SENATE MINUTES

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

February 3, 2022 4:00-6:00 P.M.

AF 103 & ZOOM

Present: Lorin Basden Arnold, Colin Bolger, Ryan Bowers, Mario Cardozo, John Carelli, Janice Chernekoff, Cara Cotellese, Richard Courtney, Anne DeLong, Michael Gabriel, Amanda Garcia, Jennefer Gehringer, Meg Gooding, Chris Habeck, Julia Hovanec, Garrett Hudak, Daniel Immel, Loriann Irving, Mauricia John, Deryl Johnson, Erin Kraal, Pierette Kulpa, Padrig McLoughlin, Amy Pfeiler-Wunder, Robert Portada, Christine Price, Wendy Rogers, Jennifer Schlegel, Kayla Sherry, George Sirkakos, Jill Sober White, Dan Stafford, Ceyhun Sunsay, Michelle Vaughn, Veronique Vlaun, Tony Wong, Steve Lem
Guests: Anne Carroll, Jacklyn, Downing, Jason, Garcia, Lisa Kowalski, Brian Kronenthal, Catherine McGeehan, Karen Rauch

I. Call to order

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

II. Announcements

1. Protection of Minors for University Sponsored Events – J. Garcia

- There has been a couple of updates to the Protection of Minors Policy
- Policy verbiage distinction: Minors, (refer to any person who is not a KU student and is under the age of eighteen). Other categories include adults, active participants, spectating, adults authorized list.
- If you have an event registered in EMS with minors, the event remains tentative until the protection of minors' process is completed (special form needs to be filled out). HR validates everyone on the list, then the event moves from tentative to confirmed.
- Waiver of liability will be sent once the event is confirmed (must be signed by parent and minor)
- At the end of the event, all completed waivers and rosters must be turned in for record keeping.
- Students volunteering for an event involving minors enrolled at KU are exempt from clearances.
- Minors' registration forms are due 30 days prior to event

III. Approval of the Minutes from December 2, 2021

S. Lem asks for a motion to approve the minutes, J. Schlegel moves to approve, C. Habeck seconds; all in favor.

IV. Reports

1. Senate President – S. Lem

EMT

The Emergency Management Team continues to meet regularly. In case you missed the announcements, KU announced a change to the isolation protocol. Employees who test positive for COVID-19 may request to work remotely for the length of their isolation period – up to 10 days. Please see the January 14 e-mail for more information. Second, per recommendations from EMT, the university now has KN95 masks available. Faculty or departments can request PPE supplies by e-mail to ppesupplies@kutztown.edu.

SPRC

There's renewed energy on the Strategic Planning & Resource Committee this year under the leadership of Dr. Cathy McGeehan. She'll provide a report a bit further down the agenda, but all of the subcommittees – Budget, Strategic Initiatives, and Program Review – are active after a long hiatus.

SST

The Student Success Team has been meeting regularly to discuss strategies to reduce barriers to student success. In particular, there has been renewed focus on how to implement an early alert system, which this body has discussed in the past few years. As that process moves forward, I would expect that this body will entertain some policy changes that will help facilitate the adoption and usage of early alert practices.

Budget and PASSHE Redesign

KU continues to face budgetary challenges and pressure from the PASSHE redesign process. As has been practice over the past few years, we'll have Mr. Matt Delaney provide an update on our financial outlook closer to the end of the semester, when there's more information on some of the budgeting assumptions that we are currently making.

2. Senate Vice President – T. Wong

Committee on Committees: Willingness to serve will open mid-February; make sure and check your email.

3. Senate Secretary – M. John

Senate Representatives on Governance Committees

Replacements needed Fall 2022

- Enrollment Management Committee – 3 years (current rep Tony Wong)
- Institutional Climate Committee – 3 years (current rep Erin Kraal)

*In April elections will be held for At-large senators

4. University President – K. Hawkinson

- Funding for system needs to be raised by 73m (increased to 550m) in order to make our system sustainable, we are significantly underfunded which leads to much stress and strain for all universities.

- Sustainability- Despite expectations placed on us, KU continues to do well, we are slowly improving our financial situation, moving up in ranking category has prevented us from turning in special reports,
- DEI is a major initiative; 150K was given to KU,
- Workforce development: With regard to non-credit programming, credentialing, KU is one step ahead of the State System,
- KU has seen a 5.5% increase in retention, increase by 5% in 4-year graduation rate over the last 5 years, persistence rate is up, freshman GPA is up, Chancellor repeatedly acknowledges this, 23% overall in diversity, 26% of freshmen come from diverse backgrounds,
- Enrollment looks great, strong for the entire year, up two years in a row in new students, guardedly optimistic,
- Welcome letter, many links to positives at KU.

T. Wong: Any update on retention rates?

L. Basden Arnold: Institutional Research Committee is currently working on this, should be soon.

5. University Provost – L. Basden Arnold

- Please read Provosts' letter
- Faculty and staff can report accomplishments at any time, information will be shared with interested offices; several people have already shared,
- Data analysis on spring enrollment was done looking at modality: 87% of undergraduate level courses are F2F, 48% F2F at graduate level, we back and vibrant, faculty report that students are feeling less stressed

J. Schlegel: What was the % fully F2F before Covid, are we close, what is the goal?

L. Basden Arnold: Goal was set up for fall looking at past and future outcomes, we may not go all the way back due to online programs being added, but we want to make sure we are serving students who are here at KU.

6. Student Government Board – K. Sherry

- Retreat this past weekend where goals were developed for the semester
- Colleges are focused on student outreach
- Committees are working on mental health initiative
- Community building efforts
- Welcome back event was successful
- Involvement Fair is currently being held
- Elections are coming up for next academic year
- 22/23 budget will be presented and approved at next meeting on 2/15/22; Dr. Hawkinson will be at the meeting.
- Student Affairs committee currently working on activities themed 'Love Everybody'

7. Assessment Office – K. Rauch

- Programmatic Assessment reports for mid-year updates are due to Deans by Feb 15th, two assessment fellows will be reaching out to programs for whom they will be serving as liaisons.
- Michele Baranczyk will be chairing the assessment grant committee, an open forum will be held, the goal is continuous improvement,
- Hope staff and faculty can collaborate in order to improve student learning outcomes.

8. SPRC Report* – C. McGeehan

- Living breathing strategic plan consisting of five overarching goals with several objectives and key results, objectives are tied to action plans; plan is aligned with PASSHE's strategic plan,
- Plan is evolving and dynamic, each action item is tied to an objective or key results which is being financially supported by the university; >400 action actions,
- Currently looking at revising the bylaws due to inconsistencies in language, adopting criteria for the chairs of subcommittees, developing guidelines for subcommittees so every committee is clear about the action plan,
- Three of the best subcommittee chairs (senators Johnson, Rauch and Carroll), reviewed eighteen programs and are redeveloping the guidelines used to review those programs.

VI. Unfinished Business

S. Lem: Lots in the pipeline that have not quite come out yet, ASPC delivered a revision to the II policy which will be given by Brian Kronenthal

1. Course Grading – Undergraduate Students (ACA-048) @ ASPC
2. Final Examinations (ACA-025) @ ASPC
3. Course Withdrawals (ACA-011) @ ASPC
4. Senate Constitution Revisions - @ Task Force [tabled for JEDI work]
5. Individualized Instruction (ACA-034) Brian Kronenthal

- Previously, any revisions were referred to the exceptions committee, whose practice was to refer to the Chair and Dean.
- The committee revised several items for clarification purposes: previously there was a restriction where you could not repeat a course through individualized instruction, but it was noted that exceptions were possible - we combined this into one item to make clear that exceptions would be possible and that this would be granted by the advisor, Chair and Dean
- This makes it easier for a student to take an II and or repeat it, giving control to Deans

T. Wong: In section D1, students have to pass 30 credits in order to do II – does this include transfer credits or only KU credits, the wording is not clear.

B. Kronenthal: This is unchanged from previous version, transfer credits included

T. Wong: Section D2 says that the course must be a regular course that is not scheduled to be taught that semester. Occasionally, students are granted IIs due to course conflict, is this still the case?

B. Kronenthal: This was left over from previous version, it can be clarified, should go through the same process

T. Wong: Suggestion to add: if you need exceptions, you can contact advisor, chair, and appropriate Dean

S. Lem: Motion was originally to approve the policy; T. Wong has proposed to take it back to the committee for some tweaking and revisions of section D.

E. Kraal: Labs can create conflicts that are unavoidable, so building exceptions would be useful particularly with lab courses

D. Johnson: Speaks against the motion, not approve motion, but amend the motion, pass current motion, and refer to committee to make changes.

P. McLoughlin: Agrees with D. Johnson

S. Lem: Ready to vote on motion to amend, M. Gabriel seconds, seven in favor, motion does not pass,

S. Lem: All in favor of approving motion taking amendments into account; motion passes

VII New Business

VIII. Good of the Order

D. Johnson: Survey to chairs of 87 committees sent out on shared governance, please send to members of your committee, responses needed by 2/17 for presentation at Senate on 5/5

IX. Adjournment

P. McLoughlin moves to adjourn, C. Habeck seconds; all in favor. Meeting adjourns at 5:30 PM.

Respectfully submitted,
Mauricia John
Senate Secretary

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