

**Kutztown University**  
**Kutztown, Pennsylvania**  
**UNIVERSITY SENATE MINUTES**  
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**February 5, 2015 - 4:00 p.m.**  
**ACADEMIC FORUM 101**

**Present:** J. Jedwab (sub. for A. Adeel), C. Bloh, L. Brandt, G. Walters (sub. for A. Cordner), S. Doll-Myers, K. Gardi, J. Gehringer, M. Gober, K. Gupta (sub. for M. Maksy), E. Hanna, J. Harasta, L. Irving, D. Johnson, M. Johnston, R. Kaplan, Y. Kim, A. Kirshman, J. Kremser, M. Le Bosse, L. Levine, J. Mackin, S. Mangold, B. McCree, P. McLoughlin, T. McNally, J. Metcalf, A. Milevsky, L. Norris, R. Portada, K. Prock, M. Radyk, J. Ronan, L. Scappaticci, J. Schlegel, J. Scoboria, M. Sims, Dr. Vargas, P. Walsh-Coates, T. Williams

**Absent:** D. Aruscavage, F. Cortez-Funk, L. Frye, H. Hamlet, D. Lea, A. Morris, J. Quezada, A. Rodriguez, B. Sharkin

**Guests:** C. Wells, S. Picus, D. Beougher, N. Wunderly, W. Purcell, M. Santos, J. Silberman, B. Watrous, B. Penny, J. Pena, M. Freed, RL Smith, A. Fu

I. Call to Order

Senate President D. Johnson called the meeting to order at 4:05 PM.

II. Announcements: D. Johnson

A. Parliamentarian: With no volunteer to replace R. Schaeffer as Parliamentarian, D. Johnson appointed J. Scoboria. Senate is grateful for his service.

B. May Senate meeting: Senate Executive Committee recommends moving the May meeting, which would otherwise occur during exam week, to the last week of April, ensuring timely approval of candidates for graduation. No objections.

III. Approval of Agenda

IV. Approval of the Minutes from December 4, 2014

B. McCree moved to approve; seconded M. Sims; motion approved.

V. Old Business

A. Election for Senate VP Elect – D. Johnson

D. Johnson explained the logistical reasons to have J. Schlegel continue as Vice-President while also President-Elect of Senate, which necessitates suspending the Constitution and holding an election for Vice-President to serve the remainder of her term, starting August 2015. D. Johnson moved to suspend; J. Ronan seconded. Requires two thirds majority. Motion passed.

M. Sims, chair of Senate Elections committee, distributed nomination forms; or nominate via e-mail by February 15. Vice-President election at March meeting.

VI. New Business: none

VII. President, Committee, Task Force Reports

A. Senate President's Report – D. Johnson

1. D. Johnson reported that he met with Chancellor Brogan as a faculty representative. Primary issues are on-line education; a General Education model for PASSHE schools. There has also been a day-long meeting between PASSHE and representatives from community colleges across the state.

The Chancellor also said that there are five openings on the Board of Governors; also openings on the Council of Trustees.

2. Strategic Planning & Resources committee will report at the March meeting.

3. There will be a meeting of the executive boards of APSCUF, AFSCME and Staff on governance structure. Need to examine alignment of university committees and suggest changes.

B. Senate Vice President's Report – J. Schlegel

1. Committee on Committees (C on C) has made its interim appointments:

- a. Fred Redekop to Graduate Exceptions Committee
- b. Joe Harasta to Professional Development

2. Co-Chairs of the Task Force for Retention of Faculty and Staff will meet February 15. Preliminary report due April 2015; final due August 2016.

3. As chair of C on C, J. Schlegel explained the timeframe of willingness to serve, from calls for willingness, to naming appointments. Senate will vote on C on C's recommendations for appointments in April, so committees should be fully formed before the new academic year begins.

4. As chair of C on C, J. Schlegel met with committee chairs Jan. 27 and 29. Two thirds of chairs attended. The meetings covered the role of C on C, reporting structure, and the importance of: having current mission and by-laws; aligning these to policies related to a committee's charge; understanding that changes to membership, mission and by-laws require Senate approval; the importance of chairs providing letters to committee members on the quality of their service at the end of the academic year.

5. A reminder that faculty going on sabbatical may not pick a replacement for committee memberships. Vacancies must be appointed by the C on C. Those currently on sabbatical are eligible to submit willingness to serve for the next year.

C. Senate Secretary's Report – L. Norris

1. L. Norris outlined the timeframe for nominations and elections to Senate committees as well as to Senate positions.

2. Elections Task Force will meet again to consider a viable plan for Senate representation for temporary faculty and coaches.

D. Student Government Board Report – J. Scoboria

1. J. Scoboria thanked Dr. Vargas and team for presenting to the Student Government Board (SGB) the current model of the per-credit tuition model.

2. The SGB unanimously passed a Special Leave Policy. Students holding office who must take a military leave will hold their position upon return.

E. Acting President Report – C. Vargas

1. C. Vargas was appreciative of the SGB input on the per-credit tuition model. The model is being refined; original aggressive timeline has been slowed. Emphasis on communicating with campus and forming a comprehensive model.

2. Training for the protection of minors must occur; deadline has passed.

3. G. Clary and N. Snow are heading up a Task Force to restructure Enrollment Management. They will make a proposal to cabinet; more information forthcoming.

4. Budget: Per-credit budget model projected to save 4 million dollars; also possibility of 4 million in cuts; should not resort to one-time funds again.

5. C. Vargas praised the SGB leadership, especially SGB president J. Scoboria.

F. Academic Technology Report – M. Sims

The problem of timing out on classroom PC computers has been addressed. D. Hosey demonstrated the solution for extending sessions on classroom computers. ATC recommended this to start on Mon. Feb. 9. D. Johnson asked for consensus from Senate to move forward; agreed. D. Johnson will prepare a memo to C. Vargas recommending this change, and also to change for faculty and staff.

G. Per-credit Tuition Model – C. Vargas and J. Silberman

J. Silberman explained contributors to a projected 12 million dollar deficit. A shift from same tuition charged for 12-18 credits to per-credit is projected to save 6 million dollars. 1.4 million tentatively planned for “gap” scholarships based on need. See powerpoint : <http://www.kutztown.edu/enrollmentplan/KU-Per-Credit-Tuition-Overview.pdf>

Students carrying 18 credits would pay 35% more. However, by graduating sooner, ultimately they would pay less.

L. Norris: This would penalize our most ambitious and best students, many of whom take 18 credits to pursue a double major, and/or minors. Leadership has highlighted the importance of retaining our best students. This is a retention issue. At very least, what about incentive scholarships for them as well as need scholarships? P. McLoughlin concurred.

L. Scappaticci: Many co-curriculars like marching band, chorus are 1-credit. This model will harm co-curricular involvement.

J. Schlegel: Undermining double majors will also harm programs. With fewer double majors, programs will shrink.

D. Johnson: More time is needed to consider this fully. Call for an open forum for all university constituents as soon as possible, preferably February. No objection; open forum to be scheduled within a few weeks.

H. Enrollment Update – N. Wunderly and A. Kirshman

1. Spring 2015 admissions are slightly down, but drop is not as big as Spring 2014.

T. McNally: why are acceptances up? N. Wunderly: increase in complete applications; no change in admissions criteria.

2. Admissions for Fall 2015 are way up compared to this time last year: 408 to 279. Why: working with high schools, collecting applications on-site, better communication, much earlier reviews and acceptances.

3. Current information available on Admissions website

I. Child Abuse Policy – B. Watrous, S. Picus, J. Pena

1. B. Watrous outlined the history of policies emerging across PASSHE in line with PA training requirements for the protection of children from abuse. Consult the Policy Register GEN 4 and 5. Policy register is here:

<http://www2.kutztown.edu/about-ku/administration/governance/policy-register/policies.htm>

2. J. Pena: Training in protection of minors is mandatory; past deadline. All KU faculty and staff are mandatory reporters to Human Services and to J. Silberman. As much detail as possible should be provided.

3. S. Picus: All background checks and clearances: will be done over one year. AFSCME members this summer; faculty fall. Students and volunteers ongoing. KU will pay the costs, not individuals.

4. J. Pena: Any convicted offender must contact S. Picus immediately; report to no one else.

VIII. As May Arise

None

IX. Adjournment: Meeting adjourned at 5:59 PM.

Respectfully submitted:

L. Norris

University Senate Secretary