

# Administrative Council Minutes

September 20, 2013

8:30am

Room 301 Stratton Administration Building

## Welcoming Remarks & Introductions

**Dr. Darrell Garber**

Dr. Richard Courtney motioned to approve the minutes from April 19, 2013. Mr. Jesus Pena seconded the motion and the minutes were passed as presented.

## Academic Calendar

**Ms. Shanna Youse/Mr. George Paterno**

Three **2013-2014 academic calendar** handouts were distributed at the meeting. Ms. Shanna Youse/Mr. George Paterno updated the Council on the status of the changes made by PASSHE. Spring semester starts one week earlier and ends one week earlier for a five week break instead of six weeks. The makeup day for Martin Luther King Day will be during the week of finals.

Mr. Silberman moved to accept the Spring 2014 changes as set by PASSHE. Dr. Carlos Vargas seconded the motion.

Ms. Shanna Youse/Mr. George Paterno presented the Proposed Four-Day Final Exam Schedule – Scenario One.

Suggestion was made by Mr. Chad Brown to add one hour between exams instead of half hour.

Dr. Vargas asked if there was any information available from other Universities who used this Scenario that clearly identifies any negative impact on the students. **Ms. Shanna Youse/Mr. George Paterno are going to forward any information they have that would negatively or positively impact implementing this Scenario to be utilized in the discussion.**



**2014-2015 academic calendar** handout was distributed. At this point, this information was for informational use only. **All Council Members are to take information back to their constituencies and review for a called meeting on this topic on October 4<sup>th</sup> at 8:30am in the President's Conference Room.**

**Sexual/Gender Based Offenses Policy Mr. Bob Watrous/Mr. Mike Demetor**

Dr. Darrell Garber introduced Mr. Bob Watrous and Mr. Mike Demetor

Mr. Chad Brown moved to review the Sexual/Gender Based Offenses Policy. Mr. Ray Dunkle seconded the motion.

Mr. Bob Watrous and Mr. Mike Demetor presented changes made to the policy. This is the student policy. Mr. Jesus Pena's office already amended the policy for faculty & staff. Council Members voted to amend the policy.

**Review of Tasks from Last Meeting**

**Dr. Darrell Garber**

- a. The Council had asked Dr. Vargas to look into filling position with a graduate assistant for the Campus Beautification & Preservation Committee. –Dr. Vargas noted that we do not have as many positions as we used to have and suggested to the committee continue their work with resources at hand.
- b. The Council had asked Mr. Silberman to bring the idea of self-defense classes to the staff of the Rec Center. – Mr. Silberman spoke to John Dillon. He said we could offer these classes, but at this time there is not a real interest from students. There are some self-defense classes offered in residence halls.
- c. The Council had asked Mr. Silberman to follow up with John Dillon to ensure faculty were satisfied with their conversations regarding safety.- Mr. Silberman reported John Dillon met with concerned faculty member and situation has been satisfied. He also reported a security consultant firm has been engaged to review our security plans and procedures, report to follow. Online training videos should also be utilized by all faculty and staff.
- d. The Council had asked Mr. Silberman to work with Mr. Pena and Chief Dillon on language for KU ale with Chief Dillon and Mr. Jesus Pena, and this w:



**As May Arise**

**All**

Dr. James Delle asked what the University's enforcement mechanism is concerning the concealed weapons policy?

The new Concealed Weapons Policy is in effect on our campus but PASSHE has a task force reviewing the policy. At this time, we have not approved any requests for students to carry a concealed weapon on campus.

Mr. Chad Brown motioned to adjourn the meeting and Dr. Richard Courtney seconded the motion.

Meeting was adjourned at 9:40am.



**Members Present:**

Dr. Darrell Garber  
  
Mr. R. Chad Brown  
Dr. Deryl Johnson  
Mr. John Green  
Dr. Carlos Vargas  
Mr. Jesus Pena, Esq.  
Mr. Jerry Silberman  
Dr. Richard Courtney  
Dr. James Delle

**Members Absent:**

Dr. F. Javier Cevallos (excused)  
Ms. Tracy Reidenhour (excused)  
Mr. Paul Keldsen  
Dr. Paul Quinn (excused)

**Guests Present:**

Mr. Bob Watrous  
Mr. Mike Demeter  
Mr. George Paterno  
Ms. Shanna Youse  
Mr. Ray Dunkle (Substitute for Tracy Reidenhour)

