

Penn State Harrisburg
Joint Faculty Senate and Academic Council Agenda
Thursday, February 19, 2015
Madlyn Hanes Executive Conference Room C300 11:15 a.m. - 12:45 p.m.

- A. Welcome to the members of Academic Council
- B. MINUTES OF THE PRECEDING MEETING
Approval of Senate Minutes January 22, 2015 Appendix “A”
- C. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS Appendix “B”
Approval of the minutes from January 20, 2015
- D. COMMUNICATIONS TO THE SENATE
- E. REPORT OF THE SENATE PRESIDENT
 - 1. Summary update regarding standing committees
 - 2. Congratulations to those winning election as University senators
- F. ISSUES FROM THE ACADEMIC COUNCIL
 - 1. Lack of academic preparation, especially communication skills
 - 2. Disruptive behavior
 - 3. Classroom management
 - 4. Lack of participation in self governance
- G. COMMENTS BY THE CHANCELLOR
- H. COMMENTS FROM THE UNIV. COUNCIL REP
- I. NEW BUSINESS
 - 1. 50th anniversary of PSH – year-long celebration
- J. UNFINISHED BUSINESS
 - 1. Continued search for nominees for various faculty roles
 - 2. Kickoff of Faculty Athletic Liaison initiative
- K. NEW LEGISLATIVE BUSINESS
- L. LEGISLATIVE REPORTS
- M. FORENSIC BUSINESS
- N. ADVISORY/CONSULTATIVE REPORTS
Athletics Committee – January 29, 2015 Appendix “C”
- O. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE

NOTE: The next meeting of the Penn State Harrisburg Faculty Senate is Thursday, March 19, 2015 – 11:15am -12:45pm in the Madlyn Hanes Executive Conference Room.

THE CAPITAL COLLEGE
FACULTY SENATE
MINUTES
January 22, 2015

Attendees:

Capital College Senators Present: E. Delozier, J. Hirt, R. Joseph, P. Kavanaugh,, C. Rios, K.

Sprow-Forté, P. Swan, G. Subramanian, P. Thompson, R. Young

Capital College Senator not present and not excused: G. Ray

Capital College Senator excused: J. Gibbs

University Senate Council Representative: M. Wilson

Administrators Present: O. Ansary, M. Kulkarni

Student Government Representative: Andy Dessel

Richard Young, Faculty Senate President opened the meeting at 11:30 a.m.

A. Minutes Approval for Faculty Senate Meeting

Young requested a motion to approve the minutes from the December 11, 2014 senate meeting. A motion was made by Subramanian/Rios to approve the minutes and they were unanimously approved.

B. Minutes Approval for Academic Affairs Meeting

None

C. Communications to the Senate

Will be addressed under new business

D. Report of the Senate President

- The Faculty Senate Workload Task Force met on Thursday, January 15, 2015. The task force received their charge and will begin its work. It was noted that all discussions within the committee are confidential, not to exclude, but to protect the discussion.

E. Comments by the Chancellor

- Kulkarni thanked everyone who participated in the Middle States Accreditation visit. He felt that the visit went well and received positive feedback from the facilitator. The only concern that was expressed was from a student regarding scholarship eligibility if they are taking online courses.
- Spring enrollment numbers are not yet finalized; however, it appears that we have approximately 70 more students than Spring 2014.
- Penn State has opened a new office in India, at the campus of University of Pune, to help students coming or who wish to come to Penn State, to help facilitate joint faculty research, and to provide ground support to students and faculty while they are in India. The employee hired to work in the India office is a graduate from the University of Pune and Penn State.

F. Comments from the University Council Representative

- Wilson commented on the Middle States visit and feels that over the past 10 years. Penn State has become more like the single University geographically dispersed that it claims to be.
- Wilson reported that applications to the University are at record levels. Out-of-state applications are up 12%, international applications up 1%, and in-state applications up 1%. This is good news, considering the predictions regarding declining demographics.
- The General Education Task Force will be presenting two resolutions over the coming months. The first will outline the learning objectives that the Task Force has created and the second will establish a general education institute to train faculty members who teach general education course.

G. New Business

- M. Woessner, University Senate representative asked the Capital College Senate to provide feedback on two matters before the Senate:
 1. The Office of Human Resources is considering eliminating the \$5,000 death benefit to any employee or retired employee, in favor of a \$50,000 death benefits for only current employees.
 - The senators felt that this issue is one that should be grandfathered, with existing retirees still receiving the benefit. Phased-in implementation would be worthwhile to investigate.
 - Several asked how many people this would effect, and to do a possible survey of current retirees.
 2. At the request of one of PSU's GLBDQ committees, the Office of Human Resources is considering adding health benefits for those undergoing sex change operations. Currently such medical coverage is strictly forbidden by Penn State's insurance.
 - Several members of the Senate agreed that it was a positive step in becoming more progressive towards GLBDQ issues.
 - Costs are relative, as several other procedures that are covered are equally as expensive.
 - Given the annual total health insurance cost to the university, the estimated \$250,000 appears to be minimal.
- It has been recommended that food be sold at athletic events held in the CUB. It is believed that more spectators will be attracted if we have food sales. The question was raised about events that do not take place in the CUB. Kulkarni will discuss with Carlton and Housing and Food Service.

- Ruiz approached Young regarding overload practices stemming from increased enrollment and World Campus offerings. Each school has their own practices for overload policies. A fact finding group will be established to garner best practices information from all schools.

H. Unfinished Business

- Young is working with Rashaan Carlton to review the student athlete eligibility process. Carlton in consultation with the Athletic Committee will advance a proposal for Senate consideration.
- Young spoke with Dorothy Guy regarding clarification of the faculty and staff background checks. If you are a faculty/staff member that interfaces with individuals under the age of 18, or an advisor to a student club, you are required to get the background check performed. We are still waiting for further clarification and information regarding a deadline extension.

I. New Legislative Business

None

J. Legislative Reports

None

K. Forensic Business

None

L. Advisory/Consultative Reports

Reports from the following committees were presented to the Senate: Human Resources & Business Services, Physical Plant and Student Affairs. A motion to accept all reports was made by Delozier/Kavanaugh and they were unanimously accepted.

M. Comments and Recommendations for the Good of the College

- Thompson reported that he is on the DEEC subcommittee that participated in the creation of the Campus Climate Assessment survey. He encouraged all senators to participate in the survey.
- Delozier, in his capacity as Senate Secretary, requested assistance in counting ballots for upcoming elections. Thompson agreed to help.
- Young commented that nominations for Faculty Senate President Elect will soon be sought. Please encourage willing faculty to volunteer.

A motion to adjourn was made by Subramanian/Rios at 12:20pm. The motion carried. The next meeting of the Capital College Faculty Senate and Academic Council will be Thursday, February 19, 2015 in C300 from 11:15am to 12:45pm.

MINUTES
ACADEMIC AFFAIRS
Tuesday, January 20, 2015
11:30 A.M. – 12:45 P.M.

Members present: Rick Ciocci, Gregory Crawford, Jessie Middaugh, Linda Null, Alexander Siedschlag, and David Witwer

Member voting in absentia: Jennifer Hirt

Non-voting ex-officio members: Peter Idowu

Invited guests: Katina Moten and Matthew Wilson

Senate Liaison: Girish Subramanian

1. Null called the meeting to order at 11:30am.
2. The minutes from the November 6, 2014 meeting were available for review on the ANGEL site. A motion to approve the minutes was made by Crawford/Witwer and was unanimously approved.
3. **Approval of Courses/Programs Proposals**

PSYCH 100H – Honors Introductory Psychology- Ronald Walker

Wilson began the discussion noting that University wide consultation needs to occur before this course is sent to University Park. Additionally, all of the comments that were made by the reviewers need to be addressed individually, or the Senate Council will not review the course. Most of the comments referred to the content of the course. Walker provided some model descriptions of how honors courses contrast to the non-honors versions. PHYS 211H/212H/237H have no distinction between honors and non-honors, while several Math courses provide a bit more content, but they are still broad.

Walker noted that courses descriptions for honors courses must be flexible enough to permit different faculty and different campuses to offer the course and to have sufficient room to innovate or augment the course to honors level according to their particular expertise and interests. The statement establishing the distinction between the honors and non-honors versions should convey the philosophy (in broad strokes) as to how that discipline would set about to deepen the course. Finally, a sample syllabus may be helpful, but should not be made part of the course description.

Walker provided a potential template for the creation of honors course.

The course was tabled until the noted changes are made.

Humanities – Pat Johnson

The original proposal to remove the B HUM degree and create a new BA in Humanities was returned by the Senate Curricular Committee. They requested the proposal be submitted in a different format, expand and change the program description, provide a direct quote from the Core Council recommendation, and expand the language regarding assessment goals and objectives.

Null requested that the document be paginated and to clarify if the “C or better courses” under the supporting courses and related areas.

A motion to approve the program proposal, with noted changes, was made by Ciocchi/Crawford and was unanimously approved.

iMPS-HLS Program Change – Alexander Siedschlag

The iMPS-HLS is a collaboration between six colleges at Penn State University. Following a proposal from the faculty group, a non-credit Homeland Security Orientation Course will be added to the common core curriculum to provide new students with an overview of: program expectations, parts, academic specialization areas, and mechanics; as well as an essential overview of the field of homeland security and its community of practices. Changes were also proposed in the Geospatial Intelligence Option and Information Security and Forensics Options. The Computer Network Security Option was dropped from the options listed within the program.

Null had an issue with requiring a non-credit orientation course to have a final exam or quiz. In contacting the Graduate School, she learned that this cannot be done. It was recommended that he use terminology such as “final assessment” or “course wrap-up” in place of quiz or test. Siedschlag was encouraged to reach out to the Graduate School of clarification.

The proposal includes a list of people who were consulted; however, none of the responses were included with the proposal.

The formatting needs to be corrected to show the current bulletin copy, revised copy with bold and strikethrough, as well as a clean new bulletin copy. Several typos were noted as well.

A motion to approve the program proposal, with the clarification of the non-credit course final requirement, various clerical errors and the inclusion of consultation, was made by Witwer/Ciocchi and was unanimously approved.

M ENG Electrical Engineering – Rafik Bachnak & Sedig Agili

A World Campus market student indicates that the “majority of online Masters programs in electrical engineering require on 30 credits.” The Master of Science in Electrical Engineering (MSEE) at Penn State Harrisburg is a 33 credit program. In order to make this program marketable, the School of Science, Engineering and Technology has decided to make a revision to the current M ENG EE program to reduce the number of credits, in line with market research.

The core courses would be reduced from four required courses, to three. The prerequisites for those without Bachelor's degrees in EE will also be changed.

Several clerical changes were noted, as well as the number of credits needed for the current degree (listed as 31, should be 33). Applicants to the program no longer need to submit official transcripts. The pagination is confusing and appendices should be used. EE 494 should remain 1-3 credits (or a course change needs to be submitted), but also indicated that they will need to take 3 credits to meet the requirement. Clarification on page 6 regarding part-time status (include "may" in the last sentence." A consultation grid would be helpful to track all of the consultation requested and received.

Additional consultation was received from Great Valley and will be included with the final package.

A motion to approve the program, with noted changes, was made by Ciocchi/Crawford and was unanimously approved.

4. New business

- None

Adjournment at 12:45pm

Penn State Harrisburg
Senate Athletics Committee Minutes

January 29, 2015

11:15 – 12:30

Room C212 Olmsted

Attendees: Dave Buehler, Rahsaan Carlton, Will Chaney, Joe Cecere, Eric Delozier, Roderick Lee, Erin Miller, Ilya Shvartsman, Becky Weiler-Timmins, Rich Young

Approval of Nov. 6 Meeting Minutes: motion by David Buehler and second by Eric Delozier

Faculty Senate Proposal: A description of the proposal was provided by Rahsaan and Rich.

Basically, coaches receive the early progress report (satisfactory / unsatisfactory) in the first 3 – 5 weeks of semester. Athletics uses early progress report to counsel the student athletes. However, due to the fact that there is currently only one progress report completed in the beginning of each semester, coaches are finding it difficult to monitor student athletes throughout the entire semester in order to help the student athletes succeed and stay eligible. Therefore, Rahsaan proposed a form for the student athletes to take to each professor two to three times during the semester (1/2 way through and 3/4 of the way through the semester) so that coaches can gain better insight of how students are doing in each of their classes. The student athletes would be required to have each professor complete and sign the form then turn it into the coach by a given date in order to play. We discussed if the form should be all courses on one form or if we should have one form for each class. The form would consist of basic information (attendance, progress – UN, SAT, and comments). There will be a paragraph at the top of the form to give faculty clarity for the reason of the form and any information needed to complete the form.

Rahsaan will take the ideas of the committee to the coaches and come up with a standard form. Becky will then send an email to the committee for consent of the form. We will then need to get approval from the faculty senate (aiming for March meeting). We will disseminate information to the school directors as well as present in faculty meetings.

Charges:

- a) Integrate faculty athletic representatives by sport:

Faculty Athletic Liaison Program Update: up and running each sport has an FAL. Coaches are reaching out to each liaison. Invite FAL's to next meeting for introductions and group information sharing.

- b) Implement marketing of the integration of athletics into the campus community. Met with marketing last meeting.
- c) Address the issue of athletic tutoring from the Learning Center for athletes missing classes due to contests, especially for 300-400 level courses as well as labs: ????
- d) New Charge from Roderick: “Enhance the fan experience at games.” Concession discussed with Rich... entertainment before double headers via fees – corporations provide sponsorship for entertainment – employees come and support teams – make an event of it. Athletic director and students to make initiative.
- e) Faculty member confirmation of athletes in classes (Dave) call athletic office if any questions.

Getting the Word Out (School Meetings Update – with academic updates for grades and student standing. Rahsaan has presented at the School of Business and the Library. He is scheduled to meet with Humanities in February.

Kyle Maynard Announcement: April ??? support from group.

SAAC Penn State Harrisburg Athletics Day... late April – will provide date.

Adjournment: first Dave / second Will

*Next meeting date: March 26 from 11:15AM – 12:30PM.

Ideas of charges for next year/next meeting:

Concussions. Next meeting.

Leadership and development for student athletes... school representation. Seminar for students.