

**Penn State Harrisburg  
Joint Faculty Senate and Academic Council Agenda**

Tuesday, February 16, 2016

Madlyn Hanes Executive Conference Room C300 11:15 a.m. - 12:45 p.m.

A. MINUTES OF THE PRECEDING MEETING

Approval of Senate Minutes January 19, 2016

Appendix "A"

B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS

None

C. COMMUNICATIONS TO THE SENATE

D. REPORT OF THE SENATE PRESIDENT

E. COMMENTS BY THE CHANCELLOR

F. COMMENTS FROM THE UNIV. COUNCIL REP

G. REMARKS FROM MEMBERS OF THE ACADEMIC COUNCIL

H. NEW BUSINESS

March Faculty Senate Meeting

I. UNFINISHED BUSINESS

J. NEW LEGISLATIVE BUSINESS

K. LEGISLATIVE REPORTS

L. FORENSIC BUSINESS

M. ADVISORY/CONSULTATIVE REPORTS

Student Affairs Committee – February 1, 2016

Appendix "B"

N. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE

**NOTE:** The next meeting of the Penn State Harrisburg Faculty Senate is Tuesday, March 29, 2016 – 11:15am -12:45pm in the Madlyn Hanes Executive Conference Room.

THE CAPITAL COLLEGE  
MEETING OF THE FACULTY SENATE  
MINUTES  
January 19, 2016

**Attendees:**

*Capital College Senators Present:* B. Adams, E. Delozier, J. Gibbs, J. Hirt, P. Kavanaugh, B. Ran, K. Sprow-Forté, P. Swan, P. Thompson, S. Yilmaz

*Administrators Present:* O. Ansary, M. Kulkani,

*Invited Guest:* A. Blaugher

*Excused absences:* R. Joseph, R. Young

Paul Thompson, Faculty Senate President, opened the meeting at 11:30 a.m. Thompson introduced Brian Adams, from the School of Science, Engineering and Technology. He has been a faculty member at Penn State Harrisburg since 2009, and covers math and computer science, specializing in statistical analysis. He will be replacing Guatum Ray.

**A. Minutes Approval for Faculty Senate Meeting**

Thompson requested a motion to approve the minutes from the December 8, 2015 meeting. A motion was made by Swan/Delozier to approve the minutes, and they were unanimously approved.

**B. Minutes Approval for Academic Affairs Meeting**

Thompson requested a motion to approve the minutes from the December 1, 2015 of the Academic Affairs Committee. A motion was made by Delozier/Swan to approve the minutes and they were unanimously approved.

**C. Communications to the Senate**

Thompson was contacted regarding a concern about students scheduling writing courses. Apparently the Registrar and members of DUS told students that they would be able to get into full classes, without the permission of the instructor. Ansary noted that the administration monitors the number of students that may need to take the course and try to offer classes accordingly. If necessary, additional classes can be added, as the administration plans for fluctuations.

**D. Report of the Senate President**

- Nominations are currently being accepted for University Park Faculty Senate. Ponnnett briefed the senators on upcoming openings in the senate as well as the many elections that will be taking place in the Spring semester.
- Thompson and Ran will host a committee chair luncheon, to review charges and check on their progress. The meeting will be on Tuesday, February 2, 2016.
- The ad-hoc committee regarding the inventory of practices for managing academic schools has been formed and will act swiftly. The committee is headed by R. Young.

- The University Strategic plan was recently released and senators were encouraged to read over the plan. The Penn State Harrisburg strategic plan will be revisited to incorporate items from the University plan.

**E. Special Report – Green Dot Training – Amanda Blaugher**

- Amanda Blaugher, Assistant Director of Resident Life visited the senate to discuss Green Dot Training and the “Stand for State” initiative. “Stand for State” is Penn State University’s commitment to stopping sexual assault, dating violence, and stalking through bystander intervention.
- Several faculty members participated in a four day training in June and November to learn about this program.
- This initiative is important to everyone on campus to deter instances of power based violence. Everyone is encouraged to practice the 3 D’s: Direct (step in and stop the situation), Delegate (call 911), and Distract (attempt to remove the offender from the situation).
- The Green Dot team will be meeting with schools and departments over the coming months.

**F. Comments by the Chancellor**

- President Baron will visit our campus on February 3, 2016 for the ribbon cutting ceremony for the Entrepreneurship center. A private meeting will be held with community leaders and elected officials, followed by the official ribbon cutting ceremony. The Harrisburg Chamber of Commerce, Penn State Harrisburg, Penn State Dickinson School of Law, and Penn State College of Medicine will sign an agreement at that time regarding the sharing of intellectual capital.
- LionPath is being used in the admissions process. Several issues have arisen, but the Penn State Harrisburg Admissions Office has worked around these problems to make offers to new students. Currently offers for Fall are down University wide.
- With the construction of the Student Enrichment Center, the college is planning to move to a system to connect all of the HVAC systems that are used on campus. The Library will be closed during the process, per OSHA regulations, on select Saturdays.
- Kulkani just returned from a successful trip to India with Dr. Michael Adewumi, vice president for Global Programs. They have completed a partnership with the University of Pune, and Penn State University has opened a center there. The University of Pune is the second or third ranked state university in India, enrolling approximately 700,000 students. This partnership will be beneficial to Penn State Harrisburg, as many of the students will be coming to our campus. Also, the Indian government may be offering research funding for studies in the social sciences, which our faculty can take advantage of.
- The administration has placed an enrollment hold on the Ph.D. program in Public Administration. This is not an end to the program, however, it is our opportunity to step back and re-evaluate the program and make improvements to make the program stronger.

**G. Comments from the University Council Representative**

- David Gray and Susan Basso are slated to present a report on the University health care plan at the next meeting of the University Senate. Wilson believes that the University would like to push employees into opting out of the higher payment/low deductible plan.
- The Senate will also vote on a requirement to have peer reviews performed of FT1's.

**H. Unfinished Business**

- Kavanaugh followed up on his request regarding information from counseling services. Kulkarni will check to see if aggregate data can be obtained, regarding the number of students that utilize the services. Kavanaugh suggested that faculty may wish to add a paragraph, informing students about counseling services. The counseling center could provide the language for all faculty to use, if they choose.

**I. New Legislative Business**

None

**J. Legislative Reports**

None

**K. Forensic Business**

None

**L. Advisory/Consultative Reports**

None

**M. Comments and Recommendations for the Good of the College**

- Gibbs inquired if the ad-hoc committee was accepting feedback. Yes, any feedback should be directed to R. Young.
- Ansary reminded faculty that Canvas was to replace ANGEL in the Fall semester, and that they are encouraged to attend trainings. LionPath and Starfish will be used for student scheduling, advising, admissions, etc.
- Swan commented on the interesting possibilities for supply chain management in India.
- Adams inquired about a report that Bachnak said was forthcoming regarding FT1 status. The Faculty Affairs committee will be addressing this issue at their meeting next week.

A motion to adjourn was made by Swan/Delozier at 12:40 and was unanimously approved.

The next meeting will be a joint meeting of the Capital College Faculty Senate and Academic Council on Tuesday, February 16, 2016 in C300 from 11:15 a.m. to 12:45 p.m.

**Student Affairs Faculty Committee Meeting – Tuesday February 01, 2016  
Meeting Minutes**

**Meeting Attendees**

- Dr. Hengameh Hosseini,
- Dr. Eileen Ahlin,
- Dr. Jeff Foreman,
- Dr. Joseph Cecere,
- Suril Amin - Graduate Student Representative

**Meeting Agenda**

- Discuss a series of questions with Career Services Manager Karl Martz (klm7@psu.edu)
- Karl Martz was asked to come and provide clarity from the Career Services perspective stemming from issues raised at a previous Student Affairs Committee meeting

**Discussion**

- Karl Martz was not present at meeting
- Dr. Foreman recommended that Career Services at PSUH work with Career Services at University Park (UP) and have preparatory test materials sent through interoffice mail
- Dr. Hosseini recommended that Career Services hire graduate students part-time from each 'school' and have them curate job relevant job listings as well as make contacts with potential employers
- After some additional discussion, the committee came to the conclusion that it would not be an efficient use of time to re-hash the discussion over Career Services that had taken place at a previous meeting
- A decision was made to compile a list of questions and have it sent to Karl Martz from the Student Affairs Committee via e-mail
- The questions can be seen in a separate document

---

*End of Meeting Minutes*

---

## Questions for Career Services

1. Career Services holds many events that occur annually or even every semester. Can these events be recorded and be made available online (i.e. YouTube) so that students can have greater access to the information disseminated at these events?
  - a. Alternatively, can Career Services consider holding some events on evenings or weekend, which will provide greater access to students who are also working professionals
2. What is career services doing to prepare students for graduate school?
  - a. Career Services at University Park (UP) offers courses for the GRE, LSAT and other popular entrance exams
  - b. Can interoffice mail be used to gather resources from UP and provide them to students here at PSUH?
3. Could the job fairs at PSUH have a dedicated area for graduate students, or populate a list of employers who are looking for graduate students at the career fair
4. Could career services at PSUH expand their outreach to potential employers, especially those in the local area, and bring them to PSUH based on the graduate program programs offered here
  - a. Additionally, does career services help academic departments find internships for students that can be counted towards class credits
  - b. Can Career Services hire graduate students part-time and have them compile relevant job listings and reach out to employers?
5. Does career services have a dedicated individual for graduate students?
  - a. Graduate students often have the basics down, and may need specific advice such as how to tailor their resume for an academic institution compared to a private corporation
6. Is career services working on providing better transportation to UP Career Services events
  - a. Currently transportation has been done through other clubs or the graduate office
7. What is the unique services does Career Services offer at Penn State Harrisburg, that cannot be found at University Park, and/or through online resources such as simplicity
8. Does the Alumni/Development Office and Career Services work together?
  - a. If so, in what capacity?
9. Does Career services provide seminars or advice on salary negotiation/strategy?
  - a. Does Career Services have access to salary reports or salary calculators?
10. Does Career Services have a list of employers specifically dedicated to creating a safe and equitable workplace for LGBTQ employees?
  - a. Employers specifically dedicated to creating a safe and equitable workplace for minorities?
11. What training/qualifications have our career counselors obtained?
12. Are mock interview sessions or informational interviews with individuals from specific fields available?

