

CAPITAL COLLEGE FACULTY SENATE  
MINUTES  
January 21, 2010

**Attendees:**

*Capital College Senators:* S. Agili, N. Bayraktar, J. Harris, R. Luquis, G. McGuigan, B. Ran, M. Strickland, E. Taylor, R. Veder, M. Wilson, and S. Wolpert

*University Senator:* J. Ruiz

*Administrators Present:* M. Hanes, M. Kulkarni

**Absent:** F. Ahmed

Matthew Wilson, Senate President, opened the meeting at 12:35 p.m.

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

1. Wilson opened the meeting by requesting a motion to approve the minutes of the December 3, 2009 meeting. A motion was made by Luquis/Taylor to approve the minutes as written and they were unanimously approved

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

1. A motion was made by Harris/Bayraktar to approve the minutes from the December 8, 2009 and January 19, 2010 meetings and was unanimously approved.

**C. Communications to the Senate**

None

**D. Report of the Senate President**

1. Wilson stated that Dr. Hoh was to speak with the Faculty Senate about the issue of computer security, since there was a breach at the Schuylkill campus; however the university is still up in the air about what it wants to do about computer security. Dr. Hoh will visit the Faculty Senate at its next meeting when there is a more definitive policy in place.
2. During the Senate Executive Committee meeting, it was brought up that the University Council Representative should be invited to join the meeting, and it would make sense to have the University Senate perspective as well. If that seems to work, then the next president may want to amend the constitution to include the Senate Council Representation (if necessary). Possibly just invite Council Rep as a guest before seeking to amend the constitution.

**E. Comments by the Chancellor**

1. Hanes reported that in response to the tragedy in Haiti, a number of campus-wide relief efforts are underway. These efforts are mostly student led. Some of the clubs and organizations are using existing events to raise funds. The college has one Haitian-American student enrolled who lost a family member. Counseling services have been extended to the student. Dr. Kulkarni has also spoken directly with the student to offer academic assistance.
2. Hanes reported that spring enrollments are ahead of last year. This semester shows an increase of 227 full-time students. These numbers reflect the increase in fall 2009 enrollments. Applications for fall 2010 are being processed. Projections at this time indicate

- that we are on track with last year's numbers. Our direct offers are up 29. Out of state students are up 12, albeit it is still too early to forecast. Our ratio of students who change assignment to University Park as juniors, to those who remain at our college to complete their degrees, is approximately 50/50.
3. Hanes was pleased to announce that the College now has a second Distinguished Professor. The College received word from the Office of the President that Dr. Shaun Gabbidon has received the honorific title of Distinguished Professor. Drs. Gabbidon and Bronner hold these titles for the College.
  4. The College has set aside scholarship funds to help defray the cost of tuition for eligible students (\$50,000). Fifteen freshmen will receive \$2,500 per year for four years if they remain at Penn State Harrisburg. Other benefits include guaranteed housing for two years and some additional assistance for study tours abroad. These funds will be used as a recruitment incentive to attract qualified students to the College and its majors, and will be advertised through Financial Aid and the Admissions office. The students who are recipients will be named "Capital Scholars." Letters are being sent to incoming first year students to inform them about the scholarship program to encourage them to select Penn State Harrisburg. Criteria are both financial and merit based.
  5. Comments from Dr. Kulkarni – Enrollments are higher, including increases in transfer students. The latter is good since we exceed capacity in our upper division courses and programs.
  6. Kulkarni reported that his office has not received complaints about technology services and limited complaints of a serious nature about bookstore services (textbook orders).
  7. Kulkarni reported that a new federal mandate, forthcoming March 2010, will require faculty to list textbooks for their fall classes. It is further required that this information will be made public on the web. There have been many concerns raised regarding this regulation.

**F. Comments from the University Council Representative – James Ruiz**

1. The business of the council was brief – money from state appropriations should be flowing within the next week or two. Penn State will be receiving \$350 million. They are beginning to work on the 2011 budget, seeking a 3.9% increase.
2. Admissions across the university are up and we have record enrollment. Graduate enrollment is up and undergraduate enrollment is ahead of last year. Large increases in out-of- state and out-of-country enrollment.
3. Searches: Library, Dean of the College of IT and John Romano's successor are underway.
4. Forty minutes were spent on the wording of a resolution regarding early dismissal of class before breaks and the end of the semester. "The University Faculty Senate stands for a strong opposition to early dismissal of classes by members of the teaching staff for other than legitimate professional reasons and encourages appropriate corrective action." The last phrase was dropped from the resolution.
5. Another issue that was addressed was high risk drinking. Within the coming weeks there will be a committee meeting on this issue.
6. The Bachelor of Science degree has been phased out. Kulkarni clarified, it has been phased out of Smeal College of Business but will continue in the College of Liberal Arts.
7. Faculty Workload recommendations:
  - Academic units must develop clearly articulated and easily accessed policies regarding faculty assignments and expectations.
  - Faculty of each academic unit must participate in the formulation and articulation of the workload policy for that unit.

- The policy for the academic unit must be developed and agreed to by the faculty and dean or chancellor of that unit.
- To insure equity across academic units the executive vice president provost shall review and approve all workload policies.
- Faculty workload policies and expectations must be consistent with the relevant policies for promotion and tenure, HR23 and faculty evaluations, HR40.
- Workload policies may vary according appointment type and rank as well as situational needs.
- Individual faculty members may appeal their expectations on the faculty workload policy, particularly if the goal of equity is compromised.
- Faculty workload policies should be reviewed no less frequently than every five years.

This matter is an advisory report.

**G. Forensic Business**

None

**H. New Business**

1. Strickland wanted to know how to bring concerns to regarding serious problems with the bookstore. Kulkarni said to speak with the School Director of your department.
2. Faculty members expressed concern about SRTE's being taken online. Worried that student will not complete them and that may hurt promotion and tenure track professors. Possibly have the Faculty Senate address issues that may arise.

**I. Unfinished Business**

None

**J. Legislative Reports**

None

**K. Advisory/Consultative Reports**

None

**L. New Legislative Business**

None

The meeting was adjourned at 2:00pm.

FACULTY FORUM CANCELLED February 9, 2010

Next meeting February 25, 2010

Next Joint Faculty Senate and Academic Council Meeting March 23, 2010 (tentative)

/slp