

**Penn State Harrisburg
Faculty Senate Agenda**

Tuesday, April 18, 2017

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

A. MINUTES OF THE PRECEDING MEETING

Approval of Senate Minutes March 28, 2017

Appendix "A"

B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS

C. COMMUNICATIONS TO THE SENATE

D. REPORT OF THE SENATE PRESIDENT

E. COMMENTS BY THE CHANCELLOR

F. NEW BUSINESS

G. UNFINISHED BUSINESS

H. NEW LEGISLATIVE BUSINESS

I. LEGISLATIVE REPORTS

J. FORENSIC BUSINESS

K. REPORTS OF STANDING COMMITTEES

L. ADVISORY/CONSULTATIVE REPORTS

Enrollment Management & Outreach Committee April 6, 2017

Appendix "B"

M. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE

N. PASSING OF THE GAVEL

NOTE: The end of year meeting of the Penn State Harrisburg Faculty Senate is Tuesday, May 16, 2017 – 12:00pm -5:00pm in the Madlyn Hanes Executive Conference Room.

THE CAPITAL COLLEGE FACULTY SENATE
MINUTES
March 28, 2017

Attendees:

Capital College Senators Present: J.B. Adams, J. Hirt, G. Mazis, M. Mross, B. Ran, L. Rhen, P. Swan, P. Thompson, D. Witwer, S. Yilmaz

Administrators Present: O. Ansary, M. Kulkarni

Student Government Representative: M. Kurian

Invited Guests: O. Aybat, I. Hoxha

B. Ran, Faculty Senate President, opened the meeting at 11:40 a.m.

A. Minutes Approval for Faculty Senate Meeting

Ran requested discussion and asked for a motion to approve the minutes from the February 21, 2017 Senate meeting. A motion was made by Mazis/Yilmaz to approve the minutes, and they were unanimously approved.

B. Minutes Approval for Academic Affairs Meeting

Ran requested discussion and asked for a motion to approve the minutes from the February 16, 2017 Academic Affairs committee meeting. A motion was made by Swan/Yilmaz to approve the minutes, and they were unanimously approved.

C. Communications to the President

Ran invited Dr. Ozge Aybat and Dr. Indrit Hoxha from the Enrollment Management and Outreach committee to provide a mid-year update on their committee's progress.

- The main committee charge is to monitor and make recommendations to the Capital College Senate regarding enrollment services, *outreach*, marketing, continuing education, and distance learning activities of the colleges. Their focus this year has been to find ways to connect more closely with the community, especially Middletown.
- The committee conducted an online survey with Penn State Harrisburg faculty and staff that live in Middletown.
- 80 people were invited – 30 participated, with 21 being the average number of years lived in Middletown.
- Respondents were asked how they thought Middletown residents perceive PSH. Responses included: good for the economy, students stimulating local businesses, pride being associated with Penn State, and viewed as an asset.
- Concerns included: parking, speeding, careless and reckless driving as well as students (especially international students) not understanding traffic, pedestrian and bicycle laws. There was also a concern with loud noise and partying, as well as a perceived decrease in property value for those near campus.
- Respondents also provided ideas on ways to better reach out to the Middletown community: working together, help the community, use Middletown communications and forums to reach residents, and make PSH a fun place to visit.

- The committee recently met with Borough Council President, Benjamin Kapenstein to review the committee's findings. Kapenstein is a graduate from PSH's School of Business Administration. He was grateful for the school's contributions to the Middletown area and he indicated that the majority of the residents are happy with the presence of Penn State Harrisburg.
- Several ideas were discussed about what the Borough can do work with PSH. Those included a presence at our New Student Orientation, having a student and faculty representative on their board, internship opportunities for PSH students, inviting PSH to the Mayoral Madness Basketball event, and National Night Out.
- The committee plans to work with the International and Intercultural Affairs committee regarding concerns raised regarding the international students, as well as continuing relations with Kapenstein and the Borough.
- Adams questioned why the towns people were not asked these questions. That may be something to consider in the future, but most people that would respond would be negative.
- Many of these suggestions have been made in the past, but no actions are ever taken. Follow up on these issues needs to occur on a more regular basis.

D. Report of the Senate President

- Ran announced the new Faculty Senate President-Elect – Glen Mazis.
- The Faculty Senate Executive committee met with Chancellor and discussed the ombudsperson alternate. Three nominations were received: R. Luquis, Behavioral Science and Education, R. Lee, Business, and B. Lear, Library. The committee has selected B. Lear at the alternate ombudsperson.
- Ran received an e-mail regarding FT1 ranks and titles, inquiring about the implementation of the University Senate Recommendation. Kulkarni stated that the recommendation must be signed by President Barron first. After that, the colleges will be given one year to implement the changes. Kulkarni will be appointing a committee to look at this process. All commonwealth campuses would like to have similar titles. A future meeting with the FT1's was recommended.

E. Comments by the Chancellor

- Kulkarni updated the Senate of the future of the proposed clock tower. Due to the cost and the current economic times, Kulkarni has decided to postpone the project 1-2 years.
- The Trustees will be visiting in July and the college has been given some additional money for improvements for painting and carpeting.
- Kulkarni met with the Deputy Secretary of PennDOT regarding the new train station. The project is moving forward and the design has been finalized.

F. Comments by the Senior Associate Dean

- Ansary stated that enrollment numbers are steady. We are seeing more qualified applicants, as we are using the same EI as University Park, and our paid accepts

are slightly less than this time last year. The uncertainty for our international students is being felt in the admissions area.

- Due to the VRP changes, reorganization will be occurring across the college. Administration's focus is academics first. We have two school directors that are retiring. They are currently interviewing for the Humanities school director, and Behavioral Sciences and Education will soon name an interim director.

G. Comments from the University Council Representative

- Wilson was not available to attend the meeting.

H. Unfinished Business

None

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

Matthew Kurian – a student representative of the Student Government Association attended the meeting. He commented that the meeting was insightful and is a good way to foster communication with faculty and students. He found that listening to the concerns from the community and the faculty will be helpful to the SGA in the future.

The meeting adjourned at 12:51 p.m.

The next meeting of the Penn State Harrisburg Faculty Senate scheduled for Tuesday, April 18, 2017, in the Madlyn Hanes Executive Conference Room (C300 Olmsted) beginning at 11:30 a.m.

/slp

Faculty Senate Enrollment Management and Outreach Committee
Third Meeting, on April 6, 2017

-The committee met between 12:00 pm and 1:00 pm on Thursday, and Robert Coffman, the Director of Enrollment Management who supervises Admissions, Financial Aid, and Registrar's Office, joined us.

-Rob Coffman thanked the Committee for the summer school survey we conducted in 2015. He showed us how they implemented the survey results right away by offering more online courses and by designing a separate website for the summer school, which led to higher enrollment than before. More information about PSH summer school can be found at <https://harrisburg.psu.edu/summer/courses-2017>

-He explained the current profile of PSH students.

- ✓ We have an increasing number of undergraduate and graduate students (5046 in total as of Fall 2016). Out of these 5046 students:
 - 1050 are freshman
 - 83% are undergraduate and 17% graduate students
 - 80% are full-time and 20% part-time students
 - 74% are PA residents and 26% out-of-state students
 - PSH aims to grow but at a slower pace than last year
 - We are the second largest Penn State campus (the first is University Park)
- ✓ We also have an increasing number of international students:
 - 716 international undergraduate and graduate students from 45 countries
 - Twice many international students applied this year
- ✓ About 1000 students graduate every year. This year, the graduation ceremony is on May 6th and the guest speaker is James Franklin, Penn State's Football Coach.
- ✓ Evaluation index, which helps Enrollment Management create a college GPA prediction based on applicants' SAT and high school GPA scores, is getting better every year, which means that the quality of the students we accept is getting higher every year.

-Rob Coffman also said that Enrollment Management is organizing Open House activities every year during which prospective students visit the campus and meet with student clubs, faculty, supporting staff, etc. We can help Rob Coffman's team by encouraging our colleagues to participate in these activities since prospective students and their parents are eager to see faculty. (837 prospective students registered for the 2017 Spring Undergraduate Open House, April 8th)

-Rob Coffman's office needs our help with:

- ✓ Spreading the news about the “Graduate Students Awards” that are awarded to the prospective graduate students who are nominated by their Program Coordinators. There are 20 awards (each around \$1000) but Mr. Coffman so far has received 2 nominations only. The deadline is mid-August and Dr. Glen Mazis suggested that this information can also be distributed through the Faculty Senate newsletter.
- ✓ Supporting their activities by participating in their Open Houses, coffee hours, etc.

- ✓ Supporting the graduate admissions by coordinating with Graduate Program coordinators. He will share the “Best Practices for Program Coordinators” with us and with the Senate.