

**Penn State Harrisburg
Faculty Senate Agenda**
Thursday, September 27, 2018
Madlyn Hanes Executive Conference Room
C300 Olmsted 11:30 a.m. to 1:00 p.m.

- A. MINUTES OF THE PRECEDING MEETING
Approval of Senate Minutes August 30, 2018 Appendix “A”
- B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS Appendix “B”
Approval of Minutes from September 6, 2018 meeting
- C. COMMUNICATIONS TO THE SENATE
 - concerns about Non-tenure Faculty Promotions
 - concerns about Faculty Senate Executive committee
 - concerns about Late Student Faculty Response
 - need for Risk Management discussion
 - possible need for syllabi to declare mandated reporters
- D. REPORT OF THE SENATE PRESIDENT
 - priority of committee liaison reports
 - sending in agenda items
 - executive committee function
 - proposal for executive committee restructuring and proposed change in Secretary’s role/title as part of changes in Constitution
- E. COMMENTS FROM THE CHANCELLOR
- F. COMMENTS FROM THE UNIV. COUNCIL REP
- G. COMMENTS FROM THE STAFF ADVISORY COUNCIL
- H. COMMENTS FROM THE SGA REPRESENTATIVE
- I. ADVISORY/CONSULTATIVE REPORTS
 - reports from Senate liaisons of Committee actions Appendix “C” Student Affairs comm.
- J. NEW BUSINESS
- K. UNFINISHED BUSINESS
- L. NEW LEGISLATIVE BUSINESS
 - first discussion of proposed changes to Fac. Senate constitution (Swan)
- M. FORENSIC BUSINESS
- N. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE

NOTE: The next meeting of the Penn State Harrisburg Faculty Senate is Thursday, October 25, 2018 – 11:30-1:00pm in the Madlyn Hanes Executive Conference Room.

**MINUTES
ACADEMIC AFFAIRS
Thursday, September 6, 2018
11:30 a.m. – 1:00 pm**

Members present: Rick Ciocchi, Marissa Harrison, Susan Havranek, Bernadette Lear, Linda Null, Jennifer Schally, and Matthew Wilson

Faculty Senate Liaison: David Witwer

Invited Guests: Katina Moten

1. Null called the meeting to order at 11:30 a.m. Introductions were made around the room. Null noted that the charges were available for review in the Box folder. A curriculum checklist was sent to each member regarding the curricular workflow. Additionally, an information sheet regarding what the graduate school is looking for in graduate course proposals was included for review. Many committee members were concerned with the 80/20 rule that the graduate school was enforcing for the core content and evaluation methods of the courses. The committee will seek guidance from John Haddad, who is the graduate council curricular representative for this academic year.
2. Review of Programs and Courses

ESC 420 Nanotechnology and Nanomaterials – Fariborz Tavangarian

This course was taught as a one semester title in Spring 2017. This course provides an overview regarding principles and advancements in the field of nanotechnology and nanomaterials. In this course, students learn about different aspects of the field, including properties and applications of Nanomaterials, high-tech facilities to characterize nanomaterials, synthesis techniques, different categories of nanomaterials, etc.

The following recommendations were made:

Under pre-requisites, remove PHYS 211, as it is already a pre-req for PHYS 212.

Provide a better rationale for the relationship/linkage of course to other courses. (why is MATSE 259 a pre-req?).

Please provide additional consultation from other campuses that offer ESC courses, such as Abington and University Park.

There are several grammatical errors that need to be fixed throughout the course proposal.

Please change sessions to weeks or hours.

In the course objectives, it should read ABET (not according to the mechanical engineering program’s student outcomes “g”)

In the course objectives, change “students should be able to” to “students will be able to.”

A motion to approve the course, with said changes, was made by Ciocchi/Wilson, and the proposals was unanimously approved.

Mechanical Engineering Technology – Richard Ciocchi

This change is simply a correction. During the last significant program change that was processed in Fall 2017, the required course IET 308 Statistical Quality Control was unintentionally deleted. The changed catalog currently shows another required course IET 321 Manufacturing Processes in both the Prescribed and Additional categories. Of course, IET 321 should be in just one or the other. IET 321 has always been an Additional course. Therefore, the change needs to be made to replace IET 321 with IET 308 under the Prescribed Courses heading. Both courses are 3 credits each, so there is no overall effect on the program. During the 2017 program and course revisions, there were no changes made to either IET 308 or IET 321.

No issues were found. A motion to approve was made by Wilson/Havarnak, and the proposal was unanimously approved.

PADM 504 Data Analysis for Policy and Administration – Daniel Mallinson

This course prepares students to be both effective producers and consumers of quantitative research. We will address statistical analyses relevant to administration, planning, and public policy. This course will include foundational knowledge in statistics. Students will also learn how to effectively display data visually. In addition to practical lab assignments, students will conduct their own analysis project. It was determined that PADM attempts to cram too much information into the 3 credit course. The accrediting body suggested that this course be added to the core curriculum for the program.

The following recommendations were made:

Under justification for course number, please refer to <http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/graduate-course-definitions/>. Please change.

If this is part of a program change, the committee would like to hold off on approval, until the course change is made to PADM 503 and the PADM program change is submitted.

The proposal was withdrawn from the committee at this time.

PADM 506 Public Information Management and Technology – Younhee Kim

This course proposal was before the committee during the last academic year. This course aims to introduce policy and management issues in information technology, focusing on but not limited to the public sector. Topics focus on government information technology initiatives, electronic government, digital democracy, online participation, information equality, open government and data, security and privacy, outsourcing, information management systems, and emerging forms of information technology applications. Core questions in this course include how and what practices might improve governmental IT effectiveness.

The committee previously questioned the cross listing, and asked Kim to review with faculty from the HADM program. After consulting with the HADM program, it was determined that that the HADM curriculum for this course is very different, and that there would be no issue in dropping the cross listing.

The following changes to the proposal were recommended:

In the relationship/linkage of course to other courses, please state that there are no formal

pre-requisites for this course and that it is not a pre-requisite for any other course.
Under justification for course number, please refer to <http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/graduate-course-definitions/>. Please change.
In the brief outline: replace “introduce” with “to provide students with an overview of...”
Reapportion time in the outline of major topics to include time for in-class presentations.

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

EE589 Smart Grid Control and Dynamics – Javad Kahazai

This course will provide students with sufficient knowledge to analyze the main components of smart grid systems. Furthermore, various modeling techniques for renewable energy resources in smart grids such as wind farms and solar systems will be analyzed. It was offered in the past as a one semester title and it was well received.

The following changes to the proposal were recommended:

Under justification for course number, please refer to <http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/graduate-course-definitions/>. Please change.

In the evaluation methods, include the number of exams and projects.

Under relationship of course to major..., explain why EE 488 is listed as a prerequisite.

Reapportion time in the outline of major topics to include time for examinations.

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

AMST 309 American Material Culture – John Haddad

This is a new course developed by Simon Bronner prior to his retirement. It was requested that his name be removed and Anthony Buccittelli be added. This course covers American material culture defined as the interconnection of tangible, human-made forms in contexts representing cultural ideas and practices. It investigates the links of genres such as architecture, art, craft, dress, and food to one another in natural and social contexts such as landscapes, communities, and oceans. The spaces examined can be small, such as a desk, and analyzed ethnographically and historically. They can also be larger such as the built environment of suburbia and its symbolic meaning between city and country. Students identify aspects of form, construction, and use in such spaces and the patterns they express, including regional, ethnic, gender, and class associations. The spaces can be "real" such as the house and body, and virtual, such a representation of environments that users build. The course has a goal of analyzing cultural meanings and influences of material environments people create on human selves and their society.

The following changes to the course proposals were recommended:

Remove the syllabus.

Do a better job qualifying the course as a GH.

In the evaluation methods section, account for the additional 40% needed to achieve 100%.

Add an additional week under the listing of major topics (currently only adds to 14 weeks).

In the course objective, change “by the end of the course, students will:” to “upon successful completion of this course, students will...”

A motion to approve, with noted changes, was made by Wilson/Ciocci and the proposal was unanimously approved.

BESC 370 – Community Psychology – Candace Rade

The psychology program would like to change BESC 370 to PSYCH 220. This proposal addresses an existing and frequently offered course. The purpose of the proposal is to change from the Behavioral Science prefix BESC to the Psychology prefix PSYCH. We propose a change from BESC370 to PSYCH220 (number 370 is occupied in Psychology). Community psychology applies psychological principles in its focus on understanding mental health issues from an ecological perspective and creating changes for the better. The action-oriented, problem-solving research of community psychology serves to promote mental health, well-being, and civic engagement on a community level. Further, the change to PSYCH will bring attention and visibility to this growing approach to psychology. As psychology moves to the biopsychosocial model of understanding human behavior and mental processes, students and ultimately society will benefit from increased ecological understanding. Moreover, the change will allow Community Psychology to be a readily recognizable option for the "Additional Courses" requirement of the Psychology B.S. major or Psychology minor.

No major changes were advised, however, the committee would like to see additional consultation from other campuses that offer psychology.

A motion to approve, with additional consultation, was made by Ciocci/Wilson and the proposal was unanimously approved.

Fall meeting dates:

Thursday, October 4, 2018 11:30 a.m. W209 Olmsted

Thursday, November 15, 2018 11:30 a.m. W209 Olmsted

Adjournment at 1:00 p.m.

APPENDIX “C”

Faculty Senate Student Affairs Committee Meeting September 18, 2018

“Charge” Meeting	
Location	E-202 Olmsted Building
Date	Tuesday, September 18, 2018 2:00 – 3:00 p.m.
Members Present	Joseph Cecere, Adrianna Diaz, Hannah Lair, Michael John Melnyk, Hannah Mudrick, Mary Napoli, Sheela Pandey, Andrea Pritt, Amy Sauertieg, Odd Jonas Stalebrink, Glen Mazis
Members Excused	Harris Eze Imadojemu, Raquel Lodeiro O’Barr, Mohammad Abbas Ali
Agenda	<ul style="list-style-type: none"> • Introductions • Review and Discuss committee charges

1. Introductions and Appreciation

Mary and Amy welcomed everyone to our first meeting. They also extended their appreciation to Dr. Glen Mazis, Faculty Senate President for taking the time out of his busy schedule to join our meeting. Committee members provided brief introductions and we also welcomed Adrianna Diaz, SGA Student Affairs Chair and Joseph Cecere, Faculty Athletics Representative.

2. Review and discussion of *Standing Charges*

The following table includes the Standing charges along with representative feedback from our committee.

Standing Committee Charges	Discussion/Comments
<ul style="list-style-type: none"> • Considers policies involving those aspects of student life on the campus that are of concern to graduate and undergraduate students, as well as policies that are not specifically covered in other Committees, including, but not limited to, career development and placement, housing, health, student conduct, student organizations, and extracurricular activities; 	<ul style="list-style-type: none"> • Committee members in their second year of service shared their insights about the standing charges. Hannah M., Odd, and Michael emphasized the importance of the committee serving the students’ concerns. • Dr. Mazis also echoed these insights and provided some additional context about the importance of student representation on Faculty Senate committees, etc.
<ul style="list-style-type: none"> • Serves as the principal agency for representing students’ concerns to the Capital College Senate and a point of origin for student proposals; 	
<ul style="list-style-type: none"> • Reviews and makes recommendations relating to the quality of student life, the functions of student affairs operations, student awards and scholarships, and athletic 	<ul style="list-style-type: none"> • A concern was raised about the lack of weekend activities on campus. Adrianna and Michael provided the committee with insights about the various events and activities held on

<p>programs, including student eligibility and schedule for athletic events;</p>	<p>and off campus. Michael indicated that he will share a summative list of the Student Activities completed to date. For example, at the start of this academic year, there were nine days of activities/events for Welcome Week.</p> <ul style="list-style-type: none"> • We discussed the need to obtain student input and to evaluate what activities worked well? What can be done in the future? What was effective or ineffective? • We discussed issues of raising awareness about the events on campus. In addition to the virtual “This Week” emails and displays available to the entire community, what other ways can the events be communicated? • Joseph wondered how we could work together to encourage students, faculty, and staff to attend the athletic events to support our student athletes. • We also pointed out that our current student population stems from both off-campus, residential, and commuter students. • We will revisit these items at a future meeting and perhaps form a subcommittee to develop a student survey regarding events, etc.
<ul style="list-style-type: none"> • Reviews and makes recommendations for student awards, scholarships, fellowships, and the Who’s Who Award in cooperation with the Student Activities Office and the Office of Financial Aid 	<ul style="list-style-type: none"> • Joseph and Hannah mentioned that there was low attendance at last spring’s Scholarship meeting. Therefore, Amy and Mary will inquire about the scholarship process at the beginning of the spring semester in an attempt to plan ahead. • We will also follow up with the Student Activities Office and the Office of Financial Aid about whether or not our campus still participates in the Who’s Who program.
<ul style="list-style-type: none"> • Ensures maximum possible student participation in the Faculty Senate Committees, in cooperation with the SGA and GSA advisor; and 	<ul style="list-style-type: none"> • Dr. Mazis emphasized that this particular item is of critical importance this year. • Members of the committee were invited to attend the SGA meetings when possible to increase lines of communication. Adrianna mentioned that the SGA meetings are held every other Thursday at 11:30 a.m. in TL 118.
<ul style="list-style-type: none"> • Serves as a liaison between the Faculty, the Office of Student Affairs, and the SGA 	<p>Website: http://sites.psu.edu/sgaharrisburg/</p>

3. Review and discuss charges for the current year

Charges for current year	Discussion/Comments
<ul style="list-style-type: none"> Investigate and help planning with the SGA and the administration student concerns expressed from last year about the inability to have the kind of programming students would like for concerts and other events because of risk management and other institutional limitations. 	<ul style="list-style-type: none"> Amy will try to locate the Risk Management Representative at the University Park campus to invite them to our next meeting (TBD). Michael and others raised an important point about the need to have a liaison representative at our campus to navigate issues for our student groups, etc. Dr. Mazis indicated that he will share this item with the Executive Council. Members also raised a concern about the challenges to host an event on campus, from locating the information online to scheduling the event in 25 live. Sheela mentioned that at her previous campus that there was a very clear process for event planning directly on the campus homepage. Would it be possible for us to recommend that this information either be added to the ‘onboarding’ page for faculty/staff or to provide explicit directions under Student Activities? Can we recommend a “How to Host an Event” page/link?
<ul style="list-style-type: none"> Assess the involvement with SGA across the differing Schools and have results discussed in School meetings 	<ul style="list-style-type: none"> Dr. Mazis mentioned that he will bring this issue back to the Executive Council. More details to follow.
<ul style="list-style-type: none"> Encourage Schools to host discussions with SGA and students about concerns 	<ul style="list-style-type: none"> Adrianna mentioned that students are required to attend the Open Forums that are held throughout the semester. Dr. Mazis provided additional insight into the chancellor’s vision for this charge. We will need to return to this item at a future meeting. Members of the committee noted that it is important for Schools to facilitate opportunities for students to voice their concerns. Committee members noted that faculty can continue to encourage student club officers/members to ask their respective

	professors for a few minutes of class time to discuss their clubs.
<ul style="list-style-type: none"> Encourage the Schools to have more student engagement in school functions such as Search Committees or other School Committees 	<ul style="list-style-type: none"> Many schools include student representatives on various committees or councils. Mary mentioned that a student representative is appointed to serve on the Teacher Education Council. Odd mentioned that as part of the national accreditation process in the School of Public Affairs that students were a critical component of this process. Is this enough? How can we enhance what we are already doing in order to meet this charge?

We adjourned the meeting at 3:00 p.m.

Summary of action items:

- Dr. Mazis will bring our discussion points to the Executive Council for clarification
- Amy will follow up with Risk Management. Our goal is to invite the representative from Risk Management Office to meet with our committee to discuss “Current Committee Charge #1.” SGA members are welcome to attend this meeting.
- Mary and Amy will try to attend one of the next SGA meetings.
- Michael will share the summative list of student activities with the committee.