

Penn State Harrisburg
Faculty Senate Agenda
Tuesday, September 20, 2011
Madlyn Hanes Executive Conference Room C300
11:50-1:20 p.m.

- A. MINUTES OF THE PRECEDING MEETING
Approval of Senate Minutes August 25, 2011 Appendix "A"
- B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS
Approval of Academic Affairs Minutes August 30, 2011 Appendix "B"
- C. COMMUNICATIONS TO THE SENATE
- D. REPORT OF THE SENATE PRESIDENT
- E. COMMENTS BY THE CHANCELLOR
- F. COMMENTS FROM THE UNIV. COUNCIL REP
- G. FORENSIC BUSINESS
- H. NEW BUSINESS
- I. UNFINISHED BUSINESS
- J. LEGISLATIVE REPORTS
- K. ADVISORY/CONSULTATIVE REPORTS
- L. NEW LEGISLATIVE BUSINESS
- M. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE

NOTE: The next meeting – Joint session with Academic Council - Tuesday, October 25, 2011 – 11:50am-1:20pm Madlyn Hanes Executive Conference Room

CAPITAL COLLEGE FACULTY SENATE
MINUTES
August 25, 2011

Attendees:

Capital College Senators: S. Agili, P. Burrowes, R. Gray, J. Harris, R. Luquis, G. McGuigan, G. Morcol, M. Strickland, M. Taylor (student) J. Wilburne, S. Winch, and S. Wolpert

Administrators Present: M. Kulkarni, O. Ansary

Absent: J. Ruiz

Robert Gray, Faculty Senate President opened the meeting at 12:08 p.m.

A. Minutes Approval for Faculty Senate Meeting

1. Gray requested a motion to approve the minutes from the May 10, 2011 meeting. A motion was made by Wilburne/McGuigan to approve the minutes and they were unanimously approved.

B. Minutes Approval for Academic Affairs Meeting

None – the first meeting of the Academic Affairs Committee is scheduled for Tuesday, August 30, 2011.

C. Communications to the Senate

1. S. Wolpert and several other members of the Faculty Senate received an e-mail from a faculty member whose contract had not been renewed. Matters of this sort should be forwarded to the Faculty Senate President and should be handled by the faculty member's school director and the human resources department.
2. It was additionally noted that members of the faculty senate should send out e-mails to their schools advising them of their role on faculty senate and to let them know if are problems arise.

D. Report of the Senate President

1. R. Gray reported on activities that were done over the summer to prepare for the coming academic year. These items include: senate calendar, committee assignments were made, committee chair people selected, committee charges determined and disseminated, college promotion and tenure elections were held and the chancellor provided with the results, teleconferencing account was created with TelSpan to enable higher attendance at committee meetings, budget was reduced by 10% to help with the overall school budget, and communication with the student government to increase student participation on faculty senate committees.
2. R. Gray stated that his vision for his year as Faculty Senate President was to increase relations between local business and industries in the Harrisburg area. He would like to see more faculty interaction with local businesses. He sees a year of strengthening and growing.

3. R. Gray stated a concern of his was to maintain the quality in all our programs while our undergraduate enrollment increases. A hope of his is that our senators and the senate committee outcomes will in turn increase the overall quality of our college.

E. Comments by the Chancellor

1. Kulkarni stated that he is always available to the members of the faculty and enjoys the interaction with the faculty senate and often seeks input from the senate officers on important university matters.
2. Kulkarni provided the unofficial enrollment report for the Fall semester. As of 8/22/11 our number is 4,341 which is down 30 from the same time last year. We have been carefully watching our enrollment this year since we are at capacity. We have 128 more full-time students than this time last year. These numbers do not include the online students, which are counted as students for World Campus.
3. Penn State Harrisburg's budget is in good order. Kulkarni would like to establish a strong financial foundation for the college.
4. All campus construction projects are back on track. The CUB addition will begin in October 2011 and should be finished in 15-18 months. The parking lot next to the Olmsted building is partially complete. It has taken a bit longer due to concern about water drainage, but should be completed by October.
5. Space is an issue on our campus. Four temporary classrooms will be situated in the parking lot next to the Special Events Room by December 2011. While this is a temporary fix, it will allow us additional space until we develop other options.
6. The new road connecting the warehouses to Route 230 is scheduled to officially open on September 2, 2011. This will eliminate truck traffic through campus.
7. Kulkarni is concerned with Graduate student enrollment. Currently our numbers are only 87% of last year. This reduction has been occurring over the last 4-5 years. Kulkarni is planning to make investments in the programs to attract more students.
8. Kulkarni met with the Middletown Borough Council President recently and she assured him that everything was on track for the construction of the new train station. Also, a new road is to be developed that will allow students to more easily walk into the downtown area. Kulkarni would like to see the construction of a hotel and possible walkway bridge from the train station to our side of Route 230.
9. Kulkarni mentioned that he will continue with our Strategic Plan review.
10. Kulkarni addressed G. Morcol's questions regarding the hiring of FT1's over tenure track faculty and the demands of faculty to teach the online courses. Dr. Ansary explained that often times FT1's are hired for new programs to make sure they succeed. If new programs are successful then tenure-track faculty may be hired.
11. Kulkarni would like the Senate to organize a committee to bring a Bachelor of Philosophy degree to our campus. Also, due to the increase in the honors program, we

would like to provide them with an avenue to pursue more undergraduate research options.

F. Comments from the University Council Representative – J. Ruiz

Ruiz was not able to attend, however, he provided a report to the Faculty Senate. It was not discussed during the meeting due to a shortage of time.

G. Forensic Business

None

H. New Business

None

I. Unfinished Business

None

J. Legislative Reports

None

K. Advisory/Consultative Reports

None

L. New Legislative Business

None

M. Comments and Recommendations for the Good of the College

1. M. Strickland announced the World Narrative Project that they have received a grant for will begin this week. She asked for faculty to reserve December 1, 2011 for the Day of Listening.

A motion to adjourn was made by Luquis/Wolpert at 1:30pm.

The next meeting of the Penn State Harrisburg Faculty Senate Tuesday, September 20, 2011 – 11:50am to 1:20pm Madlyn Hanes Executive Conference Room.

/slp

**MINUTES
ACADEMIC AFFAIRS
Tuesday, August 30, 2011
11:50 – 1:20 P.M.**

Members present: Qiang Bu, Y. Frank Chen, Rick Ciocchi, Linda Null, Barbara Sims, David Witwer

Non-voting ex officio members present: Marian Walters

Invited guests: Margo Boman, Katina Moten, Richard Young

Senate Liaison:

1. L. Null, chair, opened the meeting at 11:50am. Introductions of the committee members and guests were made.
2. A brief review of course and program proposals and changes was provided to the committee. Everyone was reminded about the time tables for courses in the CSCS system. The course proposal flow chart is available on the ANGEL webpage. It was noted that all meeting materials will be placed into the ANGEL folder and members are responsible to come with materials to the meeting.
3. **Minutes Approval for April 14, 2011 meeting** – L. Null advised that the Faculty Senate had already approved the minutes and since they were from last year, many members of the committee would not be able to offer opinions.
4. **Dr. Richard Young, member of the Graduate Council Subcommittee on Curriculum** was invited to the meeting to review the procedures regarding graduate courses and programs. A hand-out was provided and is posted on ANGEL for all to review.
5. **Approval of Courses/Programs Proposals:**
 - a. ACCT 504 Advanced Auditing – Jean Harris – The courses that are being proposed are for students in the MBA program that would like to become CPA’s. These classes will meet the necessary requirements. A motion was made by Sims/Ciocchi to approve and unanimously approved by the committee.
ACCT 510 Advanced Tax – questions were raised regarding the prerequisite that stated “an undergraduate or graduate course in taxation.” Dr. Young will look into if that is a good prerequisite and will notify Dr. Harris. A motion was made by Ciocchi/Chen to approve the course pending any necessary changes and unanimously approved by the committee.
ACCT 572 Financial Reporting I – prerequisite should be ACCTG 472. A motion was made by Witwer/Ciocchi to approve the course pending the prerequisite change and unanimously approved by the committee.
ACCT 573 Financial Accounting II – remove prerequisite of ACCTG 471 & 472 and only have ACCT 572, since the others must be taken before ACCT 572. A motion was made by Ciocchi/Sims to approve the course pending the prerequisite change and unanimously approved by the committee.

- b. ENGMT 511 - Engineering for Energy and the Environment – Rick Ciocci
This course is being added for the new engineering management program that we are offering. A motion was made by Sims/Witwer to approve and was unanimously approved by the committee.
 - c. EE 352 Signals and Systems: Continuous and Discrete-Time – Mohammad Tofghi and Cheryl Ebel - Several changes are being made to the engineering classes as they prepare for ABET accreditation in 2012. It was determined that this course be tabled until issues with Behrend can be resolved.
EE 311 Electronic Circuit Design II - A motion was made by Sims/Ciocci to approve and was unanimously approved by the committee.
EE 413 Power Electronics - A motion was made by Sims/Ciocci to approve and was unanimously approved by the committee.
CMPEN 271 Introduction to Digital Systems and CMPEN 275 Digital Design Laboratory were removed from the agenda and will be placed on the agenda in the future after issues with the consultation are addressed.
CMPEH 472 Microprocessors - A motion was made by Ciocci/Sims to approve and was unanimously approved by the committee.
EE 405 Capstone Proposal Preparation – it was discussed that the course should have some type of control on it, but that should be handled by the Registrar during course registration and not listed in the course proposal. A motion was made by Ciocci/Chen to approve and was unanimously approved by the committee.
EE 406W Electrical Engineering Capstone Design - A motion was made by Sims/Witwer to approve and was unanimously approved by the committee.
CMPET 401 Data Communication and Networking - A motion was made by Ciocci/Sims to approve and was unanimously approved by the committee.
CMPET 403 - A motion was made by Ciocci/Chen to approve and was unanimously approved by the committee.
CMPET 412 - A motion was made by Ciocci/Witwer to approve and was unanimously approved by the committee.
6. Meetings for the Fall 2011 Semester:
Tuesday, September 27, 2011 W207 11:50am-1:20pm
Tuesday, October 18, 2011 W207 11:50am-1:20pm
Tuesday, December 6, 2011 W207 11:50am-1:20pm

Adjournment at 1:20pm.

/slp