

Penn State Harrisburg
Faculty Senate Agenda
Thursday, September 20, 2012
Madlyn Hanes Executive Conference Room C300
11:50-1:20 p.m.

- A. MINUTES OF THE PRECEDING MEETING
Approval of Senate Minutes August 30, 2012 Appendix “A”
- B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS
Approval of the Minutes September 4, 2012 Appendix “B”
- C. COMMUNICATIONS TO THE SENATE
- D. REPORT OF THE SENATE PRESIDENT
 - a. University Senate Faculty Affairs Committee – Survey on Workload Policy
 - b. Academic Council – Join Meeting, Oct 18
 - c. Chancellor’s Speaker Funds
 - d. P&T Symposium – President’s Equity Commissions, Oct 26.
- E. COMMENTS BY THE CHANCELLOR
- F. COMMENTS FROM THE UNIV. COUNCIL REP
- G. NEW BUSINESS
- H. UNFINISHED BUSINESS
College Faculty Senate’s Athletic Committee – Dr. Robert Gray
- I. NEW LEGISLATIVE BUSINESS
- J. LEGISLATIVE REPORTS
- K. FORENSIC BUSINESS
- L. ADVISORY/CONSULTATIVE REPORTS
- M. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE COLLEGE

NOTE: The next meeting of the Penn State Harrisburg Faculty Senate is Thursday, October 18, 2012 – 11:50-1:20pm in the Madlyn Hanes Executive Conference Room.

CAPITAL COLLEGE FACULTY SENATE
MINUTES
August 30, 2012

Attendees:

Capital College Senators: S. Agili, P. Burrowes, E. Doerfler, R. Gray, J. Harris, R. Luquis, G. McGuigan, G. Morcol, C. Rios, C. Sabina, M. Strickland and J. Wilburne

Administrators Present: M. Kulkarni, O. Ansary

University Senate Council Representative: J. Ruiz

Raffy Luquis, Faculty Senate President opened the meeting at 12:05 p.m.

A. Minutes Approval for Faculty Senate Meeting

Luquis requested a motion to approve the minutes from the May 8, 2012 meeting. A motion was made by Burrowes/Agili to approve the minutes and they were unanimously approved.

B. Minutes Approval for Academic Affairs Meeting

None – first meeting of the Academic Affairs Committee is scheduled for September 4, 2012.

C. Communications to the Senate

1. Luquis received an email from Harris expressing concerns of classroom overcrowding. Kulkarni noted that our campus has the smallest class size as compared with all campuses university wide. Harris stated that faculty was not concerned about the number of students in each class, more the physical size of the classroom. Faculty members receive many requests from students asking to take their classes, however they must be mindful of the classrooms that they are assigned. Kulkarni noted that classrooms are assigned the by the number of students that the schools say should be in each class. When faculty members begin allowing additional students in their classes, space becomes an issue. Kulkarni has created a committee to look at space issues and making sure the proper resources are in each space for teaching and instruction.

D. Report of the Senate President

1. Luquis asked to move the invited guest, Dr. Joseph Cecere, Faculty Athletic Representative, to the next agenda item. (Please see that section below.)
2. Luquis reported that we had a busy summer. Committee appointments were difficult to assign, as some schools are smaller and have few people who volunteer. While it is not possible to honor all requests, all committees were filled.
3. Each senator has been assigned to serve as a liaison on each committee. The senators serve in a non-voting capacity and report back to the senate any issues that they may have.

4. Assignment of the chairs was difficult for some committees. The constitution states that the committee chairs should be a tenured or tenure track faculty member. Full professors should step up to chair if they are asked.
5. Each committee should have a least two meetings per semester.
6. Luquis will continue having meeting each semester with the committee chairs to share issues, concerns and progress on charges.
7. The University Park Faculty Senate will be visiting our campus on Wednesday, September 19, 2012. Faculty members are invited to meet with them from 1-2pm in the Gallery Lounge.
8. A faculty forum will be held on Tuesday, October 30, 2012. Updates on the Core Council Recommendations will be provided.

E. Comments by the Chancellor

1. Kulkarni made most of his comments on All College Day.
2. Kulkarni noted we are enjoying another year of record enrollment Graduate program enrollments are stabilizing and increasing, mostly for the online programs.
3. Our college is moving from the NEAC Athletic Conference to the Capital Athletic Conference in the 2013-14 academic year. We will be playing other schools that better reflect the areas where our students live. It is a more competitive conference that may be more difficult in the beginning, but better for us in the long run.
4. Kulkarni addressed the issue of the NCAA sanctions. The \$60 million will not come from academics.
5. We have hired 33 new faculty members.
6. Our campus is continuing to grow. We are currently three years behind in the physical growth to satisfy the demand of our increasing enrollment.
7. Kulkarni is often questioned why we are continuing to improve the grounds and facilities on the campus. Physical improvements are usually a onetime investment.

F. Comments From the University Council Representative – James Ruiz

1. Ruiz reported from the University Park Faculty Senate meeting held earlier in the week. George Mitchell has been appointed by the NCAA as an independent athletics integrity monitor for PSU's athletic programs.
2. The majority of recommendations found in the Freeh report have been implemented.
3. The Middle States Accreditation warning is simply a warning. The warning was not due to our academic standards, but was over management and administrative issues.
4. Despite everything, enrollment is good at University Park and paid accepts are up over last year.
5. Penn State will see its lowest tuition increase this year.
6. Faculty and staff will be receiving raises that will appear in the October paycheck, retroactive to July.

7. A motion was brought before the University Faculty Senate to appeal the NCAA sanctions. The motion received a “no” vote.
8. A statement was presented by a group of past chairs of the University Faculty Senate regarding the Freeh report, NCAA consent decree and their academic implications. The statement can be found at <http://www.senate.psu.edu/>.
9. There is now more openness between the Board of Trustees and the Faculty Senate. Four members of the Faculty Senate are serving on committees on the Board.

G. New Business - Committee on Athletics

1. Dr. Joseph Cecere is the Faculty Athletic Representative, which means his is the academic representative for all collegiate sports. It has been recommended that the Penn State Harrisburg Faculty Senate create a standing committee to deal with athletic issues. Penn State Behrend is currently the only other campus that has this type of committee outside of University Park. We can structure our committee after their model.
The athletic committee should consist of one faculty member from school and the library, as well as at large representatives. Rashaan Carlton (athletic director) and Dr. Cecere (FAR) will also serve as non-voting members of the committee.
An amendment to the constitution will need to be drafted, approved by our faculty senate and sent to the University Faculty Senate for final approval. A motion was made, to create a subcommittee and charge it with creating a faculty senate athletic committee, by Harris/Doerfler and was unanimously approved.
2. Dr. Luquis asked the Senators to read the Senate Constitution and Bylaws as he found that there are some inconsistencies on current practices vs. what it is stated. We would need to form a committee to look carefully and propose some changes as needed.

A motion to adjourn was made by Agili/McGuigan at 1:24 pm.

The next meeting will be held on Thursday, September 20, 2012 in the Madlyn Hanes Executive Conference Room beginning at 11:50am.

/slp

**MINUTES
ACADEMIC AFFAIRS
Tuesday, September 4, 2012
11:50 – 12:30 P.M.**

Members present: Qiang Bu, Y. Frank Chen, Rick Ciocchi, Gregory Crawford, Scott Lewis, Linda Null

Invited guests: Patricia Kaley, Matthew Wilson

L. Null opened the meeting at 12:00pm. The committee took a few minutes to introduce the members.

1. **Minutes Approval from April 10, 2012 meeting** – The minutes from the previous meeting were reviewed, a motion to accept was made by Ciocchi/Bu, and the minutes were unanimously approved.
2. **Approval of Courses/Programs Proposals:**
 - a. **CET 343 Soils & Fluid Mechanics – Sai Kakuturu**
Currently this CET 343 course includes both “fluid mechanics” and “soil mechanics,” which are typically covered in separate 3-credit full semester courses. Therefore, this course is currently overloaded, making it very difficult to do justification for either topic. This change intends to remove the “fluid mechanics” part of this course. Penn State Harrisburg also offers CET 361 Fluid Flow for SDCET majors. After this proposed change, CET 361 will fulfill the “fluid mechanics” learning objectives. Students also receive an introduction to fluid mechanics in their physics courses.
Wilson recommended that we consult with the engineering schools at University Park; however, this course is only offered at Penn State Harrisburg, therefore we do not need to do external consultation. He also noted that comments should be added saying review concerns regarding the proposal had been addressed.
Null noted that concurrent courses should be spelled out, rather than relying on “Strength of Materials” that is currently in the bulletin listing.
A motion to approve the course with changes was made by Crawford/Ciocchi and approved unanimously.
 - b. **Phase-out of the Bachelor of Science in Environmental Engineering – Jerry Shoup**
The Environmental Engineering program has had low enrollment numbers since its creation. We are phasing out the program; however, we will continue to support the students in the program until May 2014. The School of Science, Engineering, and Technology is currently working on an IUG for Civil Engineering and Environmental Engineering, which should be ready for Academic Affairs approval soon.
Chen/Lewis made a motion to approve and the motion was unanimously approved.

Review of Committee Charges

The committee charges were reviewed.

- a. Continue to collaborate with the developers of the on-line program proposal system to assure that campus-specific issues continue to be addressed in the system. If faculty members have any issues with the CSCS system that are specific to our campus, please have them contact the committee with any questions. We are considering offering a CSCS course, taught by members of the CSCS team at University Park. Stephanie will poll the program coordinators to see when it would be best to try to have the class.
- b. Assist in the roll-out of the on-line program proposal system, when completed.
- c. Complete the Course and Proposal Handbook and make it available to faculty members (preferably on the college website). Null has contacted Marketing and Rebecca Gardner has located this information. We will work on updating it and hope to have it posted on the web so it is available to everyone.
- d. Review and evaluate academic planning including enrollment projections and academic admissions standards. This charge seems like it belongs to the Enrollment Management and Outreach committee. Null will ask for clarification.

3. Meeting dates for the Fall 2012 semester

Tuesday, October 9, 2012 11:50-1:20pm W140

Tuesday, November 6, 2012 11:50-1:20pm W140

Tuesday, December 4, 2012 11:50-1:20pm W207

Adjournment at 12:30pm