

**Penn State Harrisburg
Faculty Senate Agenda**

Tuesday, September 21, 2010

Madlyn Hanes Executive Conference Room C-300/12:30-2:00 p.m.

A. MINUTES OF THE PRECEDING MEETING

Approval of Senate Minutes (8/26/10)

Appendix "A"

B. APPROVAL OF THE RECOMMENDATIONS OF ACADEMIC AFFAIRS

August 31, 2010

Appendix "B"

C. COMMUNICATIONS TO THE SENATE

None

D. REPORT OF THE SENATE PRESIDENT (5 min.)

E. COMMENTS BY THE CHANCELLOR (10 min.)

F. COMMENTS FROM THE UNIV. COUNCIL REP (J. Ruiz – 5 min.)

G. FORENSIC BUSINESS

None

H. NEW BUSINESS

Teaching Load Policy

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 – Tuesday, October 28, 2010 from 12:30-2:00pm in C300.

CAPITAL COLLEGE FACULTY SENATE
MINUTES
August 26, 2010

Attendees:

Capital College Senators: S. Agili, R. Gray, J. Harris, G. McGuigan, B. Ran, J. Ruiz, M. Strickland, J. Wilburne, S. Winch, D. Witwer, M. Wilson, and S. Wolpert

Administrators Present: M. Kulkarni, O. Ansary

Absent: N. Bayraktar

Seth Wolpert, Faculty Senate President opened the meeting at 12:30 p.m. Introductions were made.

A. Minutes Approval for Faculty Senate Meeting

1. Wolpert requested a motion to approve the minutes from the Senate Retreat, May 11, 2010. A motion was made by Ran/Wilburne to approve the minutes as written and they were unanimously approved

B. Minutes Approval for Academic Affairs Meeting

None

C. Communications to the Senate

None

D. Report of the Senate President

1. Wolpert noted that he was interested in attracting more student involvement in the Faculty Senate and its committees. He plans to attend the Student Government Association's first meeting on Thursday, September 2, 2010.
2. Wolpert noted that a Penn State Harrisburg representative to the University Park Faculty Senate did not attend any meetings during the 2009-2010 academic year. Wilson noted that the faculty senate would need to vote on that action. A motion was made and unanimously approved to remove that senator and request an alternate serve in his place.
3. Wolpert expressed concerns regarding pre-requisites needed to take courses. Students can register for the classes without completing the pre-requisites. E-Lion has no way to check for this before students can register for the class and professors often have to review the transcripts to make sure the student is eligible to take the class. He would like to invite Margo Boman, Registrar, to discuss this matter and explore possible actions.

E. Comments by the Chancellor

1. Kulkarni provided an update on Fall enrollment numbers. Harrisburg has 284 more full time students than this time last year. When Harrisburg switched to accepting freshman and sophomores, we were the smallest of the five colleges, now we are second, only behind Erie in terms of number of students. Graduate enrollment has stabilized. We are currently examining why 50% of students transfer to University Park after two years. Erie retains 70-80% of their lower classmen. Kulkarni has charged a committee to look into this, examining

freshman experiences and the faculty that teach them during their first two years. He has asked the school directors to name faculty members from their schools to serve on this committee and how we can better serve the students that do stay here for four years. This fall we had the largest proportion of incoming freshman selecting Harrisburg as their first choice. Thirty-nine percent of incoming freshmen are from out of state (36 states and 17 countries represented.)

2. Research expenditures are increasing and faculty is working with the Office of Research and Graduate Studies to pursue additional funding sources.
3. Penn State Harrisburg was named the safest campus in the state of Pennsylvania.
4. The new freshman housing is ready and students have moved in. We hope to have an open house in the coming weeks.
5. Beginning September 1, 2010, Penn State Harrisburg will be competing in NCAA Division III sports. This will allow many opportunities to our athletes.
6. Three faculty members have received recognition:
Shaun Gabbidon – our second Distinguished Professor
Oranee Tawatnuntachai - one of only three faculty members University-wide to receive the Alumni/Student Award for Excellence in Teaching and be named a 2010 Penn State Teaching Fellow
Barbara Sims – named Administrative Fellow and will be working with Dr. Harold L. Paz, senior vice president for health affairs, dean of the College of Medicine, and chief executive officer of The Milton S. Hershey Medical Center. The length of the program is one academic year.
7. The budget for the upcoming year is good for Penn State Harrisburg.
8. Senior administration is aware of the parking issues throughout campus. During this academic year we will be constructing a new parking lot to the left of the main Olmsted lot.
9. Questions were raised regarding the use of the elementary school that we own. Kulkarni mentioned that the building is not up to code and the building proportions are made for those of smaller stature. It would be too expensive to renovate, so when the time comes to build additional buildings, it will be torn down.
10. Kulkarni mentioned that Saturday, October 16, 2010 will be Penn State Day. We will be kicking off a \$15 million campaign as part of the greater Penn State campaign to raise \$2 billion. We have already raised between \$7-\$8 million and would like to raise the same amount in the next four years.

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

1. Ruiz noted that the Senate Council is recommending that revisions be made to 83-80, Limitations on Source and Time of Credit Acquisition, listed in the Policies and Rules for Undergraduate Students. In order to receive a Penn State Harrisburg degree, you must take at

least 36 credits on this campus, however, it is up to each campus right now to establish that number. This change will mandate the number of credits needed at 36. The revisions passed Senate Council unanimously and will be up for a vote during the next senate meeting.

2. The Associated Press reported that our football program has the top graduation rate.
3. Insurance and benefits were also discussed. Noting that per the new Obama healthcare legislation, insurance coverage will now continue until a dependent reaches age 25, regardless of status (i.e. student.) Additionally, beginning January 1, 2011, flexible spending accounts cannot be used to purchase over the counter medications. Retirement benefits were also changes and are being redefined, depending on number of years of service and when the employee enters the retirement system. Faculty and staff hired after January 1, 2010 will not receive health insurance benefits following retirement.

G. New Business

1. Ruiz commented on how faculty members who report Academic Integrity cases are not “recognized” in any capacity, and are actually hindered when they receive their SRTE scores. Many faculty members are deterred from submitting AI cases for these reasons. He would like for there to be more support for faculty in these situations, especially those who are up for promotion and tenure.
2. Wilson addressed questions regarding the grade appeal process and noted that the process has become so cumbersome to a faculty member, that if a student threatens to appeal a grade, many times they just give the student the grade, rather than go through the process. Ansary and Kulkarni addressed the issue and assured the faculty member that the process is taken seriously.

H. Unfinished Business

None

I. Legislative Reports

None

J. Advisory/Consultative Reports

None

K. New Legislative Business

None

M. Comments and Recommendations for the Good of the College

None

The meeting was adjourned at 2:00 pm.

The next meeting of the Penn State Harrisburg Faculty Senate is Tuesday, September 21, 2010 in the Hanes Executive Conference Room (C300) 12:30pm.

/slp

**MINUTES
ACADEMIC AFFAIRS
Tuesday, August 31, 2010
12:30 – 1:30 P.M.**

Members present: Patrick Burrowes, Rick Ciocchi, Don Hummer, Bernadette Lear, Linda Null, Oranee Tawatnuntachai, and Judith Zaenglein

Invited guests: Margo Boman, Penny Carlson

Senate Liaison: David Witwer

1. J. Zaenglein opened the meeting at 12:30pm and introductions were made around the table.
2. **The committee charges were reviewed and discussed.** P. Carlson has created the “Penn State Harrisburg Undergraduate Curriculum Handbook.” She is waiting for approval from Marketing and will follow up and give the information to Stephanie.
3. **Minutes Approval for April 8, 2010 meeting** – The minutes were distributed via Angel prior to the meeting. A motion to approve the minutes was made approved unanimously.
4. **Approval of Courses/Programs Proposals:**
 - a. FIN 464 Investments – Oranee Tawatnuntachai
This proposal would change the name of the course from FIN 461 Investments to Portfolio Management and Analysis as well as the prerequisite from FIN 301 to FIN 420. It was questioned if “or approval of instructor” was needed in the new proposal. O. Tawatnuntachai will consult with the faculty member at Erie, which this course change will also affect. Motion to approve upon consultation was made by Witwer/Burrowes and was unanimously approved.
 - b. ENVE – several courses – Tom Eberlein
Ten course changes were brought before the committee:
ENVE 301W Environmental Microbiology
ENVE 401 Occupational Safety and Environmental Health
ENVE 411 Water Supply and Pollution Control – semicolon needs to be added to prerequisites to read: CHEM 301; and CE 370 or graduate standing
ENVE 417 Hydraulic Design
ENVE 424 Solid Waste Management
ENVE 415 Hydrology – semicolon needs to be added to prerequisites to read: ENVE 417; and STAT 301 or STAT 401
ENVE 413W Operation and Control of Treatment Systems – move prerequisite to concurrent courses
ENVE 425 Hazardous Waste Management
ENVE 470 Air Quality

ENVE 416 Treatment Plant Design – move prerequisite to concurrent courses

These changes are needed before the change in the Environmental Engineering Program moves forward.

Motion to approve the packet after the noted changes was made by Ciocchi/Tawatnuntachai and was unanimously approved.

5. Meetings for the upcoming semester:

Thursday, September 23, 2010 12:30pm	W207
Thursday, October 21, 2010 12:30pm	W205
Tuesday, November 16, 2010 12:30pm	W207

3. Adjournment at 1:30pm.

/slp