**Subject:** Agenda for Penn State York Campus Senate Meeting

**Date and Time:**  April 22, 2021 12:15-1:30 p,m,

**Location:** Online Zoom meeting

**Attendees:**

R. Bartell, Y. Botanov, W. Cantor, M. Casteel, M. Coyle, J. Crivaro, , B. Eshbach, A. Fetterman, D. Folkers, R. Foschia, S. Foster, G. Gawo, J. Giguere, S. Gill, F. Haag,C. Heydl-Cortinez, A. Kara, J. Kasten, A. Landis, D. Latzko, M. Lorenz, M. Marcus, S. Molly May, S. Molloy, M. Muller,J. Nesbitt, M. Nicholas, J. Owen,J. Petko, M. Ritchey, H. Sarafian, J. Siddique, N. Sloboda, J. Smeltzer, K. Trout, A.Vardo-Zalik, E. Wenk, S. Lentz, J. Pflaum, J. Royer,S. Ruch, R. Service, S. Simonds, A. Caldwell, D. Christiansen, R. Farrell, L. Fry, H. Gumke, A. Lehman, K. James, and R.Yuan

**I. Approval of minutes from the March 16, 2021, Campus Senate Meeting**

**Approved**

**II. Communications from administration, faculty, and committees**

A. Announcements from the Chancellor, Dr. David Christiansen

* Outlines of information on returning to work for summer and fall have been released by the University. We will discuss this at the town hall tomorrow. The University is taking a cautious, sensible approach. Not everyone can come back at once but will do so in phases.
* Now that the campus senate has decided to resolve the faculty based cultural diversity committee and replace it with a campus-wide committee, I will work with the Campus Senate leadership and Staff Advisory Council to find four faculty and four staff members to be on this new committee. Scott Simonds will also suggest some students for involvement. One faculty member and one staff member will be chosen to co-chair the group.
* Faculty Affairs Committee asked some questions to Joan Smeltzer about the transition to face-to-face classes in the fall. These are legitimate concerns about performance in the classroom setting. A lot of students might have problems returning to face-to-face and may not developed skills to succeed in upper-level courses. Will keep us updated as conversations progress. Strategic plan has identified fall 2021 as time for ASIC to start developing the elements of first-year seminar.
* Thanks for those who responded to AC14 surveys reviewing Bob Farrell and Dave Christiansen.
* Please get your vaccination.

B. Announcements from the DAA, Dr. Bob Farrell

* Summarized DAA report.
* Undergraduate research fair was a success.
* SRTE for new courses can be excluded from annual review but will still be included in promotion review.
* RSVP if you plan to attend commencement. Even if you are not able to attend, it will be helpful if you RSVP with a “No” answer. Please encourage graduating seniors to RSVP for graduation as well.
* Remote synchronous models will not be allowed in the fall. If you need this for personal safety reasons, complete the form through Lindsay Shields. This will need to be approved through UP. The driving factor on this is accreditation.
* Deirdre Folkers – Faculty members will not need to accommodate students from other campuses virtually unless this course is listed on the DLC. Students who will not return will be given temporary change of campus to world campus or take leave of absence.

C. Announcements from University Senators, Deirdre Folkers and Dr. Jennifer Nesbitt

* Deirdre Folkers – The last University Senate meeting is this coming week. At last meeting, asked to provide input on alternative grading for the summer. Not supported.
* Question about proper ventilation and remediation of classrooms was brought up to Provost. His response was that many of those spaces that taken offline upon reanalysis will likely be acceptable.
* When asked about masking and social distancing, the Provost confirmed that masking will still be required but we will not be able to have distancing. When asked if there are plans for merit-based salary increases, the Provost commented that they are hoping to do so.
* A new policy AD102 outlines regulations on romantic relationships between colleagues.
* Jennifer Nesbitt – Student life committee is tasked with monitoring student complaints of violations of wellness day protocols. Number of complaints were reported for the most recent wellness day.
* Report on Counseling and Psychological Services (CAPS) system and mental health services.
* Senate seat is now vacant with Deirdre Folkers upcoming retirement. Alternate from previous election, Noel Sloboda, will step in the fall and take on this position for the next year. We will then elect a new member.

D. Announcements from Senate Committee Chairs

E. Announcements from Faculty Council Representatives, Drs. Joe Downing and Joy Giguere

Joy Giguere– Elections for Chair Elect and Secretary of Faculty Council. Joy will be secretary next year. Discussion inconsistencies of course credit and involvement of Kines 88 which is used by many student athletes. Discussed making sure we have consistent requirements for nominees for University College Scholarship awards.

F. Announcements from Faculty

G. Announcement from Staff Advisory Council Chair, Jane Pflaum

H. Announcements from Staff

Scott Simonds –If anyone is interested in donating to remembering Frank Miller, still accepting donations. We probably have enough to buy a bench in his honor. Random COVID testing program will end as of Friday April 30.  If you have a desire to be tested, you can.

I. Announcements from Student Governance, Khara James

The Student Activity Fee (SAF) Committee approved funding for color printers. Elections were held and the new president is Sohaib Tariq.

J. Announcements from Senate Chair, Joan Smeltzer

* There are several minutes that are missing from the campus website from previous years. Smeltzer made an appeal to past secretaries to see if they can find them in their records.
	+ Spring 2018, November and December 2018, March and April 2019, January February and April 2020. Thanks to the Senate officers, Anne and Jess, and to Mark Casteel as parliamentarian. Also, thanks to committee chairs.

K. Announcements from Senate Chair-Elect, Dr. Anne Vardo-Zalik

**III. Unfinished Business**

**IV. New Business**

* Comments from candidates for election:

**Chair-Elect**: Bob Bartell

 Maureen Muller-Kahle

 **Secretary**: Eugene Botanov

 Sonia Molloy

  **Ombudsperson**: Fred Haag

 Haiduke Sarafian

 Noel Sloboda

* Elections for each office
	+ Bob Bartell – Chair Elect
	+ Sonia Molloy – Secretary
		- First vote resulted in a tie
		- Took a revote
	+ Noel Sloboda - Ombudsperson
		- Duke Sarafian - Alternate
* Motion from Curricular Affairs

The Curricular Affairs Committee moves that the Penn State York Campus Senate express its support for the search for an FT1 faculty member in math. Pending administrative approval, this search would be conducted immediately, with a successful candidate beginning fall 2021.

**Rationale***:*

The math department provides all service courses needed to meet our students’ general education, calculus and statistics needs. Staffing levels in the math department have dwindled over the last few years and the departure of another math faculty member is expected at the end of June. With this departure, the department is no longer able to provide all sections typically offered to campus students in fall 2021. The hiring of a FT1 math faculty member would allow the department to resume offering the minimum sections of math and statistics service courses needed to support the students at the York Campus.

Marcy Nicholas: Why is this not a tenure track position? Every time we lose a tenure track person, we go to a full-time replacement. Why are we doing this search so late?

Bob Farrell: It is difficult to hire tenure track faculty in a position when we do not offer the major on our campus. Formal permission from University Park is required for requesting a new hire whether tenure track, full time, or adjunct.

Deirdre Folkers: Math serves the entire University important to retain sufficient staffing. Many of these classes take place during the day. Important area to maintain.

Joan Smeltzer: We do not have enough faculty to serve the campus hence this motion.

Joy Giguere: Is this replacement of tenure track position with full time temporary?

Bob Farrell– Only time will tell. Unusual situation with pandemic has contributed diminishing number of students. Prevailing procedures are to seek ways we can become more efficient.

Deirdre Folkers – Having served on the University Senate, she does not see this trend ending any time soon.

**V. Forensic Business**

**VI. Adjournment**

**VII. Next Meeting:** August 2021 TBD

Proposals for new business by committees must be distributed to all members at least 72 hours prior to the meeting at which they are to be discussed. Except as otherwise provided, all meeting notices and agenda shall be distributed at least 48 hours in advance. Please send materials to the secretary in time for distribution.

**Curricular Affairs Committee Report Spring 2021**

**Committee Members**: Megan Lorenz, Robert Foschia (Co-chairs), Bob Farrell (ex-officio), Deirdre Folkers, Cecilia Heydl-Cortinez, Mary Ritchey, Noel Sloboda, Judy Owen, and Haiduke Sarafian,

The committee met twice during the spring 2021 semester, once in March and once in April, both remotely via Zoom.

**First meeting: March 5, 2021**

**Attendance:** Megan Lorenz, Robert Foschia (Co-chairs), Bob Farrell (ex-officio), Deirdre Folkers, Cecilia Heydl-Cortinez, Mary Ritchey, Noel Sloboda, and Judy Owen

The meeting was intended to provide staffing needs requests to Academic Affairs, but there were multiple points of contention that the committee addressed on the way to making these recommendations. First, Dr. Judith Owen informed the committee that she would be retiring at the end of the calendar year, and along with statements from the biology program head Dr. Anne Vardo-Zalik, the committee was informed of how essential Judy’s position was to not only the progression towards degree completion but also the wide range of courses she taught. Ultimately, the committee decided to put forth a motion to Campus Senate and recommendation that Owen have a successor with a FT assignment.

Secondly, the committee debated and discussed assembled data from responding programs about staffing needs in the immediate future as well as three to five years out. Of the surveyed programs, biology, corporate communication, engineering, and psychology all submitted requests for more hires; the biology hire was covered in the discussion around Owen’s retirement, while corporate communication simply made note of the loss of a faculty member during the transition from communication arts and sciences and corporate communication. There is a desire to add someone to corporate communication once the program has adequate numbers. Engineering’s request was a previous one that had been tabled several times, and the committee noted that the faculty there consistently teach overload schedules which might be unsustainable. Finally, psychology had a plan to eventually hire an industrial psychologist, given continued growth and needs.

There was not a consensus to these other requests besides Dr. Owen’s, so after much debate the committee decided to table the other requests until the next meeting.

**Second Meeting: April 9, 2021**

**Members Present:** Megan Lorenz, Robert Foschia (co-chairs), Bob Farrell (ex-officio), Deirdre Folkers, Cecilia Heydl-Cortinez, Mary Ritchey, Barb Eschbach, Judy Owen, and Noel Sloboda

The committee discussed the other possible motions broached during the first meeting, noting that both psychology and engineering have requests for the future that were acknowledged and under consideration as future requests. More pertinent requests included those from math, which had a need of 15 open credit hours in need of staffing. Multiple members of the committee pointed out was a much harder subject to find adjuncts in this discipline, especially during daytime business hours, which led the committee to recommend to Campus Senate that a new hire of a FT position in math to effectively staff those open credits; the committee made light that the largest major cluster on campus was centered in and around engineering, to which math courses directly serve and facilitate degree progress towards this goal.

The second agenda item was a continuation from the last meeting of which programs to continue to review in the coming year. Bob Farrell indicated that associate degrees, minors, and certificates had not been officially reviewed, to which the committee responded with a decision to contact Patty Bowen and look over the various certificate programs the campus offers; alongside this, the committee also voiced support to invite a review of psychology under the new structure beginning next fall.

The last piece of new business was informing the committee of a meeting with the chancellor prior to the committee meeting, where going forward the committee will be tasked with a more focused and data-driven assessment of programs that fulfills elements of the strategic plan for the campus. Future chairs will need to implement reviews that focus on student learning, high quality instruction, and faculty research support—three elements outlined by the chancellor that need inclusion into future reports.

**Curricular Affairs Future Business (Fall 2021)**

The committee will implement the requested action item from the campus strategic plan, specifically to implement a more thorough review process to help gather data about what faculty are already doing in terms of professional development, achieving learning outcomes, implementing innovative pedagogy and awards collected by campus faculty.

The committee plans to meet early in the fall semester to discuss and consider the new data points to be considered in the next round of review, and to use the psychology program review as a pilot in order to ascertain what functions best and what needs more tinkering moving forward.

**Campus Awards Committee**

The Campus Awards Committee (renamed from Academic Awards Committee) met three times during Academic Year 2020-21. Once in the fall to discuss adding to standing awards and setting timelines and twice in the spring to determine winners of the academic and service awards.  The 2021 ceremony has been replaced with a campus website announcement due to COVID-19, but we are looking forward to 2022, when we anticipate returning this ceremony to campus.

This year due to low student involvement in clubs and committees, several awards were not given out: Diversity Award and Student Veteran's Award; the CAS award has been discontinued.

Members: Ann Fetterman, Faculty Chair, Scott Symonds, Cynthia Jones, Sarah Guillen, Judy Owen, Maureen Muller- Kahle, Javed Siddique, Megan Lorenz, Joy Giguere, and Rita Archer- Clark.

Submitted by Ann Fetterman, April 9, 2021

**Faculty Affairs Committee Report – Spring 2021**

**Membership:** Bob Bartell (co-chair), Fred Haag (co-chair), Bill Cantor, Mark Casteel, Joe Downing, Ann Fetterman, Joy Giguere, Ali Kara, Stephen Lentz, Asif Mahmood, Michael Marcus, Abdul Siddiqui, Joan Smeltzer, and Emily Wenk

**Faculty Colloquia Series:** The faculty affairs committee planned three faculty colloquia during the spring 2021 semester:

* Friday, March 5 at 12:15 p.m.: Barb Eschbach (26 attendees)
* Friday, March 12 at 12:15 p.m.:  Bobby Foschia (25 attendees)
* Friday, April 16 at 12:15 p.m.: Getinet Gawo and Abdul Siddiqui at 12:15pm (to be determined)

**Meetings:** The Faculty Affairs Committee met on February 10, 2021 and March 18, 2021. The following is a summary of these meetings:

**February 10, 2021:**

**Attendance:** Bob Bartell, Fred Haag, Stephen Lenz, Bill Cantor, Michael Marcus, Ann Fetterman, Mark Castell, Ali Kara

Issues addressed:

* At the request of our Campus Senate Chair (Joan Smeltzer), we examined the wording of the Faculty Scholarship of Research and Creative Accomplishment Award regarding the requirement that award winners serve on the award subcommittee for three years following to find a way to stipulate that nominees be willing to serve for three years. The consensus was that the wording could not be made clearer.
* Plan for Suzanne Shaffer's retirement (continued from the last fall meeting). Shaffer has handled the responsibility of notifying faculty about various professional development opportunities such as the Schreyer online series. Who will be taking over these responsibilities? Will we share an instructional designer with another campus?

 **March 18, 2021:**

**Attendance:** Bob Bartell, Bill Cantor, Joe Downing, Ann Fetterman, Joy Giguere, Fred Haag, Stephen Lentz, Michael Marcus, and Joan Smeltzer

Issues addressed:

* Several questions for the administration (Director of Academic Affairs and Chancellor) were raised. The questions were as follows:
1. Students at our campus who completed their freshman year entirely in a remote synchronous or asynchronous format have also had the alternative grading scale (pass/fail) available to them. We may very well have students entering the fall semester who have neither had face-to-face instruction nor a majority of courses that count toward their grade-point average (GPA). What steps are being taken to prepare those students to understand that the teaching and learning conditions and expectations during the pandemic will revert to pre-pandemic expectations so that A) face-to-face instruction where lectures/labs are *not* recorded and readily available after the fact is not a complete shock, and B) not having alternative grading as a GPA “escape hatch” will likewise not be a complete shock? This question is posed in the interest of student success and retention of pre-existing Penn State York students.
2. In what ways will the Nittany Success Center be prepared to accommodate what may very well be an increased number of students who will require tutoring and other forms of assistance as they make the transition from remote to on-campus learning (whether they are coming to us from remote high school learning or remote university learning)?
3. What steps are going to be made over the summer to ensure that classroom spaces will be fully operational (e.g., classroom technology) when the fall semester begins?
4. Without a full-time on-campus instructional designer, how will faculty be supported as we make the transition back to full-time classroom instruction?
* Election of FAC co-chairs for next academic year: Fred Haag and Joan Smeltzer volunteered to serve as co-chairs for the next academic year. There was no opposition.
* Fall 2021 Colloquia Series volunteers – Marcy Nicholas, Ali Kara, and Sonia Molloy have volunteered.
* Grant Review Committees:  Bob Bartell, Fred Haag, Ann Fetterman, Joy Giguere, Bill Cantor, and Joan Smeltzer have offered to serve.

In service,

Bob Bartell and Fred Haag, Faculty Affairs Committee co-chairs

**Academic and Student Issues Committee Fall 2020 Senate Report**

**Chair**: Joe Kasten

**Members**:

Jim Crivaro

Deirdre Folkers

Andrea Giorgioni

Amy Harmon-Krtanjek

Andy Landis

David Latzko

Megan Lorenz

Jessica Petko

Jon Price

Haiduke Sarafian

Anne Vardo-Zalik

Andrew Caldwell (ex-officio)

Barb Eshbach (ex-officio)

Robert Farrell (ex-officio)

Scott Simonds (ex-officio)

Peggy Violette (ex-officio)

Hunter Haggett (student member)

The Academic and Student Issues Committee had only one remaining objective for the spring 2021 semester. We were asked to decide whether judging was appropriate for the Spring Exhibition of Undergraduate Research and Creative Accomplishments. The committee decided that judging would be appropriate even under the current challenging conditions. The committee was then asked to consider the judging rubric developed by the Exhibition Planning Committee and make any changes that it deemed appropriate. The judging rubric was approved as presented.

Respectfully submitted,

Joe Kasten, Chair

ASIC

**Subcommittees of Academic and Student Issues Committee**

**Honors Subcommittee:**

**Chair:** Andy Landis

Jennifer Nesbitt

Amber Seidel

Javed Siddique

Abdul Siddiqui

Ryan Service (ex-officio)

Student member (TBD)

The Penn State York Honors Program currently has thirty-five students in the program, two of whom, Austin Gingrich and Juan Sanchez Caba, will be graduating in May with honors cords for completing eight semesters of honors work. Congratulations to these two fine students.

Since Penn State is no longer requiring the SAT for incoming freshmen, the honors committee could not use the SAT as one of the criteria to determine which students get offered to join the honors program. Instead, we greatly increased the GPA cut-off such that we would not be inundated with applicants and contact only the top students. Even with the GPA increase, we had forty-eight applicants to the honors program that submitted essays, which is about twice what we typically get. The honors committee met via Zoom on March 31 to discuss the essays that the incoming freshman students were required to write to be eligible for the honors program. Based on available honors scholarship funds, the number of honors courses, and mentors for honors projects, we narrowed the list to twenty-six students who would be invited into the honors program. Most of these students, but not all, will accept to come to Penn State York so this keeps the incoming honors class at approximately the same size as previous years.

Respectfully submitted,

Andy Landis

Penn State York Honors Coordinator

**Student Awards subcommittee**

**Chair:** Ann Fetterman

Members:

Joy Giguere

Sarah Guillen

Cynthia Jones

Megan Lorenz

Maureen Muller-Kahle

Judy Owen

Javed Siddique

Scott Simonds

Rita Archer-Clark

The Campus Awards Committee (renamed from Academic Awards Committee) met three times during Academic Year 2020-21. Once in the fall to discuss adding to standing awards and setting timelines and twice in the spring to determine winners of the academic and service awards.  The 2021 ceremony has been replaced with a campus website announcement due to COVID-19, but we are looking forward to 2022, when we anticipate returning this ceremony to campus.

This year due to low student involvement in clubs and committees, several awards were not given out: Diversity Award and Student Veteran's Award; the CAS award has been discontinued.

**Burness Teaching Award subcommittee**

**Chair:** Jessica Petko

**Members:**

Dr. Jess Petko (Chair)

Dr. Ali Kara

Dr. Sukhdeep Gill

Dr. Sonia Malloy

Mr. Louis Paioletti

Robert Farrell (ex-officio)

In the spring semester we posted a call for nominations for the teaching award which were again open for two weeks. The survey was advertised via email. Fifty nominations were received over the course of the fall and spring nomination period. We met on March 19 to choose finalists and plan classroom visits and evaluations. The finalists for the full-time award were Amber Seidel, Megan Lorenz, and Yevgeny Botanov. The finalists for the part-time faculty were Joe Royer and Terry Allison. The committee met on April 9 to choose the winners who were Megan Lorenz and Joe Royer.

**Academic Advising Council subcommittee**

**Chair:** Bill Cantor

**Members:**

Ali Kara

Jessica Petko

Joan Smeltzer

Andrew Caldwell (ex-officio)

Robert Farrell (ex-officio)

Jon Price (ex-officio)

Elaina Long z9student)

Meetings: The Academic Advising Council Subcommittee met twice during the spring 2021 semester: March 5 and April 9, 2021

Business: Two main topics were discussed. One was the process and selection of the advising award recipient. The other topic was the creation and distribution of the advising survey for students. There was also a brief discussion on the summer New Student Orientation (NSO)program which will again be on-line this year.

The advising award process was consistent with prior years. The nominations were opened after the March 5 meeting and closed on March 26. The committee reviewed the nominations from the fall and the spring and selected the three finalists over email. Once the finalists were announced, input from the entire Penn State York community was solicited. An email survey was also sent to every finalist’s advisee.

The committee met on April 9 to select the award recipient which was announced to the Penn State York community on April 12.

As a follow-up to our discussions in the fall, Andrew Caldwell created a virtual survey for advisees to be completed by the end of the spring semester. The committee reviewed the proposed questions from Caldwell and discussed the possibility of a gift card drawing to entice students to complete the survey. Caldwell agreed to follow-up with this idea and determine if it was possible to offer this incentive.

Respectfully submitted by Bill Cantor, April 15, 2021

**TLTAC 2021 Spring Report**

To: Senate Chair Joan Smeltzer and the Penn State York Senate

From: Marcy H. Nicholas, Chair of TLTAC 2020-2021

Date: April 16, 2021

Subject: TLTAC 2021 Spring Report

**February 22, 2021—First Meeting**

**Members Present**

Present: Robert Bartell, L. Brewster, J. Crivaro, R. Farrell, F. Lugemwa, S. M. May, M. Nicholas, S. Shaffer, and M. Wijesinha

**Discussion of the Instruction Signer (ID) Position**

* Bob Bartell shared with the committee that the faculty affairs committee is expecting Dr. Farrell and Dr. Christiansen to figure out how to cover the responsibilities of the ID on campus.
* Dr. Farrell reported that Dr Christiansen and he will be having a meeting with the OVPCC on March 5 and will make the case for a part-time ID.
* S. Shaffer provided a thorough document about the responsibilities of the ID, including a help grid of web sites and other places faculty can seek help.
* Dr. Farrell asked if these responsibilities can be prioritized for a part-time position.

**April 6, 2021—Second Meeting**

**Members Present**

Present: Robert Bartell, L. M. Coyle Brewster, J. Crivaro, H. Gumke H. Hartman, F. Lugemwa, S. M. May, M. Nicholas, K. and Trout

* M. Nicholas asked committee members if they had any TLTAC related issues they needed to discuss for the last meeting of the semester. H. Gumke did mention that the campus will possibly apply for a grant through Penn State’s Learning Spaces to transform classroom 205 into a unique learning environment. She invited any members of the committee to join in on those conversations as this process moves forward.
* After two years as chair, M. Nicholas will step down as chair, so the committee needs to elect a new chair. As of yet, no one has volunteered for that role.

CDE Committee Report Spring 2021

|  |
| --- |
| **Members** |
| Yevgeny Botanov (Chair) | Sonia Malloy |
| Joel Burkholder | Richard Pierce |
| Barbara Dennis | Getinet Alemayehu |
| Robert Foschia | Abdul Siddiqui |
| Stephen Foster | Sohaib Tariq (student rep) |

Fall 2020 Goals Achieved:

1. Updated the PSU-York Diversity Statement.
2. Outlined goals and role for the CDE committee going forward.
3. Added a student representative to committee.

Achievements by the end of Spring 2021:

1. Statement updated.
2. Student representative added.
3. Committee has been moved out of the Senate to the Chancellor’s office.

Goals for new committee:

1. Develop and disseminate a new community survey concerning inclusion/diversity climate on campus.
2. Collaborate with student affairs

Concerns:

1. Richard Pierce did not attend any meetings or reply to any correspondence concerning this committee.