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

**Date and Time:**  December 9, 2021 12:15-1:30 PM

**Location**: Zoom

**Attendees:** R. Bartell, J. Burkholder, W. Cantor, M. Casteel, J. Crivaro, , J. Downing, R. Foschia, S. Foster, S. Foster, G. Gawo, J. Giguere, S. Gill, F. Haag, H. Hartman, P. Hein, C. Heydl-Cortinez, A. Kara, J. Kasten, A. Landis, D. Latzko, M. Lorenz, F. Lugemwa, M. Marcus, S. Molly May, S. Molloy, J. Nesbitt, M. Nicholas, J. Owen, J. Petko, J. Price, M. Ritchey, H. Sarafian, J. Siddique, N. Sloboda, J. Smeltzer, K. Trout, A. Vardo-Zalik, E. Wenk, S. Lentz, H. Gumke, S. Simonds, A. Caldwell, D. Chistiansen, R. Farrell, A. Lehman, K. Schwienteck, R. Service Manzo, S. Tariq, and J. Pflaum

**I. Approval of minutes from the November 4, 2021, Campus Senate Meeting -** Approved

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

1. Announcements from the Chancellor, Dr. Dave Christiansen

* Board of Trustees has announced the new president, Neeli Bendapudi
* Met with Units, overall concerns about COVID, burnout, unfilled staff positions, and supporting students.
* Will address committee reports
* Strategic plan is on the website.
* Noel Sloboda questioned about the bookstore hire – hired new position for bookstore and fully expect the space to be staffed after the new year.
* Kip Trout concern raised about the bookstore manager not being able to order the materials needed for astronomy classes

1. Announcements from the DAA, Dr. Bob Farrell

* Report emailed
* Congratulated Michael Marcus awarded Emeritus status
* Faculty Scholarship event - more information to come
* In-person undergraduate research fair will be held in the Spring semester – April 12
* Overload caps need to be approved. Teaching for the World campus does count for this overload cap.
* Tomorrow is the last day of classes. Students have had to miss classes due to COVID. Please try to accommodate students. Do we have a window of 48 hours after final to submit grade? Recommend doing a deferred grade. 48 hours is a guideline, but it must be fair to the students so please try to get grades in. Please talk to Dr. Farrell if you have a question or unique situation. Make sure the students know you will give them a deferred grade ahead of time.
* Question about the open position for ADA – has someone interested.
* Question on due date for FARS. Do not have a due date yet but will be given out soon.
* Sukhdeep Gill recommended that you have the student check with financial aid to see if taking a deferred grade will impact their aid
* CAS 100 does not have a lot of offerings and none during the day. Has been a challenge with sabbatical and adjunct no longer teaching. He has reached out to other campuses to be sure we are offering.

1. Announcements from University Senators, Dr. Noel Sloboda and Dr. Jennifer Nesbitt

* Senate will be involved in establishing guidelines and practices
* Standing committees have updated to have DEI statements aligning with strategic plan.
* Revisions to AC 80 governing outside business – please look at revisions

1. Announcements from Senate Committee Chairs
2. Academic and Student Issues Committee

* Joe Kasten – FYE issue discussed, looked into organizational memory, looking into literature on best practices, expert knowledge was brought in LeighAnn Fry talked about what is working and what needs improving, FYE/Library connection
* Know where we stand and where we need to go, the rest of the semester work on this.
* Start with PSU8 and modify it to meet our needs on campus, looking at other campuses
* FYE coordinator position will be discussed
* Will have robust guidelines at the end of the semester

1. Curricular Affairs Committee

* Mary Ritchey – developed five-year schedule to review programs, revisions to the template – currently science and psychology
* Looking at General Education – looking for it to cycle
* Looking for requests for need to hire for programs

1. Faculty Affairs Committee

* Fred Haag and Joan Smeltzer – Held town hall meeting with discussion on a broad range of issues including salary inequities, going to look if they compare across campuses and disciplines
* Nittany Success Center was discussed and handled immediately
* Cancelled classes were handled immediately
* Had two faculty colloquiums
* Discussed examining faculty assessment and research support that will be brought up in the spring

4. Teaching and Learning Technology Advisory Committee

a. Kip Trout – discussed coming up with method for tracking classroom concerns, unable to do a website to report so developed a google form for room assessments, hope to move it to a website eventually

b. Link to Room Assessment Tool:<https://docs.google.com/forms/d/e/1FAIpQLSdhNQIlRf1FwnFyd2cptfwGRMuwMiHJVlKwpiSWaWzMzhDaoQ/viewform?usp=sf_link>

1. Announcements from Faculty Council Representatives, Dr. Joe Downing and Dr. Joy Giguere

* Rick Brazier – committee will look at compensation for summer courses to be sure there is uniformity across campuses
* Changes in language for promotion to full professor – after denial can self-nominate two-three years afterwards and others past seven years can self-nominate
* Putting out nominations for faculty awards

1. Announcements from Faculty *(as appropriate to business)*

* None

1. Announcement from Staff Advisory Council Chair, Joe Royer

* Jane Pflaum filling in for Joe Royer – next open SAC is Tuesday, December 14

1. Announcements from Staff *(as appropriate to business)*

* Katie Schwienteck: Enrollment Focus Groups, spring 2022 – working on initiatives for retention and enrollment, discussed students waiting to register so late for classes, want to have some class time to talk with students about this issue to look for trends to target initiatives, contact Katie if you are willing to have them come in the first few weeks of classes

1. Announcements from Student Governance, Sohaib Tariq

* None

1. Announcements from Senate Chair, Dr. Anne Vardo-Zalik

* Questions about announcements to canvas not going to email-this can be found on your canvas tab, go to settings notifications and you can get the announcements pushed to email
* Spring senate meetings are posted on Canvas – First senate meeting January 7, 2022, is on Zoom, if you want to make announcements let us know if you want to present by January 3

1. Announcements from Senate Chair-Elect, Bob Bartell

* None

**III. Unfinished Business**

**IV. New Business**

1. Voting for spring 2022 term replacement, University College Faculty Council member
   1. Javed Siddique
   2. Robert Foschia - Nominated

**V. Forensic Business**

* No discussion today so that each committee could orally report

**VI. Adjournment**

**VII. Next Meeting:** January 7, 2022, 12:15-1:30 p.m, ZOOM only

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 get materials to the secretary in time for distribution.