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

**Date and Time:**  April 28, 2022 12:15-1:30 p.m.

**Location: Romano 003 and** ZOOM (if needed, must authenticate) <https://psu.zoom.us/j/93373092961?pwd=T2duWUs0djVTN2lKVGc0eUM4bVZpdz09>

**Attendees:** R. Bartell, Y. Botanov, J. Burkholder, M. Casteel, B. Eshbach, A. Fetterman, R. Foschia, S. Foster, G. Gawo, J. Giguere, S. Gill, A. Giorgioni, F. Haag, H. Hartman, C. Heydl-Cortinez, A. Kara, J. Kasten, A. Landis, S. Molly May, S. Molloy, M. Muller, J. Nesbitt, M. Nicholas, J. Petko, M. Ritchey, H. Sarafian, J. Siddiqui, N. Sloboda, J. Smeltzer, K. Trout, A. Vardo-Zalik, E. Wenk, S. Lentz, J. Livengood, J. Royer, S. Simonds, A. Caldwell, D. Chistiansen, R. Farrell, K. Schwienteck, R. Service Manzo, and S. Ruch

**I. Approval of minutes from the March 1, 2022, Senate Meeting**

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

1. Announcements from the Chancellor, Dr. Dave Christiansen
* Appreciate the time to talk with everyone at the town hall meeting. Every campus has been affected financially but we have a good plan going forward.
* Altoona is being affected greatly. We are in better shape and are committed to working with everyone.
* In terms of enrollment, he will be talking about this in the beginning of the year to have a state of the campus discussion. Not as confident as he is now in terms of enrollment. Confident in leadership and changes that may be made. We have been given blessings in how we run open houses to focus more on Penn State York and in marketing more the unique programs we have here so students can stay all four years. Going to look at international students. Dr. Neeli Bendapudi has been hearing a lot about the campuses and the consequences of budgets. Happy with what is happening and will talk more about this in the fall semester
* Found Dave McLaughlin’s replacement who left in April 2021. Liam Boston, a new Penn State graduate, will be joining Penn State York in mid-June. An integrated marketing team will be working toward initiatives.
* Shout out to the Academic and Student Issues Committee (ASIC) in the recommendations for first-year seminar and the duties for the first-year coordinator. At first looked at these duties being under the associate director of academic affairs, but the committee gave a compelling argument that this is strategic to the campus. Will be hearing about this soon because a supplemental contract will be given to a person to work on the logistics in the summer and fall. The person will get a course release in fall 2023 and will teach the first-year seminar.
* Shout out to work of faculty leaders and especially Anne Vardo-Zalik. Thinks we made great strides in shared governance here on campus and looks forward to continued work.
1. Announcements from the DAA, Dr. Bob Farrell
* DAA report
* Marcy Nicholas promoted to assistant teaching professor
* Dr. Stephen Foster - winner of the campus advising award
* Dr. Joan Smeltzer - winner of the full-time teaching award; and Audra Weaver was the part-time teaching award recipient
* Jennifer Nesbitt - faculty scholarship award
* Andrew Caldwell- Paws up award
* Also recognize all the nominees
* Come next year to the awards ceremony to give support
* Getinet Gawo is leaving for another professional opportunity.
* Peggy Violette, director of the Nittany Success Center, is retiring – we wish her all the best.
* There are 379 seats filled in the summer classes – if fewer than five people, you will hear back about next steps
* Joy Giguere – winner of the Student Appreciation Award
1. Announcements from University Senators, Dr. Jennifer Nesbitt and Dr. Noel Sloboda
* Meeting was eventful and uneventful- shared governance was the big issue of the day. The provost was there for the discussion on communication. Voted to change the preamble that recognized authentic shared governance. There was a student protest at the meeting. There was a great student presentation about making election day a non-instruction day and we voted to eliminate a policy on exam proctoring to reduce regulations.
* Committees are doing a lot of work. Faculty affairs is working on pilot for anti-bias training. The first unit is expected to be completed Spring 2023.
* Need clarity for non-tenure track promotions on raises and contracts.
* Updates on parental leave policy recognizing multiple ways of becoming parents and inconsistencies around faculty rank.
* Move to make remote synchronous instruction an official category in the University.
* Discussed policy in how programs can be ended.
* New curriculum and proposal – chair indicated to wait on these submissions as there is an improvement coming.
* Faculty want an ambassador wellness program but discussion on how to implement it. Discussion on benefit packages and we learned that we align salary level with contribution with the health care much more assiduously than our peers.
* Discussion on faculty protest that stems from Oliver Baker.
* Questions – Dr. Smeltzer asked about discussion on creating an additional caucus for meeting away from administrators. Dr. Nesbitt stated nothing was advanced.
1. Announcements from Senate Committee Chairs
* Dr. Vardo-Zalik wanted to acknowledge that all committees did amazing and appreciate all you did. The reports were very thorough.
* Joe Kasten and Joel Burkholder -Academic and Student Issues (ASIC)
	+ Joe Kasten this is a year charged with putting together guidelines for the first-year seminar course (FYS). Realized we have a wide bearing level of experience on the committee so first did a program of self-education including LeighAnn Fry came to talk with the group.
	+ Continued to research FYS across campuses. Committee worked hard on this research process and consulted the literature on FYS.
	+ Compiled a list of topics to be covered and they are in the report.
	+ Attended to ideas about co-curricular activities as well
	+ Looked at duties of FYS coordinator and took similar research approach.
	+ Ended up with a list of responsibilities of the coordinator.
	+ How to assess the FYS course. Since it is early to do this, it would go under the FYS coordinator.
	+ The FYS plan is under review by ASIC and should be completed shortly.
	+ Thanks to co-chairs who worked well as a team and the great community members and thanks to Anne Vardo-Zalik for guidance.
	+ Next year committee will look at proposal from Dr. Christiansen and then will bring motions to the senate in the fall about the position and the responsibilities. Delaying so that we can move officially from Form A to Form B. These will be ready in the fall.
1. Announcements from Faculty Council Representatives, Dr. Joy Giguere and Dr. Robert Foschia
* Last meeting for the year, our campus is not the only one concerned about the financial status of the University. Discussed rumors and anxieties across all campuses. Rick Brasier spent the first 20 minutes listening and discussing these rumors. Dr. Christiansen’s openness is appreciated.
* Notice from Daniel Jackson looking for part-time tenure and teaching line committee members.
1. Announcements from Faculty
* Ann Fetterman wants to thank everyone for donations for Not a Box campaign. Going in the next week to do a reading in the schools.
* Barb Eshbach was a great partner.
1. Announcement from Staff Advisory Council (SAC) Chair, Joe Royer
* Looked at 25 Live and onboarding. Now looking at collaborations so will be reaching out for input and involvement from faculty soon.
* Rooms that are blocked upstairs in the John J. Romano Administration Building (Romano) will begin being put back in the calendar in August 15 and space in the Pullo Family Performing Arts Center (Pullo) should now be able to be reserved.
* Dr. Smeltzer wished congratulations to Joe Royer on joining the faculty.
1. Announcements from Staff
* None
1. Announcements from Student Governance, Sohaib Tariq
* None
1. Announcements from Senate Chair, Dr. Anne Vardo-Zalik
* Learned a lot and thank you to everyone and looking forward to the transition to the new Senate Chair, Bob Bartell
1. Announcements from Senate Chair-Elect, Bob Bartell
* Thank you to Anne Vardo-Zalik and Sonia Molloy.
* Thanks to those who worked on the ballots.

**III. Unfinished Business**

**IV. New Business**

1. **Motions:**
	1. Motion: Use of facility-related funds (**Co-sponsored by Curricular Affairs and TLTAC)**

The Curricular Affairs and TLTAC committees move that when funds are available for facility projects, funds should be made available to address deficiencies in classroom/program spaces on a prioritized basis.

Rationale:

There are repairs/upgrades to classroom/program spaces for which funding is not currently available.  However, when there is extra money available in the budget for facilities, it would be beneficial if this money could be used to address these deficiencies.

Discussion:

* Mary Ritchey read the motion and Anne Vardo-Zalik re-read. Rational provided by Mary Ritchey.
* If extra money is available, want the money to be open to TLTAC and curricular affairs to discuss possible needs.
* Fred Hagg endorses this.
* Barb Eshbach asked what currently happens to extra money?
* Deferred to Dr. Christiansen - These are carry forward dollars not spent at the end of the year by facilities. We use these dollars for the short fall of the budget. We do not look to just Holly Gumke for facility dollars, we do use them for classrooms. Now with our new system we are able to see what dollars are available and not a lot of confusion. Working with Sue Ruch to set up a five-year budget to address classroom issues, so this is being planned out though we may not have enough dollars because we have to cover a short fall. The money does not get carried forward to the facilities budget.
* Any money not used goes to carry forward to cover the deficit.
* Noel Sloboda - Being in classrooms with things falling apart, I think this is really good. The TLTAC report is not new, and it should be aligned with faculty stated needs. I would vote in the current form but want things prioritized by TLTAC report. Ann Vardo-Zalik asked if want to amend. Sloboda wants to change to
* Sloboda requested the following amendment - As identified through the TLTAC report.
* Fred Haag seconded
* Dr. Christiansen asked how we note prioritized. Will the report state what is the number one room to prioritize or a certain equipment. Fred said TLTAC can incorporate that into the report. Dr. Christiansen indicated they will they go around to each classroom with a team to discuss classroom needs and he invites TLTAC co-chars.
* Vote - Motion carries
	1. Motion**: FT1 Math Faculty Hire (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 Spring 2023.

Rationale:

This faculty member will fill a vacancy due to a math faculty member leaving at the end of the semester. The new faculty member will be responsible for teaching MATH and/or STAT courses to meet the overall math needs for the campus.  Without this FT1 position, the campus would not be able to teach the diverse math offerings needed to meet the requirements of degree offerings on campus.

Discussion:

* Mary Ritchey read the motion. Anne Vardo-Zalik invited her to discuss the rational.
* Barb Eshbach asked why the search committee was starting immediately and the position is starting in the spring. Ritchey indicated that the math courses are already taken care of for the fall.
* Vote - Motion carries
	1. Motion: **FT1 Engineering/Physics Faculty Hire   (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 for Engineering/Physics. Pending administrative approval, this search would be conducted immediately, with a successful candidate beginning Spring 2023.

Rationale:

This faculty member is recommended based on the overall needs of the engineering program (consistent needs for faculty overloads in addition to adjunct faculty) as well as the need for a faculty member who can teach Physics given the departure of a faculty member who previously taught both Math and Physics. The new faculty member will be responsible for teaching Engineering and Physics courses to meet the overall curricular needs of programs on campus.

Discussion:

* Mary Ritchey read motion and Vardo-Zalik invited her to present the rational.
* Faculty are teaching overloads and a full-time position is needed. This would be an additional position and recognize we may not have the dollars available to support this.
* Marcy Nicholas – With enrollment figures being low, with both of these higher needing a certain credit load, do we have enough courses for these two positions to teach.
* Joy Giguere asked what the range of credits are being taught by the engineering faculty currently. Currently teaching 3-4 credit overloads for each person.
* Joan Smeltzer - Getinet covered labs and there needs to be a range of lab offerings to be able to fit in the curriculum.
* Noel Sloboda – Are you using the same rational for both? Ritchey responded, he was teaching labs as well
* Called – motion carries
1. **Voting: electronic ballot via Qualtrics (hard copies available upon request)**
	1. 22-23 academic year Senate officers (chair-elect and secretary)
* Candidates for chair-elect– Amber Majeaski and Marshall Coyle
* Amber Majeaski has shared she enjoyed being the secretary and would enjoy the opportunity.
* Amber Majeske is excited about being chair elect.
* Candidates for secretary - Eugene Botanov and S. Molly May
* Eugene Botanov – I am happy to help the campus in any way I can.
* S. Molly May - Happy to help in any way I can.
* Elected – Amber Majeske for chair-elect
* Elected – Eugene Botanov for secretary
	1. University Senator + alternate
* Candidates - Javed Siddique and Joan Smeltzer
* Javed Siddique– expressed interest
* Joan Smeltzer– really wants to do it.
* Elected – Joan Smeltzer for University Senator
* Javed Siddique will serve as alternate
	1. University College Faculty Council representative + alternate
* Candidates - Mary Ritchey and Sonia Molloy
* Sonia Molloy– Excited for this position
* Mary Ritchey – Very excited for this position. Look forward to learning about the system.
* Mary Ritchey will serve as UCFC representative.
* Sonia Molloy will serve as alternate.

**V. Forensic Business**

* After graduation all invited to Crimson

**VI. Adjournment**

**VII. Next Meeting:** August 2022

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.