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

**Date and Time:**  September 17, 12:15-1:30 p.m.

**Location:** Online Zoom meeting

**Attendees:** R. Bartell, Y. Botanov, J. Burkholder, W. Cantor, M. Casteel, M. Coyle, J. Crivaro, J. Downing, 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, F. Lugemwa, M. Marcus, S. Molly May, S. Molloy, M. Muller,J. Nesbitt, M. Nicholas, J. Owen,J. Petko, J. Price, M. Ritchey, H. Sarafian, A. Seidel, 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, F. Baker, A. Caldwell, D. Christiansen, R. Farrell, H. Gumke, A. Lehman, R. Lehman, and S. Shaffer.

**I. Approval of minutes from the August 19, 2020, Senate Meeting**

**Minutes approved**

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

1. Announcements from the Chancellor, Dr. Dave Christiansen

Successful launch of the fall semester. Thanks to the faculty for ensuring student learning is continuing. Current enrollment 776 which is down from last year (813) because of decreased enrollment of international students. Testing – We are in surveillance mode where nine students two faculty/staff are tested per day. Questions can be directed to Lindsay Shields in HR. As of Sunday, the campus tested forty-four students, twenty-seven negative results and seventeen still pending. Penn State overall reports 1,179 positive tests 97 percent from University Park with the remaining at Behrend and Hershey. None at York. Good news is there is no evidence of spreading in classroom environment, and it seems classrooms are safe environments. Our next town hall is on Monday September 21. Shared current mission and vision statements vs proposed new statements. Sukhdeep Gill leads the task force that developed these statements and is looking for feedback. A link was included in email for giving feedback. The task force will talk about how it came up with these statements at the town hall. Joan Smeltzer asked about students reporting their outside testing. Scott Simonds chimes in to talk about a new student self-reporting form online. Faculty can also complete a form if a student notifies us at any point in time. <https://studentaffairs.psu.edu/covidsupport>

1. Announcements from the DAA, Dr. Bob Farrell

Reviewed information from his report. Extension on reviewing spring schedule until Monday as requested by faculty. Everyone should log in and provide preferred teaching mode for spring. The University has not said we are doing these COVID modes yet, but they want to be ready just in case. Thanks for attending to masking protocols. At other campuses, reports of non-compliance. Budget has been finalized. Units will receive $1,200 each. Information session for associate professors going for full professor will be on September 25 at noon. Rick Brazier is invited. Dossier prep session for teaching line promotion will be held soon. Promotion sessions will be recorded. Final exam schedule completed and being loaded into Lion Path. Make sure students know when it is supposed to be. There are two full weeks of class instruction after Thanksgiving - all remote synchronous. Met with faculty by unit in the second week of classes. Shared results in his report. Reminder – Faculty can insist on webcams for assessments with five days notice. Deirdre Folkers – Is there any way for students to on demand testing? Scott Simonds – Symptomatic testing can be done. Student would access through nurse advice line through university. They would receive Covid screening on phone then be sent a test (to their house) if deemed test worthy. Reporting forms released yesterday, link is on page 1 of these minutes. Emily Wenk asks if course enrollment caps will increase by going remote. Yes, but in consultation with faculty member first.

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

Deirdre –ARISA committee – Taking up max number of credits per semester problem. Many issues of students taking too many credits. Recommended a limit of 30 as a committee but will likely be reduced. Also discussed concurrent majors’ issues. Jen – main meeting – Conversation with provost and president about information dissemination for COVID. Presentation of the first part of senate response to “more rivers to cross” report about the systemic racism and what changes the University can make. Nesbitt’s committee of the senate recommends accommodating student in different time zones and mental health services. Lots of action on SRTE this year.

D. Announcements from Senate Committee Chairs

* Bob Bartell-2020-21 Faculty Colloquia will continue remotely. Seeking volunteers to present. Contact Bartell or Fred Haag about it.
1. Announcements from Faculty Council Representatives, Drs. Joe Downing and Joy Giguere First meeting next week. One topic of conversation will be faculty presence on campus after COVID.

F. Announcements from Faculty

G. Announcement from Staff Advisory Council Chair, Jane Pflaum

Jane - Workshop September 24 on exercise in the workday. The United Way campaign kickoff is October 5, October 13 workshop by affirmative action office “Wisdom of the Ages,” and an October 29 workshop on diversity and inclusion workshop on LGBTQ. Working on programming for spring. Collecting donations for local students in need. Donations online, links in the email. Suggestions for professional development submit to link. Next SAC meeting is October 20, 11:30 a.m.- 12:30 p.m. An email message with the link will be sent out in advance.

H. Announcements from Staff

Ryan Service – Saturday, October 10 is Penn State Day (fall open house). Thirty registrants currently. Set up zoom rooms to lead sessions ahead of time.

Andrew Caldwell - Advising development workshops coming up October 2 and November 6. Topics are open to suggestions

Suzanne Shaffer - Funds for anti-racism reading group should be ready by the end of the month

H. Announcements from Student Governance, Khara James

Amber Seidel - SGA is hosting a carwash October 10 to benefit Walk A Mile in Her Shoes, a YWCA event.

I. Announcements from Senate Chair, Joan Smeltzer

Joan – Charge meeting complete, so committees should be having meetings soon to discuss tasks. Chairs have been asked to take attendance to report participation

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

**III. Unfinished Business**

* **Vote on motion to revise Article V, section 4 of the Campus Senate Constitution**

**Motion: It is proposed that the following revisions be made to Article V, section 4 of the Penn State York Campus Senate Constitution:**

Proposed revisions to Constitution to allow for electronic voting

**Proposed changes are italicized in red. Deleted wording is indicated by strikethrough**.

**Section 4: Voting**

Eligibility to vote: All members as defined in Article III, Sections 1, 2, 3, and 4.

Unless otherwise stated, motions shall be carried by a simple majority of the members present in a legally constituted quorum. Voting concerning individuals will be by secret ballot, *either paper or electronic, and returned to the Secretary. Two persons designated by the Chair may assist the Secretary in tallying the vote if requested by the Chair. The Secretary will inform the Chair of the results.* ~~Two persons designated by the Chair may assist the Secretary in tallying the vote if requested by the Chair. The Secretary will inform the Chair of the results. and tallied by two persons designated by the Chair.~~ All other voting will be by voice*, including in-person and remote electronic meetings,* or show of hands, unless a majority approves voting by ballot or by roll call.

Absentee voting on a specific motion or motions shall be permitted, but such a vote shall not be allowed as part of the quorum count. Absentee votes must be delivered to the Chair, in writing, prior to the meeting.

**Rationale: Circumstances have and will continue to arise in which not all Campus Senate meetings can be held in person and must be conducted electronically. This revision will allow voting to also be conducted electronically and the work of the Campus Senate work to continue.**

**MOTION PASSES**

**IV. New Business**

**V. Forensic Business**

Topic for discussion: is it time to change the name of the Campus Senate to the Faculty Senate?

What is it called at other campuses? – variety of names – Penn State Mont Also calls it Faculty Caucus. All must be approved through univ faculty senate. Change made originally to be more inclusive of all members. Now we have Staff Advisory Council (SAC). Bob Farrell could get that information. Only change in name, no change in staff participation.

**VI. Adjournment**

**VII. Next Meeting:** October 15, 2020, 12:15-1:30 p.m.

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.

What is it called at other campuses? – variety of names – Penn State Mont Alto calls the group the faculty caucus. All must be approved through University Faculty Senate. Change made originally to be more inclusive of all members. Now we have the Staff Advisory Council (SAC). Bob Farrell – could get that information. Only change in name…no change in staff participation.

ZOOM Chat – contains some of the links discussed

12:11:02 From JESSICA A PETKO to JOAN HILL SMELTZER (Privately): I made a voting poll with yea nay and abstain for the votings

12:18:23 From ANNE MARIE VARDO-ZALIK: Can you please identify yourself for entrance to this meeting?

12:32:17 From DEIRDRE FOLKERS: I have a quick follow-up for Scott

12:34:34 From SCOTT F. SIMONDS : <https://studentaffairs.psu.edu/covid> support is the website, there are two links about halfway down the page: Student Self Reporting Form and General Contact Tracing Referral Form. Both are secure forms and will initiate a referral to contact tracing as well as student support services. Keep directing your testing questions to me, I am happy to help sort all these unique circumstances out.

12:35:25 From NOEL JASON SLOBODA: Will that be recorded?

12:35:41 From NOEL JASON SLOBODA: Some people teach/tutor during the time scheduled.

12:39:54 From SCOTT F. SIMONDS: I am happy to share that our students are cooperating with the Random Testing program at over 87 percent. This is very encouraging.

12:41:01 From DAVID CHRISTIANSEN: @NOEL -- we will record the Town Hall

12:42:53 From NOEL JASON SLOBODA: Thank you.

12:43:33 From EMILY WENK: In the situation where a course enrollment increases when the delivery mode changes from in person to remote, should there be consideration of changing the max enrollment?

12:48:22 From EMILY WENK: Thank you

12:56:29 From JENNIFER P NESBITT: And, related to what Joy is mentioning: there will be lots of action on SRTEs at University level this year.

12:58:48 From SUZANNE SHAFFERr: Funds for the antiracism reading group should be available by end of month... so stay tuned!

12:59:45 From JANE PFLAUM : <https://york.psu.edu/faculty-staff/staff-advisory-council>

12:59:51 From JESSICA A PETKO to JANE PFLAUM (Privately): can you tell me the date of the next sac meeting? I missed it. :)

13:00:37 From JANE PFLAUM to JESSICA A PETKO (Privately): October 20, 11:30 a.m.- 12:30 p.m. an email message with the link we be sent out in advance of the meeting!

13:00:41 From JESSICA A PETKO to ANDREW PEARSON CALDWELL

 (Privately): Can you repeat those dates here for me? :) thanks

13:00:59 From ROBERT BARTELL: SUZANNE SHAFFER - great... thanks for keeping us posted!

13:01:21 From JESSICA A PETKO to JANE PFLAUM (Privately): thank you!

13:02:13 From AMBER JEAN SEIDEL: SGA is hosting a car wash for Walk A Mile in Her Shoes

13:02:29 From JANE PFLAUM to JESSICA A PETKO(Privately): You are welcome!

13:02:50 From BARB ESHBACH: What is the Open House date again?

13:03:07 From ANNE MARIE VARDO-ZALIK: October 10, 2020

13:03:33 From AMBER JEAN SEIDEL: Penn State's Walk-a-Mile team is virtual. Bob Lehman will email more information out. - October 10 is also Walk a Mile in the late afternoon.

13:03:34 From EUGENE BOTANOV: hahaha

13:04:20 From BOB FARRELL: Great pictures!

13:06:24 From SUKHDEEP GILL: Can you share the poll results?

13:06:52 From SUKHDEEP GILL: Perfect - thanks!

13:07:45 From MARCY NICHOLAS: What is this body called at other campuses?

13:10:46 From JENNIFER P NESBITT: Motion to adjourn

13:10:50 From SUKHDEEP GILL: Will staff members still be able to attend

13:11:22 From FRED HAAG: How many staff members would be voting members?

13:12:38 From JENNIFER P NESBITT: \*adjourn!

13:12:46 From SUKHDEEP GILL: I second