

Subject: Agenda for Penn State York Campus Senate Meeting

Date and Time: September 18, 2018: 12:10-1:15 p.m.

Location: Romano 003 (Lecture Hall, John J. Romano Administration Building)

Attendance: Bob Bartell, Joel Burkholder, Mark Casteel, James Crivaro, Barb Eshbach, Joy Giguere, Sukhdeep Gill, Fred Haag, Amy Harmon-Krtanjek, Cecilia Heydl-Cortinez, Ali Kara, Joe Kasten, Megan Lorenz, Fulgentius Lugenwa, Asif Mahmood, Michael Marcus, Sonia Molloy, Nicole Muscanell, Marcy Nicholas, Judith Owen, Jessica Petko, Amber Seidel, Javed Siddique, Joan Smeltzer, Stuart Stelly, Kip Trout, Anne Vardo-Zalik, Emily Wenk, Holly Gumke, Sue Ruch, Ryan Service, Scott Simonds, Andrew Caldwell, Francine Baker, David Christiansen, Robert Farrell, Robert Lehman, Suzanne Shaffer, and Charissa Strode

I. Approval of minutes from the August 16, 2018, Senate Meeting

Motion to approve: Mark Casteel

Seconded: Sukhdeep Gill

Minutes approved unanimously

II. Communications from administration, faculty, and committees

A. Announcements from the Chancellor, Dr. Dave Christiansen

- The Huron Consulting Group: a year ago the board of trustees wanted to look at Penn State tuition, made a task force to understand what drives it and why it goes up; put together a budget task force to look at entire Penn State budget; they hired these consultants to go to University Park to interview administrative units including the office vice president for the Commonwealth College (OVPCC) office to explain what they do and their finances; their findings include kudos to the efficiency of the campuses, happy with how we have closed low-enrollment programs and started up new degree programs
- Penn State York's strategic plan was scheduled to end this academic year; provost has decided to allow us to extend our strategic plan through the next academic year; new one will go into effect fall 2020
- Dr. Christiansen will begin scheduling meetings with groups of eight to ten faculty members; meet in disciplinary groups so he can start to get to know our work and whatever issues we have on campus

B. Announcements from the Director of Academic Affairs, Dr. Bob Farrell

- Last week received program assessment feedback; wants program coordinators to meet with faculty to talk about what this means; Dr. Farrell will meet with each program to also discuss assessment feedback
- Andy Landis is now the Honors coordinator for the campus; Dr. Farrell intends to have this as a regularly rotating position
- University Teaching Award Nominating Committee has put forward Ali Kara and Harley Hartman
- Funding pools: Advisory Board Grant (ABG), Pullo Family Grant), Professional Development Grant (PDG), Teaching Development Grant (TDG), all submitted in March, reviewed in April, money distributed after July 1; now, PDG and TDG money will be available in the **fall and spring** (Dr. Farrell applauds teaching-line faculty for their professional development efforts.)
 - o Needs a name from the Faculty Affairs Committee (FAC) for someone who can serve on the committee to review funding proposals
- Reminders: Be careful in following procedures as they relate to Academic Affairs and courses in the schedule (there has been an uptick in traffic to the Registrar's office to have course attributes changed; we **must** go through the AA office); if you're confused about the process, see Dr. Farrell, Christina Lee, or Jamaira Unangst.

C. Announcements from University Senators

- They are at University Park (UP) today

D. Announcements from Senate Committee Chairs

- Andy Landis: Honors courses at Penn State York
 - Will send out an email about ways to offer an Honors course to students
 - o Stand-alone honors course for high-level students (need enrollment of at least five)
 - o Honors hour: offer an extra hour for students who want to get the honors credit (need at least two students; faculty gets paid extra at adjunct rate)
 - o Honors project: student fills out paperwork with you and you have them do an individual project
- Nicole Muscanell, FAC

- Monday, October 15, Ali Kara colloquium; Thursday, November 8, Andy Landis
- Wednesday, October 10, FAC town hall meeting in Room 107, M.S. Grumbacher Information Sciences and Technology Center (Grumbacher).

D. Announcements from Faculty Council Representatives, Dr. Joe Downing and Joan Smeltzer

- Joan: There's no meeting until December 3.

F. Announcements from Faculty

- Stuart Stelly on behalf of Jennifer Nesbitt: Penn State Laureate visit to Penn State York in November
- Kip Trout: White boards and erasers; if you're having issues, please email Kip
 - Holly Gumke says to cc her

G. Announcements from Staff

- Andrew Caldwell: Thursday, Sept. 27, adviser development session, Romano 113 at Noon; topic: issues related to international students and how that impacts the advising conversation (bring lunch)
- Suzanne Shaffer: Tuesday, Media 360 demonstrations noontime session for faculty, 107 Grumbacher; University has just signed on to use Kaltura as the University's package of tools to store and stream videos (connected to Canvas), embed videos, screen-capturing software, Friday, October 12, Noon-2:00 p.m. workshop

H. Announcements from Student Governance

- Student Government Association (SGA) President, Charissa Strobe: 2 percent of student population is involved in student government; housing representatives for York to be more involved; meeting with Holly and Dr. Christiansen regarding the crosswalk and doing fundraising for safety; Council for Commonwealth student governments voted in favor to hold council at Penn State York (November 2 and 3, 200 students from other SGAs will be here)

I. Announcements from Senate Chair, Dr. Javed Siddique

- Names for committee memberships are on the website

J. Announcements from Senate Chair-Elect, Dr. Andy Landis

III. Unfinished Business

IV. New Business

Motion: The current term for University College Faculty Council (UCFC) member Joan Smeltzer be extended by one year. The end of her term as councilor would now be April 2020 instead of April 2019.

Rationale: The UCFC ratified a new constitution on April 27, 2018. Article III, which outlines election requirements was changed to contain the following:

Section 1

Councilors in the University College Faculty Council shall be elected to a four-year term and can be re-elected once their term is over.

Section 2

The terms of office for University College Faculty Councilors shall be staggered to provide continuity within the University College Faculty Council. Every two years each campus will elect a Councilor to serve a four-year term so that there are always two representatives from each campus serving staggered terms to maintain continuity on the UCFC.

At the final UCFC meeting of the 2017-18 academic year, it was recommended that any councilors that were currently serving a two-year term request approval from his/her Campus Senate to extend his/her term of service by one year, in order to bring the election cycle in line with Section 2 listed above.

- Joe Downing makes a motion to approve; Mark Casteel seconds the motion
- Joan Smeltzer: This is just to bring the election cycle into alignment
- Motion passes unanimously

Motion – Accounting Fixed-Term for Academic Year 2019-20

The Curricular Affairs Committee of the Penn State York Campus Senate moves that the Campus Senate express its support for the search for a Fixed-Term Multiyear contract (FTM) faculty member in Accounting for the Penn State York campus.

- Mark Casteel: clarification that this is to replace the tenure track Accounting search (which failed)
- Motion passes unanimously

Motion – Business Tenure-Line for Academic Year 2019-20

The Curricular Affairs Committee of the Penn State York Campus Senate moves that the Campus Senate express its support for the search for a Tenure-Line faculty member in Business for the Penn State York campus.

- This position is to replace Orsay and will support the new Project and Supply Chain Management degree program
- Motion passes unanimously

Motion – Communications Tenure-Line for Academic Year 2019-20

The Curricular Affairs Committee of the Penn State York Campus Senate moves that the Campus Senate express its support for the search for a tenure-line faculty member in Communications for the Penn State York campus.

- This is to replace Jane Sutton
- Stuart Stelly: wants to know which courses this position would teach
 - o Joe Downing: Internal and External Communication; Design Classes

- Dr. Farrell: This would be a person who would support the new major in Corporate Communications; we can't staff and meet the requirements for the Communication Arts and Sciences major any longer because of changes to the program
- Motion passes unanimously

Motion – Bachelor of Arts in Corporate Communications

The Curricular Affairs Committee of the Penn State York Campus Senate moves that the Campus Senate express its support for offering a bachelor of arts in Corporate Communication at Penn State York. The new program offering would replace the current bachelor of arts in Communications, Arts and Sciences which would be phased out with the students currently in the program.

- Stuart Stelly: what kind of timeline are we looking at?
 - o Dr. Farrell: Since it's a new major, we need to generate a prospectus, send it to University Park for approval, then do the P3 (formal proposal to get the major in place); this will take the entire academic year to get through all the consultations done, keep the CAS major open through this year but then indicate on the website that we are no longer accepting students to CAS (students in process will be allowed to finish the CAS degree; those in the first or second year of CAS will be allowed to switch to Corporate Communications); phase-out will begin in fall 2019
- Fred Haag: are there any studies to indicate a need or desire for this new major?
 - o Dr. Farrell: there is evidence from UP and other campuses that corporate communication is a popular major that is doing well, students are interested in and want this major; studies were done at individual campuses several years ago; the University College (UC) will not support the recommendation for any campus to move in any direction unless there's info from the data center that a particular major would be successful
 - o Dr. Farrell: if we were just replacing Jane Sutton, we'd only get an full-time equivalent (FTE) position; with Corporate Communications, we can get a tenure-track position
- Marcy Nicholas: there are slight differences from campus to campus in how this major is offered; we need to decide what formulation we want to use for the major on our campus
 - o Joe Downing: one benefit is having the ability for students in this major to take courses outside communications toward the major (art, philosophy, information sciences and technology, etc.)
 - o Dr. Farrell: we have great opportunities to share the courses with other campuses
 - o Mark Casteel: just a reminder, we've already voted to approve the tenure-track position; this is an opportunity to give the students a major that they want
 - o Joe Downing: it's an abomination how UP handled changing the CAS major, CAS is dead, we will be working with other campuses to make the new major work
 - o Barb Eshbach: if we have a strong major that's not offered at the nearby campuses, that'll make us unique in the region
- Motion passes unanimously

Resolution – Statement concerning campus bullying among faculty and staff

Rationale: It has come to our attention that there have been multiple instances of bullying in the form of faculty and staff members receiving anonymous, disparaging letters that are clearly from other faculty and/or staff on this campus. In light of this, the members of the faculty affairs committee would like to make the following statement:

Statement: The faculty at Penn State York are committed to maintaining a collegial and supportive environment. We vigorously condemn any hostile acts, whether passive or direct, such as anonymous notes and letters, that intend to bully or intimidate members of our campus community.

- Nicole Muscanell: this came up briefly at faculty orientation; the FAC meet and wanted to explicitly make this statement
 - o Nicole feels silly that she has to stand up and make such a statement; we are professionals, and beyond that, we are educators whose primary responsibility it to be mentors and role models; the very least we can do is extend each other the courtesy of being open with each other and don't hide behind the cloak of anonymity
- Michael Marcus: those on the tenure-track are not on an equal playing ground; just like with SRTes, students have the opportunity to anonymously tell us things we don't like; if someone is really offended, he wouldn't be so upset if someone said something anonymous to him
- Sukhdeep Gill: it might be okay to express someone's opinion, but there's no ethical finesse by doing it anonymously; these letters are demoralizing
- Kip Trout: an unknown is more disturbing than knowing a particular faculty member has an issue
- Joe Downing: Human Resources needs to account for this; wants to bring David Beardsley back for a follow-up
- Deirdre Fowlkers: emailed commentary
- Amber Seidel: as a tenure-track faculty member, this would be terrifying, since that person could potentially be voted to the Promotion and Tenure (P&T) Committee; tenure-track faculty with issues should be able to safely go to the Ombudsperson, we have this system in place and should make better use of this person
- Dr. Farrell: this situation is intolerable; we don't always see eye to eye, but these letters are horrible; if you have a problem with one of your colleagues, talk it out and settle it like adults; Dr. Farrell agrees about having the human resources representative back to Senate; this will end.
- **Motion approved unanimously**

V. Forensic Business

For discussion, put forward by the Faculty Affairs Committee (presented by Asif Mahmoud):

- A panel discussion of service opportunities at the university/college level (senate, commissions, UC Council, etc.)
 - o There needs to be more information on service opportunities for those faculty who need service
 - o Mark Casteel: he knew Jennifer Nesbitt is interested in going up for full professor, so he stepped aside so she could go on University Senate; tenure-

track faculty should have the opportunity to do the University and College level service

- Dr. Farrell: faculty need to apply on their own for University commissions
- Fred Haag: can we have a page sent out to faculty that lists all the annual/semi-annual service opportunities so we know what's out there and what needs to be filled
- Dr. Farrell: if you get elected or appointed, you need to actually go to all those meetings
- Andy Landis: we have the opportunity to bring this up in our pre-March conferences with RF
- An informational session on the Scholarship Award, to encourage increased nominations/applications
 - Asif: there is concern about the process and lack of nominations; we don't necessarily know what research our colleagues are doing so that we can nominate them; perhaps more emphasis on self-nominations or the DAA makes nominations

VI. Adjournment

- Motion: Mark Casteel
- Seconded: Fulgentius Lugemwa

VII. Next Meetings: Tuesday, October 16

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.