**Faculty Senate Meeting Minutes**

**Penn State Worthington Scranton**

**September 16th, 2014**

The meeting was called to order at by Faculty Senate Chair, Russell Casey at 12:04pm. A motion to approve the April 24th, meeting minutes was made by John Dolis and Majid Chatsaz. A round of applause for Sandy Feather was requested by Russell Casey for her efforts on the Open House in Business, more than 40 students attended.

**Administrative Reports**

**Chancellor Report**

* Handouts about various visits by administration from UPark were distributed, 2 important visits are the Provost and the University Faculty senators.
* General board of trustees will meet this week and hopefully salary increases will be approved, in general the increase will be 1.2%-2% on the average with a maximum of 3%.
* Dr K.J. reported that she has spoken to Dr Haines and 3 chancellor searches will be conducted this coming year, there will be 2 positions for our campus, one for the chancellor and one for the CAO.
* A request is made to encourage the students to attend the financial aid sessions and maintain financial literacy, auditors are looking at 2 areas: the IT and financial matters, be ready to cooperate with the auditors.
* Another positive matter is in our campaign; we like to have an endowment for every program including the honors program as well as all the existing programs, we got a donor who gave $25,000 endowment to the science program, work is in progress to come up with the criteria for the endowment.
* Russell inquired about the terms DAA or CAO, Dr. K-J responded that the official title at the UC campuses is Director of Academic Affairs, but the title of Chief Academic Officer (CAO) is used at our campus because it speaks more directly to the nature of the position.

**Interim Chief Academic Officer**

* Dr. H. Durell Johnson noted the importance of Early Progress Reports and its role as a retention tool, he also reminded everyone about the UCS work shop at Friday noon and asked if there is sufficient interest he can ask Griff Lewis to hold a second one, and as follow up to Mary’s email he asks everyone to keep their calendar up to date since that is a primary tool for everyone’s availability for setting up meetings.
* Update on what was discussed in April 2014 meeting regarding the fixed term faculty’s professional development: at the first DAA meeting of the year this was brought up to Rick Brazier as a concern, in his paraphrase quote, publications are not an absolute requirement for fixed term faculty, another words there is different professional development experiences, opportunities, achievements that are listed in the scholarship/research section and each one of those is weighed equally, and publications are seen as an ideal but when you look at the promotion of a fixed term faculty to senior instructor publication is not an absolute. Dr Johnson mentioned that when he meets for the FAR meeting with fixed term faculty what constitutes as professional development will be discussed thoroughly, he reiterated again that it is not limited to publications. Dave Byman asked Durell if he means other activities suffice and if he is saying that publication is not at all necessary. Durell stated that if you look at the UC guidelines for promotion outside of the tenure track there is a list of more than 20 activities and publication is one of them, he specifically said if the question is that are fixed term faculty required to publish to progress toward promotion to senior instructor, the answer to that is no.
* There are 4 faculty searches going on this year, 3 tenure tracks, 1 in corporate communication, 1 in psychology, and 1 in IST, and nurse’s PC search which will be soon identified.
* Meetings with each discipline coordinator and PCs have been held to discuss the strategic plan initiatives for 2014-15, one of the main reasons is to discuss and focus on more collaborative interdisciplinary programs, corporate communication is an interdisciplinary program not a standalone communication degree, it is actually a business/communication with a little IST being offered with a consortium of campuses similar to eastern alliance. Dr. Johnson likes to discuss with each discipline the potential minors that we can offer, in his view in a bacheloreae institution minors are very important part of that, this is also a very good retention and recruitment tool.
* Lastly, Durell likes to set up and model the advising council more by the way the University Faculty senate is charged and restructure the membership under the same general senate policy as the undergraduate advising council (policy 32-00, 32-20). Question (by Sandy Feather?) does the membership include staff? Durell responded by saying it includes advising manager, a student member, a rep from DAA’s office (not the DAA), and at large member at the discretion of the advising manager as they see fit.

**Assistant Chief Academic Officer**

* Not present.

Mary-Beth Benedict talked about financial literacy, passed a hand out on it, mentioned that about 50% of our students are on financial aid, they benefit more if they have more awareness about their finances, she’s held workshops on credit card management, and sees the need to get more into the classroom to present her information to smaller group of students. Preparing more modular series and asked the faculty that if they cannot make it to their class instead of cancelling it they can ask Ms. Benedict to fill in and present interactive financial literacy modules. John Drake asked if how long each module is, Benedict stated that she can do it in one class or make it long or short depending on time availability. Sandy Feather asked if this can be an out of class assignment that a faculty could do as well, Mary-Beth responded yes and this is part of Penn State cashcourse.org program that the university has purchased and she is taking these modules from the website and can present them in an interactive manner. Beatriz can this be done more than once? Yes, Mary-Beth responded.

**University Officers**

**Dr. Patricia Hinchey**

* They had a presentation from the representative of faculty rights and responsibilities committee who wanted to make sure that our faculty is aware of activities of this committee and see that if someone feels that they have been treated unfairly or in a hostile manner or has some issue on campus, if they don’t make any progress towards a resolution, the first step is to bring it to the attention of the campus ombudsman, Prof. Paul Perrone, or Dr. Todd Adams who is the alternate; if you are not happy with any action taken you can go to the University Faculty Senate website and find the representative of faculty rights and responsibilities committee as the second step.
* New legislation was passed regarding students with less than 2.0 GPA; this is not about a first semester student who has less than 2.0. The legislation is that if a student has an overall GPA of less than 2.0 for 2 consecutive semesters they are done, they cannot come back next semester.

**Mr. Fred Aebli**

* Fred reports that President Barron outlined 4 points at his first faculty senate session that he is going after. What caught Fred’s attention is that he is taking a new approach for the state appropriation, he also mentioned how certain other universities leverage intellectual property/capital and he wants to look at a new flavor or new spirit as far as how to manage intellectual property and wants us to look at Stanford model closely and see if we can move in that direction.
* Among other things to note Canvas is coming back, if you are doing research take a look at scholarsphere.psu.edu, encouraging more to open access for our work in our research. Another matter is that Long Term Health care program is going to be discontinued, Fred is not sure about the details of it but he suggests that if you have been paying funds into it you might want to know how those funds are being reallocated, if they’ll be reallocated at all.

Caressa Gearhart asked if legislation about the GPA will affect the deficiency points, Pat Hinchey responded that the new legislation was proposed partly because of the complexity of deficiency points, it was too complicated to understand, the new legislation is straight forward. Caressa asked about the implementation of this legislation, Pat believes that it will go into effect starting Fall 2015.

**Standing Committee reports**

None.

**New business**

David Byman raised his concern about making Dawson 220 a sound proof room where the campus band practices, he mentioned that the noise is disruptive to the adjacent spaces and hopes that this issue will be resolved by sound proofing D220, he likes to know how this should be approached, Russell Casey suggests that Gene Grogan is a person to talk to as a first step.

Pat Hinchey raised concerns (informally as she puts it) about ambiguity of the many Gen Ed models; there is no clear view of what is happening with Gen Ed. Another thing that came up at lunch with the people who are active with health matter issues was that someone has asked the university for a financial report on the money and the revenue generated by the fees collected, was the revenue generated more than the money that was paid out, and if so where is that money, she states that no one has the power to compel the university to disclose such a report, but the question has been asked, so let’s see what happens.

Todd Adams stated that as of last April Scholarship committee has been a special committee of the Faculty Senate and he is asking if there is any change in that. Russell Casey said that there will be a meeting of the faculty council to discuss the matter and decide whether to make a motion to vote for any changes at the next Faculty Senate meeting.

Todd Adams informed everyone that the State trooper who was ambushed over the weekend, Ryan Dickson, was a former student of our campus and his wife was a graduate of our nursing program. Dr. K. J. asked if anyone is aware of any protocol that the university might have for such situations, Russell Casey said he’ll look into it.

A motion was made by John Drake to adjourn the meeting which was seconded by Majid Chatsaz.

Respectfully Submitted,

Majid R. Chatsaz

Faculty Senate Secretary