

## FACULTY SENATE MEETING

**Date:** 1/22/2004

**Time:** 12:00

**Location:** D10

**Called to order:** L. Golden at 12:08

**Minutes Approved:** D. Holen motioned to accept last meeting's minutes and N. Mayr seconded.

### I. ADMINISTRATIVE REPORTS

#### A. Mary Beth Krogh-Jespersen

She thanked faculty senate campus diversity committee. The deadline was met and the plan has been briefly reviewed and responses have been good. Implementation is over several years.

1. Budget – Last year's budget came in just in time to focus on next year. PSU standing is that we will have our funding restored plus an increase, this would involve a 4% increase in tuition. She believes this is posturing.

2. Enrollment – There are still things to do for spring enrollment. Census date is Feb. 13. We need to convert scheduled students to registered status, since only the paid bills get counted. Graduate education, part of our FTE, are courses taught at different locations and times. Many will be in before Feb 13 but are not here now since they have not started. They are not included in the numbers she will show.

Spring enrollment is 1271 students. There was a tremendous amount of withdrawals because students could not pay their bills. Tuition is a factor but is not an excuse. The good news is that we are able to get access to data that we need to do things and make changes.

Spring admits are up over last year. Graduated 60 students which is a good thing. Some of the students transferred to the main campus another good thing.

Positive things: Last year IST was down. It is now up. They have done significant work in enrollment management. HDFS continues to be up. Nursing is increasing. Business is taking a hit right now but that does not mean that the faculty and people in Business did anything less. It means a need to target the problems and data is not there to help us. We need to work on business.

Fall applications are higher than last 4 years since she has been here indicating that recruiting is up.

Offers are not as high indicating that student level is not as high. Paid accepts are even with last year. Data is data.

Looking at fall enrollment (Overhead)— flat and then increased enrollment as programs were added. Then policy decisions were made such as GPA were changed. From 2000 to 2004 tuition has increased by 34% that is and explanation not an excuse. Students want more options on campus than they currently have. They want to have more majors. Students made this very clear at a strategic planning meeting.

3. Approval for regional MED program. Means that we need to start the survey. We will probably start the program in summer 05 pending the surveys. Nice amount of time to develop and get the program together.

New grant partnership with No child left behind with the Scranton school district to teach grad math courses and sciences courses. So you can be the first in line if you are able to do that. Pretty exciting to have Master's level programs.

4. Paul Shang is finalizing prep with YMCA for students to use the facilities. SGA will use some of the student activity fee to fund activities for our students.

5. The DCEs have done CE regional proposal where they take all of the staff and CE from 3 local campuses and make them look at territories by a broader perspective. There are some definite pluses and minuses to that. There will be a meeting with the DCEs to discuss that and see where there are pluses. She will bring back some information.

6. Update on DAA search. Coming into the home stretch. There have been 10 phone interviews. Of the 10, 5 people will be brought on campus. So far 3 out of 5 have been notified. The campus will have interview fatigue. Think about questions and turn out is critical. Turn out to meetings from various constituencies, questions geared to what you want to see in a DAA.

Discussion:

Rivera Barns – Where are they coming from?

M. Krogh-Jespersen responded that they are coming from PA and Wisconsin.

R Fitzsimmons asked what the process is when they come.

M. Krogh-Jespersen said the candidates are on this campus one day and meeting with constituencies and then they go to University Park and meet with division heads and other individuals they will be working with. Potentially the

provost and student affairs. Then we get feedback and the S. Gleason and M. Krogh-Jespersen get together and make the decision.

G. Smith asked how will faculty get to interact with the candidates if they are not on the committee.

M. Krogh-Jespersen replied that the schedule is being prepared with M. Soulsby and they will discuss their strategy. It would make sense to have a format of Q and A's. First question should be more significant not necessarily what to do about the parking problem. Remember they are interviewing you or us as well as you are interviewing them. Our behavior and treatment send a message.

### **B. B. Sherbine**

1. Faculty searches are progressing in English, Biology and Chemistry. All English candidates are scheduled to come to the campus in Feb.

Not quite as far in Biology and in Chemistry we are just getting started. The interviews will be coming up shortly.

He mentioned a biology candidate who is teaching at a community college in Texas. He teaches 28 hours in a format including 3 hr lectures. Please do not think that is the direction we are going. He has said his institution has hired a person full-time to read emails of the employees and are particularly interested in those employees who are job hunting.

2. He asked faculty to volunteer to send office hours and syllabi as attachments which will be kept on line electronically. Please send to J. Avery. This will become the standard system for next year in the fall. This will improve communication.

## **I. COMMONWEALTH COLLEGE FACULTY SENATE**

N. Mayr stated that they have 1 issue they will discuss next week and he would like faculty to send him their comments. There are 25 CC faculty serving on the University senate, 1 senator for 25 faculty. To be discussed is how the senators will be distributed to each campus, 2 senators each or apportioned by size of campus with smaller campuses having one senator. He would also like suggestions for what to do with the 25th senator. The simplest way would be to give it to the largest campus. Please send him comments by Monday and he will present them at the senate meeting.

R. Dempsey stated that people are needed to serve on P&T committee for 2004 - 2005. This must be a senior professor. Please let him know if you have suggestions and let him develop the list of candidates. He would like this for the election by the middle of Feb.

L. Golden reported that N. Mayr's term will expire soon and he is willing to serve another term. No formal vote is needed. He asked for additional nominations but there were no nominations.

## **II. UNIVERSITY PARK FACULTY SENATE**

D. Holen's term will conclude at the end of June and we need to elect someone to replace him. D. Holen is willing to serve another term. A second candidate is needed to hold an election. Volunteers were requested to fill the ballot. T. Adams volunteered to be on the ballot but D. Holen is willing to be elected.

D. Holen asked if there was someone who wants to serve.

## **III. STANDING COMMITTEES:**

No reports.

## **IV. OLD BUSINESS:**

L. Golden would like a discussion on the role of committees on campus. He would like to look at whether or not the committees should be altered, expanded or deleted as well as examine the charges of the committees.

He appointed an ad hoc committee on committees: T. Adams, chair, D. Holen, P. Sweeney and M. Tossi.

The charges are:

1. to look at consolidating committees
2. to determine if new committees are needed
3. to determine if the charges in the constitution are appropriate?
4. Various other committees have faculty members. Need an indication of all the other campus committees. He is concerned about faculty overload. He asks the committee to look at administrative committees.
5. to look at student membership on committees. In the constitution, only student affairs committee has student membership.

Administrative committees have been proliferating and we are being asked to form a TLTA committee. He asked M. Mulvey what TLTA stands for.

M. Mulvey responded that TLTA implies Teaching, learning and technology. It is unclear what the A is.

L. Golden reported that the faculty senate has been asked to appoint a faculty member to that committee. This committee is very similar to what our instructional resources committee. F. Abli, chair of instructional resources, has been asked to

represent the faculty. M. Mulvey is the chair of the committee. He was not want to duplicate a lot of functions between the committees.

L. Golden reported that A. Merservy has requested faculty members to serve on action committees. She has 4 and 2 are presently active. She has asked for volunteers for serving on retention and summer programs committees. Members will be doing some work. She asked faculty to think about it.

L. Golden reported that he has been talking to M. Krogh-Jespersen regarding administrative members on the campus senate. The constitution says the CEO can appoint administrative personnel numbering up to 10% of the number of faculty to the senate. Seven members can be appointed to our campus. Members are: B. Sherbine, P. Shang, K. Vangarelli, K. Bogdan, M. Mulvey, G. Grogan and A. Meservy.

The question came up what their roles are? That constitution states that director of student affairs is ex officio on student affairs. The question is if they have voting rights. He has consulted Roberts Rules and has learned that ex officio members have all the rights but no responsibilities. Administrators and students have full voting rights.

#### **V. NEW BUSINESS**

R. Yevitz was thanked again for the refreshments.

#### **Motion to Adjourn:**

J. Baildon motioned to adjourn and the motion was seconded by K. Hines.

**Time Adjourned:** 12:40