

## FACULTY SENATE MEETING

January 24, 2002

### The Minutes

Norbert Mayr moved to accept the minutes from the November 27, 2001 meeting; Andre Prevos seconded and the motion passed.

- I. Mary-Beth Krogh-Jespersen
  - A. She spoke about the Strategic Planning Committee; first meeting is tomorrow, January 25<sup>th</sup>, at 8:30 a.m. Norbert Mayr and Lisa Corrigan are Co-Chairs of the committee. Dr. Krogh-Jespersen suggested that we take an active part in this endeavor, even if we have not been asked to become part of the committee. She said everyone at some point will be tasked to take an active part in the planning. This committee will automatically become a Faculty Senate Standing Committee. It was suggested that we all begin our familiarization by taking a look at the Commonwealth College Strategic Plan.
  - B. There are three active searches in progress. Again, she stressed the need for A Director of Enrollment Management. The College has already drawn a Good size pool from which to choose. The College advertised in the Hispanic Review, Chronicle of Higher Education, and consulted the NAACP for candidates.
  - C. Penn State has agreed to approve the construction of a “new” building. This is the one that she has spoken of at past meetings, the one which will be encumbered by a donor

She explained that there are really three buildings in effect: 1) the one approved by Penn State several years ago (the one for which funds were “saved” from tuition); 2) the building discussed and planned for in the five-year Capital fund plan (date of construction is now moved to 2007); and 3) the “new” building which will be funded by a “donor.”
  - D. She asked for suggestions/volunteers for the Diversity Committee.
  - E. She asked for suggestions for the Graduation speaker.
- II. University Senators

Dale Holen (our new Chair of the Faculty Senate Committee) asked for clarification on the new fourteen week semester, regarding the starting date for the Fall Semester. Once the Graduation date has been set, the fourteen week count will determine the start of the semester. There was also some discussion of combining certain semester breaks with holidays/or holidays with holidays, but nothing is set in stone yet.
- III. Commonwealth College

A new CWC Senator must be chosen. Rich Dempsey encouraged Someone else to assume this role. He said only as a determinedly “last Resort” would he do it again this year

## STANDING COMMITTEES

Student Affairs: Worthington Scranton Campus Health Services were evaluated by another location and received very good report.

Social Affairs: Norbert Mayr was concerned about the lack of attendance at recent farewell receptions for retirees. Dr. Krogh-Jespersen reported as of today, there are 137 reservations for Rosalie’s party. An encouraging sign.

Diversity Committee: Andre Prevos said the meeting is set for February 7<sup>th</sup>.

## NEW BUSINESS

1. Pat Rose: Informed us Rachel Miller and Linda Higginson will be here next week as part of the environmental assessment team.
2. Norbert Mayr distributed a handout showing the final wording of the amendment to the Senate Constitution; he also included an outlined description of the new PEER REVIEW COMMITTEE. Gayle Smith questioned if there was enough work for the Committee to carry out and Norbert stressed this committee will NOT be looking at the dossiers, it will only be a TEACHING Peer Review Committee. Dr. Mayr asked that everyone review the handout and send him their comments.  
James Klein questioned the validity of peer review letters. Several others commented and a discussion took place about the composition and verbiage of those written in the past. Norbert re-affirmed that NO composite letters would be allowed, only individual ones. Discussion was tabled, to be continued at a committee meeting in the future.
3. Dr. Mayr informed us Delaware Campus has a faculty retreat each year and finds it an excellent idea. He asked for our opinions. David Barnes agreed, as did several others vocally. It was suggested that the Faculty Affairs committee inquire of the Delaware Campus just what was involved and its cost.
4. Dr. Mayr asked if anyone was having problems with the supply of textbooks for their classes. A majority of faculty agreed that they have had problems in the past and that it seems to be happening quite often anymore. The answer is that there were quite a few late enrollments and Admissions is given a cut-off date by the bookstore for orders. Thus, the demand is not being supplied. Chris Carney suggested that the “cap” for each class be ordered and then

return those not purchased. We were informed the publishers will not allow us to return those unused books. NO solution was forthcoming.

5. Dr. Mosley announced there will be three more faculty presentations in the Spring semester to continue our program of collegiality.
6. Attendance: Dale Holen asked Dr. Krogh-Jespersen how long attendance records must be kept. She mentioned the 7-year period required by the IRS and maintains that these records are just as important. Michele Davis offered that where Federal funds are concerned, records should be kept as long as possible. It is necessary to establish the fact that all persons receiving Federal funds for school MUST be attending classes (referral was made to the ex-Thompson employees, who will not get their unemployment checks if they are not attending classes). It is also important that a faculty member be alert to the date that a student departed from his/her class.
7. Dr. Holen announced that the week of March 18<sup>th</sup> will be Adult Student Week And Terri Caputo has special affairs planned for that time period. To be announced.
8. Dr. Holen announced that Bagisa Mukherjee and Gayle Smith won the appointments for available slots on the WS P & T committee.

James Fehlner moved to adjourn at 12:55 p.m.; Brenda Seery seconded. Motion passed.