

**Faculty Senate Minutes
September 9, 2005**

(Please note: these minutes were not transcribed and are not in a verbatim format)

Durell Johnson

Meeting Called to Order at 12:03pm

Thanked everyone for sending agenda items as the meetings are only 1 hour and this keeps the meeting focused.

(Called for acceptance of April Faculty Senate minutes)

Brenda Seery

Motion to accept

Beatriz Rivera- Barnes

Second

(Unanimously accepted- no revisions)

Mary Beth Krogh-Jespersen

Announcements:

- The State of the University Address will hold interest for faculty as health benefits will be mentioned.
- Additionally, we are the only former CWC campus to make the links to Celebrating the Civic Experience and these other events. Starts on Sunday and there are a number of events
 - Sunday, September 11 will be an Open House on campus. A moment of silence in remembrance of 9-11 will be held. The Campus Chorale will be singing the National Anthem.
 - Monday – Interdependence day
- .Enrollment: As of this date we are not at the point where we have final numbers.
 - Overview: we are down 37 at WS from last year at this time
 - Critical Issue: Everyone has contributed tremendously, but overall the outcome is still down. The major point is to keep focused. We need to determine what is causing the decline.
 - Enrollment should hit 229 and 240 is the goal
 - Critical area is undergraduate non-degree status
 - CE will be focusing on area businesses to determine their needs and will be promoting our programs
 - Competition from area schools such as Luzerne Community college, which is at \$70.00 per credit
 - Fall enrollment has generally been flat, but we anticipate it going up.

- We ended the past fiscal year in the black; we project ending the fiscal year, for Worthington Scranton in the black.

Beatriz Rivera- Barnes

Seems as if the non-degree program is causing the loss of students.

Mary Beth Krogh-Jespersen

Although it appears that way we also have the other issues such as: full –time students taking fewer courses. We must go further down into the data.

Fred Aebli

Discussion concerning on-line courses and whether student who enroll in an on-line course are “lost “to the WS count.

Mary Beth Krogh-Jespersen

There is a proposal whereby a student who is utilizing campus faculty for a World Campus course the campus does receive some income. However, the status of the agreement is not known.

Mike Mahalik (Please refer to the Academic Affairs Report)

Highlights:

- Start thinking of courses you want to teach for the Spring and Summer sessions
- We are putting together and online format for class submissions. Target date for schedule: Spring by the end of October; Summer by Thanksgiving
- A reminder to make contact with all advisees- Elion can be used to easily contact all of your students
- It is important to start and end your classes on time otherwise this leads to a back-up.

John Baildon

It would be helpful, for advising purposes, if there was a projected list of courses.

Mike Mahalik

This is where we want to go; it would be great to plan a year in advance.

Gail Keating

How was last year’s summer enrollment?

Mary Beth Krogh-Jespersen

Down 100- same place non-degree

Mike Mahalik

We would like to convene a faculty group to discuss/ target what student need to take in the summer.

Durell Johnson

Referred to Continuing Education report
There were no questions for Kim Vangarelli

Committee reports:

Durell Johnson

Executive Committee: P&T Forensic report- Most of you have seen it and more information will be coming out soon. The second issue is the Curricular Integrity Forensic Report – sent out on the University Faculty Senate Update that Mike sent out a few days ago, any comments or concerns sent them to Durell, Dick, Dave or Norbert.

Durell Johnson

There was a Penn State Campus Senate Officers Caucus held on August 16th. Durell was unable attend. The idea behind this meeting was to give the University Faculty Senate a chance to hear the concerns of the campus officers. Not sure how the meeting went, but it appears it did not turn out how it was intended.

October 4 visit for the representatives of the Faculty Senate. They will on campus meeting with various groups that day. Everyone should try to attend this meeting.

Faculty Senate Constitution- The meeting on September 23, 2005 is to vote on changes that have already been made

John Dolis

Who determines faculty committee membership? Some committees have not changed membership for an extended period of time.

Durell Johnson

Faculty have expressed concerns regarding who does what on committee's and those faculty members who never show up. This can be discussed at the meeting.

Kim Vangarelli

Is there a limit to members?

Durell Johnson

The limit on any faculty committee for faculty is currently at 8; however there is no limit to non –voting members.

Norbert Mayr

We usually circulate a form and ask faculty to self select. This is the Vice – chair responsibility.

Durell Johnson

For the most part committees have had open spaces so it has not been a problem. The Worthington Scranton Faculty Senate Constitution mentions Promotion & Tenure review are appointed from the Senate in the spring and Student affairs Committee are the only two mentioned.

Norbert Mayr

The wording from the CWC Constitution states that in the beginning of the year the Vice- Chair sends out a notice on what committee you want to be on. We may want to adopt this method for our meetings.

Kim Vangarelli

We have spaces on CE if any one wants to join that committee.

Durell Johnson

It is possible to change the limits but we need to vote on these changes.

Bill Bryan

Reach out to students who are sitting in your class- this is critical. We need to give them a reason to stay at Worthington Scranton.

Durell Johnson

Elion rosters for academic advising are not up date. You can fine tune who you send your emails out too.

Marissa Curtin

Everyone is welcome to come to the DUS office for a tutorial on Elion.

Rich Dempsey

Important to take a look at the Curricular Integrity reports- Opportunities and challenges.

Durell Johnson

There was not CWC faculty member on the Curricular Integrity committee- which indicates there was not a strong representation.

Janet Melnick- Diversity

The Diversity Committee will have its first meeting on September 12, 2005. We will begin the planning process for programs for the academic year. All faculty and staff are welcome to submit ideas to the committee for programs. The committee would like to get as many people out to our events. We have a very strong working group, and a number of additional faculty have asked to participate on the committee. However, at this point in time we are at the maximum of 8 faculty. Any faculty member, of the committee, who does not think they are able to fully participate, is asked to relinquish their spot on the committee.

Durell Johnson
New Business?

None
Meeting Adjourned

Respectfully submitted:
Janet Ann Melnick, Ph.D., LSW., MSW
Faculty Senate Worthington Scranton Secretary