

**Faculty Senate
Clarion University
April 26, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, April 26 at 3:30 p.m. in B-8 Hart Chapel. L. Occhipinti chaired the meeting, with the following senators present: Y. Ayad, J. Beal, V. Bennett, K. Colvin-Woodruff, E. Donato, M. Franchino, W. Hallock, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, C. McAleer, T. Pfannestiel, S. Prezzano, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, E. ter Horst, S. Traynor, and S. Trejos. President J. Grunenwald was also present, as were P. Baschnagel, representing Student Senate, S. Puleio, representing Computing Services, and W. Buchanan.

I. Call to Order

L. Occhipinti called the meeting to order at 3:30 p.m.

II. Approval of the minutes

C. McAleer moved and E. Donato seconded to approve the minutes from April 12, 2010.

III. President's Report – J. Grunenwald

- Presidential candidates will continue visiting Clarion this week.
- Senators are invited to attend the Reinhard Awards Ceremony and the Hall of Fame Sports Banquet.
- R. Leary thanked S. Puleio for the hard work that Computing Services put in last week working to fix difficulties with McAfee Anti-Virus software.

IV. Student Senate – P. Baschnagel

Twenty new student senators have been elected. Elections will now be held for the executive board.

V. Committee Reports

A. CCPS – B. Sweet

CCPS has read-ins.

B. Student Affairs – S. Sentner

The subcommittee has reviewed nominations for outstanding RSOs. Three RSOs will receive awards at the Reinhard Awards Ceremony on Wednesday night. The subcommittee will also honor an outstanding RSO advisor.

C. CCR – J. Beal

Senate elections were held last week. One hundred ballots were cast. J. Beal thanked those who counted ballots.

D. Academic Standards – T. Pfannestiel

Deadlines have been set for summer academic appeals. The first round of appeal letters must be received by July 19. The second round must be received by August 16. J. Beal inquired if students who are suspended can enroll in summer school. T. Pfannestiel indicated that they can, but that they must take courses at Clarion, rather than transferring credits in from other schools.

E. Budget – M. Franchino

- M. Franchino had previously distributed a handout from P. Bylaska titled “Clarion University of Pennsylvania FY11 General Operating Budget.” This budget was prepared assuming a 5% state appropriation decrease, a 0% performance funding increase, a 4% tuition increase, and a 2% enrollment increase. J. Grunenwald reminded senators that current budget projections depend on assumptions that may or may not turn out to be valid.
- P. Kolencik asked J. Grunenwald if money would be available to departments working on accreditation. J. Grunenwald said yes. Departments should work with the provost and deans on this question.

F. Faculty Affairs – E. Donato

The retirement reception will take place on Wednesday, April 28 at 4 p.m. in Moore Hall. Bob Girvan, Fred Keen, and Fred Park will be attending. Other retirees will be honored as well, but are unable to attend.

G. Institutional Resources – Y. Ayad

- The Facilities Planning subcommittee met last Thursday. Becht Hall is in the design phase. The bidding process should begin in January 2011, with construction to begin in late spring or early summer. The Tippin feasibility study has produced numbers that are not within the targeted budget. Work will continue to find a solution.
- The library subcommittee met last Wednesday. The General Education Council is planning to propose that a flag be added to courses that promote information literacy.

H. Venango – D. Lott

Paperwork is being processed to allow an offer to be made in the job search for the director of the School of Nursing and Allied Health at Venango.

VI. Old Business

A. Academic Calendar

Senators raised concerns about the academic calendar for 2011-2012. Senators dislike having classes on the Monday of finals week. They are also concerned that the amount of time allotted for grading of final exams and projects is less this year than in past years. They noted that students must move out of the residence halls on Friday, a day on which final exams are held. Student Senate President P. Baschnagel said that students with Friday final exams could request that they be allowed to stay in the halls until Saturday. J. Grunenwald observed that a number of university presidents also dislike having classes

on the Monday of finals week. S. Puleio suggested that the earlier deadline for grades was necessary to allow the registrar to send out grades and academic warnings in a timely manner. R. Leary suggested that the registrar's office should not be making academic decisions.

S. Sentner noted that the Student Affairs committee voted to reject the calendar. Senators recognized that a vote to accept or reject the calendar would have no immediate practical effect, as the calendar is set at the state level. However, they suggested that a vote to reject the calendar might at least draw attention to faculty concerns. Senate voted to reject the proposed calendar.

VII. New Business

A. General Education Update

S. Trejos, chair of the General Education Council, said that the Council favored the creation of an information literacy flag. She believes that many courses are already promoting information literacy, and this flag would be a way to identify them. The General Education Council has been working on four learning outcomes this semester: writing, information literacy, technology, and working independently and with others. Next year, the General Education Council will address four more learning outcomes, at which point all sixteen identified outcomes will have been considered. At this point, results will be submitted to Middle States. When assessment has been completed, the General Education Council will create a plan of action. An ongoing cycle of assessment will be implemented. S. Trejos suggested that Faculty Senate would benefit from regular reports from the General Education Council. B. Sweet suggested that the council is a subcommittee of CCPS and would therefore report through CCPS. V. Bennett suggested that the council and CCPS could communicate more effectively. B. Sweet added that it might sometimes be helpful for the chair of the General Education Council to address Senate.

B. Read-ins

The read-ins were read in.

VIII. Adjournment

W. Hallock moved and M. Robinson seconded the move to adjourn. Faculty Senate adjourned at 4:27 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
April 26, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, April 26 at 4:30 p.m. in B-8 Hart Chapel. L. Occhipinti chaired the meeting, with the following senators present: Y. Ayad, G. Barboza, J. Beal, V. Bennett, W. Buchanan, E. Donato, M. Franchino, W. Hallock, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, T. Pfannestiel, S. Prezzano, R. Raehsler, B. Register, M. Robinson, S. Sentner, B. Sweet, and S. Trejos. President J. Grunenwald was also present.

III. Call to Order

L. Occhipinti called the meeting to order at 4:30 p.m.

IV. New Business

A. Election for Chair for 2010-2011

T. Pfannestiel nominated J. Beal. J. Beal declined. R. Leary nominated T. Pfannestiel. J. Beal seconded the nomination. S. Trejos nominated S. Heeter. S. Heeter declined. S. Heeter moved to close the nominations. T. Pfannestiel was elected chair.

B. Election for Vice-Chair, 2010-2011

L. Occhipinti nominated M. Franchino. B. Sweet seconded the nomination. S. Heeter moved to close the nominations. M. Franchino was elected vice-chair.

C. Election for Secretary, 2010-2011

M. Franchino nominated M. Robinson. S. Prezzano seconded the nomination. L. Occhipinti moved to close the nominations. M. Robinson was elected secretary.

D. Election for CCR members (two positions), 2010-2011

R. Leary nominated J. Beal. M. Franchino seconded the nomination. V. Bennett nominated R. Leary. P. Kolencik seconded the nomination. P. Kolencik moved to close the nominations. J. Beal and R. Leary were elected to CCR.

III. Adjournment

L. Occhipinti moved and M. Robinson seconded the move to adjourn. Faculty Senate adjourned at 4:37 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
September 13, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, September 13th, at 3:30 p.m. in B-8 Hart Chapel. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, J. Beal, V. Bennett, W. Buchanan, E. Donato, M. Franchino, W. Hallock, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, S. Prezzano, M. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present, as was B. Sturtz representing Student Senate.

I. Call to Order.

T. Pfannestiel called the meeting to order at 3:30 p.m.

II. Approval of the minutes.

B. Sweet moved and S. Sentner seconded to approve two sets of minutes from April 26, 2010. Both sets of minutes were approved.

III. Announcements.

T. Pfannestiel distributed copies of the 2010-2011 Faculty Senate roster and schedule, and thanked H. Savage for her willingness to serve as an interim senator in place of G. Barboza who has a class conflict in the fall semester.

Rachelle Prioleau, Dean of the College of Arts & Sciences, will host a “Conversations with the Dean” gathering on September 21st at 2:45 p.m. in Carlson Library Level A. Members of the college’s strategic planning team will be present to answer questions.

Faculty are encouraged to volunteer for service on the Middle States Task Forces. For more information, they should contact Colleen McAleer.

President Whitney continues to seek feedback as part of her “Hitting the Ground Listening” agenda. Faculty may respond online via a link at the Clarion University website. Faculty are also encouraged to attend either one of the two upcoming presidential forums: Wednesday, September 15th, at 3:30 p.m. in Hart Chapel auditorium; Monday, September 20th, at 12:30 p.m. in the Rhoades Center on the Venango campus.

Senators provided additional announcements regarding upcoming events: the annual GIS conference on October 14-15th; the impending visit of the ALA accreditation team, with

an open forum scheduled for September 26th; and two different film series in conjunction with music history and French culture.

IV. Student Senate report – B. Sturtz.

Student Senate had an orientation weekend for 13 new and 7 returning senators on September 11th. The remaining two open seats on senate will be filled via freshman elections to be held September 22-24th (applications available outside the Student Senate office in Gemmell). Senate meetings will continue to be held every Monday in Gemmell, with the closed sessions starting at 7:00 p.m. to be followed by meetings open to the public at 7:30 p.m. Tentative dates are set for the Social Equity dinner, November 10th; and the Reinhard Awards, April 24th.

Discussion ensued regarding information from the preceding week's RSO advisor/president roundtables, at which Chartwell's catering informed student groups that bake sales would no longer be permitted for fundraising purposes. B. Sturtz and T. Pfannestiel will follow-up on this matter.

Additional discussion on the role that online students may play in Student Senate ensued. B. Sturtz indicated that physical attendance requirements may preclude online students from serving on senate; however, they may certainly offer their insights and ideas through their elected student senators.

V. President's report – K. Whitney.

The president began with an early report on enrollment figures for the Fall 2010 term, which was down 0.3% from the previous fall. Given that the university was projecting a 2.0% increase, the decline represents an approximately \$600,000 shortfall in projected tuition revenue. She has asked the provost and dean of enrollment management for a thorough review of the matter, to be reported at the next Deans' Council meeting.

The president further informed senators that PaSSHE has requested planning to begin for the next fiscal year, with potential scenarios to include possible 5-10-15% reductions in state appropriations. She wishes to learn more about best practices for budget development that have worked in the past, as well as solicit faculty input into the process. After further discussions with vice-presidents and deans as well, the president will outline the budget process. She informed senators that at present there is no plan for retrenchment on the table.

Discussion ensued re: the budget, specifically what components the university may directly impact in order to improve the situation. The president stressed that philanthropy must become an essential part of the equation. Once all of the data has been collected, difficult decisions must be made re: what the university is doing well, in addition to where cuts must be made. "Nibbling at the edges," she said, is no longer a reasonable solution.

With regard to questions from H. Savage concerning strategic planning, the president mentioned that as many as 18 plans must be reviewed and/or updated as part of the university's overall strategic plan. The cycle will include planning, doing, assessing, and changing. As the university undertakes such a process, we can learn more about which processes are outdated and should be changed or eliminated. Funds saved through the planning and restructuring may then be re-invested in programs that are viable and growing.

With regard to questions from R. Leary and others regarding recent decisions rendered by management without input from the faculty and students whom such decisions impact (printers, motor pool, mass e-mail distribution), the president stressed that there must be a greater understanding on the part of management about faculty culture, and how such decisions directly impact faculty and students. She encouraged Faculty Senate to approach the managers who made those decisions in order to better understand the process, as well as to assess the outcome of the decisions and hold management accountable.

VI. Committee reports.

A. Institutional Resources – Y. Ayad.

Facilities Planning will meet on September 23rd at 3:00 p.m. in the Carrier Hall boardroom.

B. CCPS – B. Sweet.

Deadlines for CCPS proposals are: September 17th for all special topics and experimental course proposals as well as all other read-ins; September 30th for fully circulating proposals. Objections must be filed by October 20th.

CCPS is meeting on September 17th to review read-in proposals as well as three General Education recommendations.

Discussion ensued regard the small number of proposals received thus far, possibly attributable to the new implementation guidelines that permit proposals received in the spring to take affect in the fall.

T. Pfannestiel mentioned a potential agenda item for future CCPS discussions concerning how departments differentiate between introductory and “advanced” coursework, as required by the State System.

C. CCR – M. Franchino.

The committee is reviewing self-nominations for committee assignments; recommendations will be forthcoming at the next senate meeting.

D. Academic Standards – S. Sentner.

S. Sentner reported on the summer academic suspensions reviews. Of 77 total student appeals, 52 were readmitted by the committee; 25 suspensions were upheld. Nine of those 25 were subsequently readmitted through appeal to the Office of Academic Affairs. Discussion ensued regarding the readmissions by Academic Affairs. S. Sentner and T. Pfannestiel will follow-up with the provost to further address this problem.

E. Budget – S. Heeter.

Once the committee roster has been set, they will schedule a meeting with P. Bylaska.

F. Faculty Affairs – L. Occhipinti.

New faculty will have their next orientation dinner on September 28th, with another meeting to follow in November.

The Faculty Author Seminar Series will continue this year, with the first speaker to be Gustavo Barboza on Thursday, September 30th, at 3:30 p.m. in Carlson Level A.

G. Student Affairs – P. Kolencik.

The committee will meet once the roster has been set. They will seek a faculty member to appoint to the Clarion Student Association Board of Directors.

T. Pfannestiel informed B. Sturtz that Faculty Senate also seeks two student senators to serve on the Student Affairs Committee.

H. Venango – D. Lott.

Reminded senators that President Whitney will be visiting Venango campus for an open forum on Monday, September 30th (see details above).

VII. Old Business.

T. Pfannestiel thanked senators for working over the summer to confirm recommendations for faculty to serve on the search committee for the new Associate Provost. Faculty Senate recommendations to the committee included: Dr. Carey Childers - A&S – Mathematics; Dr. Barbara Garland - BUS – Marketing; Dr. Greg Goodman - ED & HS – Education; Dr. Rich Lane - A&S – English; Dr. Linda Lillard - ED & HS - Library Science; Dr. Joanne Washington - A&S – Communications. All recommendations were approved by management.

VIII. New Business.

A. CCR – M. Franchino.

CCR moved for the appointment of Rod Raehsler from the Department of Economics to serve a three year term on the university Honors Council. Coming from committee, there was no need for a second. The motion carried.

IX. Adjournment.

B. Sweet moved and P. Kolencik seconded a motion for adjournment. Faculty Senate adjourned at 4:49 p.m.

**Faculty Senate
Clarion University
September 27, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, September 27 at 3:30 p.m. in B-8 Hart Chapel. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, J. Beal, V. Bennett, B. Buchanan, E. Donato, M. Franchino, M. Harhai, S. Heeter, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, R. Raehsler, M. J. Reef, T. Pfannestiel, S. Prezzano, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. B. Sturtz was also present, representing Student Senate.

V. Call to Order

T. Pfannestiel called the meeting to order at 3:35 p.m.

VI. Approval of the minutes

M. Robinson moved and E. Donato seconded to approve the minutes from September 13.

III. President's Report – K. Whitney – no report

IV. Student Senate – B. Sturtz

- Student Senate has recognized a new RSO, the College Conservatives.
- Freshman elections will be held from October 6-October 8.
- Student Senate is discussing the new policy on bake sales, which requires permission from Chartwells to allow RSOs to sell food to non-club members.

V. Committee Reports

A. Institutional Resources – Y. Ayad

- The library subcommittee will meet on September 29. The technology subcommittee will meet on September 30.
- The facilities planning subcommittee met last week. It discussed several issues. P. Bylaska indicated that in case of emergency, one should call 911 before calling Public Safety. Ninety percent of the design phase for the remodeling of Becht Hall has been completed. Parking lot 10 now has spaces available for fuel efficient vehicles, and special permits will be issued for these vehicles. The repairs on the boiler plant are well underway.

B. CCPS – B. Sweet

- The Master of Education – Science Concentration is now in moratorium.
- The General Education Council is considering proposing an information literacy flag. Discussion ensued. S. Trejos observed that many courses would already qualify for such a flag. The flag would also help to assure Middle States that information literacy is taught at Clarion. R. Leary noted that when the flag system was implemented in the 1990s, it was intended to lead to a re-envisioning of general education. He suggested that it was not clear that such a re-envisioning

had taken place. Adding a new flag, he suggested, might just force students to take non-major courses to demonstrate skills that they already have. Senators asked questions about the process last time. R. Raehsler said that the process was fairly rapid. Flags were identified at the college level, after which a campus-wide forum was held.

C. CCR – M. Franchino

Four new members are needed for the University Technology Advisory committee (UTAC), one from each of the three colleges and one from the School of Nursing and Allied Health. M. Franchino has put out a call for nominations.

D. Academic Standards – S. Sentner

S. Sentner and T. Pfannestiel will be meeting with Brenda Dede to discuss the academic appeals process. Committee decisions, in some cases, have been overturned. T. Pfannestiel suggested that it might be a good idea to develop a set of written guidelines discussing circumstances under which the committee's decisions may be reversed.

E. Budget – S. Heeter

S. Heeter will meet with P. Bylaska this Wednesday.

F. Faculty Affairs – L. Occhipinti

The first faculty mentor dinner will be held on September 28. The faculty author series will begin on September 30.

G. Student Affairs – P. Kolencik

E. Donato has volunteered to serve on the Board of Directors for the Clarion Student Association.

H. Venango – D. Lott

The first campus committee meeting will be held on September 29.

VI. Old Business

VII. New Business

A. CCPS

The read-ins were read in. Three general education proposals were forwarded with a positive recommendation from CCPS. This slate of new proposals was passed.

B. CCR

M. Franchino circulated a revised packet listing current and new members of Faculty Senate committees. It was observed that the Library Subcommittee was listed as having one too many members. M. Robinson volunteered to step down from the committee. T. Pfannestiel asked if everyone who wished to have a committee assignment had one. M. Franchino said yes.

VIII. Adjournment

B. Sweet moved and M. Franchino seconded the move to adjourn. Faculty Senate adjourned at 4:20 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
October 11, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, October 11 at 3:30 p.m. in B-8 Hart Chapel. M. Franchino chaired the meeting, with the following senators present: Y. Ayad, V. Bennett, B. Buchanan, E. Donato, W. Hallock, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, M. J. Reef, S. Prezzano, B. Register, M. Robinson, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present, as was B. Sturtz, representing Student Senate.

VII. Call to Order

M. Franchino called the meeting to order at 3:30 p.m.

VIII. Approval of the minutes

S. Heeter moved and P. Kolencik seconded to approve the minutes from September 27.

III. President's Report – K. Whitney

- K. Whitney noted that the football team defeated Lock Haven last week. She also suggested that Clarion needs a bigger presence at Autumn Leaf Festival.
- Enrollment was flat last year, even though the strategic plan calls for modest growth. Recruitment, admissions, and retention are all being considered.
- President Whitney and other administrators are considering funding issues, including those related to performance funding. President Whitney expects that the university will receive less money from the state in each of the next two years. Discussions (including discussions with faculty) about the budget need to take place.
- President Whitney has met with various faculty groups, including theater, psychology, and HPE. She is open to meeting with others as well.
- President Whitney's survey remains open until October 19. The survey has identified several topics of interest, including budgets, planning, degree attainment, and student preparedness.
- P. Kolencik asked about the searches for Institutional Research and for the Associate Provost. The search for the Institutional Research position has been stopped. President Whitney is reviewing the job description. It is not likely that the position will be filled before June 2011. The search committee for the Associate Provost position is active. Six candidates are expected to visit campus.
- R. Leary asked whether enrollment was flat at other Pennsylvania universities. President Whitney indicated that other schools showed increased enrollment. It is possible that enrollment was flat this year because it reached an all-time high last year.
- President Whitney also discussed the need to shape enrollment. The university needs to consider what students it wants to appeal to. Administrators are considering which student populations are likely to succeed or fail, and why.

IV. Student Senate – B. Sturtz

- Freshman elections were held last week, and two new freshman senators were elected.
- The CSA board is working on making the bookstore more competitive. It plans to start a book rental program next semester, and is also considering a guaranteed textbook buyback program.
- Money has been allocated to design a new mascot.
- The question of bake sales and other food sales was discussed. University legal counsel is currently reviewing bake sale policies, as there are concerns about food safety. A memo on the topic is expected within a few days.

V. Committee Reports

A. Institutional Resources – Y. Ayad

The facilities planning subcommittee met on September 28. The library subcommittee met on September 29. Lorie Taylor was elected chair. The technology subcommittee met on September 30. E. ter Horst was elected chair.

B. CCPS – B. Sweet

The deadline for objections is October 20. There will be read-ins at the next Senate meeting. The committee will meet on October 29, and hearings may be scheduled for November 5.

C. CCR – M. Franchino

CCR has an item in New Business.

D. Academic Standards – S. Sentner

S. Sentner and T. Pfannestiel met with Brenda Dede to discuss the academic appeals process. They agreed that the only reasons to overrule the committee's decisions would be if additional information about the student's situation became available or in case of committee error. It was noted that EOP can readmit students, either before or after the committee has considered their cases. The committee is hoping to work with the registrar to inform students who have been absent for multiple semesters about the reapplication process.

E. Budget – S. Heeter

S. Heeter said that the Budget Committee met with P. Bylaska and discussed the motor pool and performance indicators. P. Bylaska is willing to come to Faculty Senate to discuss the motor pool. S. Prezzano noted that the loss of the motor pool may make it impossible to run the anthropology field school. President Whitney suggested that even if the motor pool change was a good idea, that more time would have been needed to implement the change successfully. She wants vice-presidents to consider implementation issues carefully.

F. Faculty Affairs – L. Occhipinti

The first faculty mentor dinner was held on September 28. The faculty author series began on September 30. The committee has also begun work on the annual retirement reception. Mary Buchanan will represent the committee on the Middle States Task Force.

G. Student Affairs – P. Kolencik

Mary Beth Mason-Baughman is the chair of the student affairs committee and the subcommittee on student activities. Lori Taylor is the Senate liaison to Middle States for the student affairs committee. Carrie Gardner has been named the Senate liaison for the subcommittee on student activities.

H. Venango – D. Lott

The Venango committee met two weeks ago. The committee is working on an orientation session for new Venango faculty, to complement the Clarion-wide orientation. The committee is also working on workshops for advisors of Venango RSOs and on student advising. It is also reconsidering the wording of the proposal regarding representation on Faculty Senate.

VI. Old Business

A. Chartwell's

Chartwell's has the right of first refusal for catered events on campus. It may allow other groups to cater events in cases where it cannot match the price of an outside vendor, when it cannot meet the schedule for the event or when it cannot supply a cultural group with the desired culturally-specific food. University legal counsel is currently reviewing bake sale policies, as there are concerns about food safety. Fundraisers where outside vendors provide food such as candy bars and pies are acceptable.

VII. New Business

A. CCR

CCR proposed a slate of nominations for UTAC. Nominees were Marilyn Harhai, Benjamin Legum, Annette Rosati, and Julie London. The motion to approve the slate passed.

VIII. Adjournment

S. Sentner moved and B. Sweet seconded the move to adjourn. Faculty Senate adjourned at 4:50 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
October 25, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, October 25 at 3:30 p.m. in B-8 Hart Chapel. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, J. Beal, V. Bennett, E. Donato, M. Franchino, W. Hallock, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, R. Raehsler, M. J. Reef, S. Prezzano, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present.

IX. Call to Order

T. Pfannestiel called the meeting to order at 3:30 p.m.

X. Approval of the minutes

L. Occhipinti moved and W. Hallock seconded to approve the minutes from October 11.

XI. President's Report – K. Whitney

- K. Whitney presented a draft paper titled “Planning, Assessment, and Improvement at Clarion University.” It outlines a “culture of evidence” that begins with planning and budgeting, proceeds to action, then to assessment, and then to improvement. Improvement is followed by a new round of planning and budgeting, completing the circle. K. Whitney suggested that Clarion would benefit from having a more complete process of improvement and assessment.
- President Whitney distributed a draft of the advertisement for a new Information Management and Institutional Research Director. This new title reflects a broader job description, as the candidate would be responsible for significant internal research. Under the new job description, the new hire would report to President Whitney, not to the provost. President Whitney hopes to do a spring search and hire a candidate to begin work in summer 2011.
- K. Whitney distributed a draft for an internal search for a “Faculty Fellow for Planning, Assessment, and Improvement.” This would be a temporary appointment. The faculty member would work on various levels of planning, including university-wide, academic affairs, students and university affairs, and finance and administration. The faculty member’s department would receive a backfill hire. The position would be full time. When the faculty member had finished the temporary appointment, he or she would return to his or her department. K. Whitney will also share this plan with APSCUF leadership.
- Senators asked a number of questions about this position. R. Leary asked what sort of authority this person would have. K. Whitney suggested that this person

would not have budgetary or management authority. He or she would instead work on issues related to connecting and updating plans, as well as tracking and accountability. R. Raehsler asked if this temporary position might become a continuing position. K. Whitney responded that it would depend on whether or not it worked as planned. S. Trejos asked how this position would affect other committees, including the University Strategic Planning Committee. K. Whitney said that the faculty fellow would want to work with what has been productive, and that the efforts of other committees might provide him or her with “rough drafts” of where to start. R. Leary asked if departments would be able to contact the faculty fellow directly, or if departments would need to go through the president’s office. K. Whitney said that she was committed to transparency, and that departments would be able to contact the faculty fellow directly. Senators expressed concern about the possible difficulties of getting a backfill hire to replace the faculty fellow for next semester. Some larger departments could probably manage it, but smaller departments might find the task impossible. J. Beal suggested that some qualified candidates might be unable to apply, because their departments could not plan to do without them on such short notice. V. Bennett suggested a flexible start date might be a good idea. K. Whitney said that she would not want to exclude potential good candidates. It might be possible to reword the advertisement to call for a *possible* start date of January 2011. R. Leary asked if this position could be discussed further at Policy. T. Pfannestiel said yes. K. Whitney asked Faculty Senate to begin to look for faculty members to be on the search committee for this position.

- The search for a new provost is beginning. Senate has begun to solicit nominations for faculty representatives to serve on the search committee.
- K. Whitney is finishing a 500-Day Plan. She received more than 150 comments from members of the university community, and sees some clear patterns emerging in the comments. Results will be posted online by category.

IV. Student Senate – B. Sturtz – no report

V. Committee Reports

A. Institutional Resources – Y. Ayad

The Institutional Resources committee met last Tuesday. The technology subcommittee met and elected Dan Clark as a UTAC representative. The subcommittee is looking at issues related to online hiring. The library subcommittee will meet Wednesday. The facilities planning subcommittee will meet Thursday.

B. CCPS – B. Sweet

The committee will on October 29 to go over proposals. Open hearings have been scheduled for November 5. Some objections have been received, and B. Sweet will be meeting with department chairs this week to discuss objections.

C. CCR – M. Franchino

CCR has issued a call for nominations for the search committee for the provost.

D. Academic Standards – S. Sentner

Karen Cook of Library Science is the chair of the admissions committee. Ken Staub is the chair of the athletics subcommittee. D. Katis would like suggestions from the committee with regard to several major audits, including an external review, a self-study, the Division I wrestling blueprint, and an internal/external sports recreation report.

E. Budget – S. Heeter

S. Heeter said that the Budget Committee met with P. Bylaska and discussed performance funding, print services, the motor pool, and possible budget cuts. The Becht renovations are on schedule. She asked President Whitney about possible budget cuts. K. Whitney responded that the university was planning for various scenarios, including budget cuts of 5, 10, and 15 percent. A 15 percent cut would be a serious blow. However, K. Whitney said that there would be no retrenchment at Clarion in 2011-2012. No plans have been set in stone regarding cuts, and K. Whitney indicated that she might hold open forums on funding. K. Whitney also suggested that if programs are costing more than they bring in, then the first response should be to ask how that situation could be changed, not to eliminate the program.

F. Faculty Affairs – L. Occhipinti

The committee met October 13. The most recent faculty author seminar was held October 15. The retirement reception is planned for April 28.

G. Student Affairs – P. Kolencik

Two student senators, Ben Sturtz and Jessica Degennaro, have been named to the student affairs committee.

H. Venango – D. Lott

The Venango committee will meet October 27.

VI. Old Business

VII. New Business

A. CCPS

The read-ins were read in.

B. National Survey of Student Engagement

J. Phillips may meet with Senate on November 22 to discuss the National Survey of Student Engagement.

VIII. Adjournment

B. Sweet moved and E. Donato seconded the move to adjourn. Faculty Senate adjourned at 4:50 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
November 8, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, November 8 at 3:30 p.m. in B-8 Hart Chapel. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, J. Beal, V. Bennett, W. Buchanan, E. Donato, M. Franchino, W. Hallock, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, M. J. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present, as was D. Love.

XII. Call to Order.

T. Pfannestiel called the meeting to order at 3:34 p.m.

XIII. Approval of the minutes.

B. Sweet moved and S. Sentner seconded to approve the minutes from October 25.

XIV. President's Report – K. Whitney.

- President K. Whitney will be meeting with all Associate Provost candidates.
- K. Whitney has met with search committee members from last year to ask if they wish to continue serving on the search committee for a new Information Management and Institutional Research Director.
- A revised version of the call for a “Faculty Fellow for Planning, Assessment, and Improvement” has been sent to Human Resources. The wording is more flexible than that in the original call, and includes a flexible start date.
- The first meeting between members of the search committee for a new provost and members of the search firm will be held on November 12.
- President K. Whitney is working on a 500 Day Plan. The Listening Report will be posted on the web.
- President Whitney will meet on Tuesday with other presidents of PASSHE schools and the Chancellor to discuss post-election issues as they relate to public higher education and to the 2011-2012 budget.

XV. Student Senate – B. Sturtz.

- Student Senate has approved three appropriation requests and one new RSO.
- Student Senate took part in a safety walk with representatives from public safety to look at areas where lighting or other improvements need to be made. They noted that a lot near Eagle Commons needs more lighting, as does the path in front of the science center. An additional staircase is needed from Valley View

Suites. D. Lott observed that a sidewalk is needed between Reinhard Village and the Clarion campus. President K. Whitney agreed that this is a long-standing problem. She said that the university had appropriated \$350,000 to put in a sidewalk, but that the borough and PennDOT must also approve. A proposal to put in a sidewalk was rejected once by PennDOT, and a second application has been submitted.

- Next semester, Student Senate will work with UAB and other groups to develop a program called “Every Friday and Saturday Night.” This program entails increased weekend programming for students.
- Student Senate is discussing the high cost of textbooks. A plan has been approved to start a pilot program through which students will be able to rent books. The bookstore also has a \$350,000 deficit. D. Lott inquired if the pilot program would be available for Venango students as well.
- T. Pfannestiel inquired about the Social Equity Dinner. RSO advisers were notified that they must have representatives at this dinner. Various RSO advisers objected, asking why this one event was privileged above others in being made mandatory. It was also noted that the memo advising RSOs that attendance was mandatory came out shortly before the event. B. Sturtz said that there had been considerable confusion on this issue. Student Senate is still looking at why this notification was sent. It was suggested that it would be better to offer RSOs incentives to attend the dinner than to punish them for not attending.
- D. Love answered questions about the CU Digest. Various complaints about the digest have arisen. Some faculty members have suggested that attendance at university events is down, and that the digest is not widely read. D. Love responded that he will be doing a survey of faculty, staff, and students to begin to determine if the CU Digest is effective.

XVI. Committee Reports.

A. Institutional Resources – Y. Ayad – no report

B. CCPS – B. Sweet.

The committee met on October 29 to go over proposals. Open hearings were held November 5. The committee is waiting to receive revisions of three proposals. B. Sweet will present proposals to Senate on November 22.

C. CCR – M. Franchino.

CCR has an item in New Business.

D. Academic Standards – S. Sentner – no report.

E. Budget – S. Heeter – no report.

F. Faculty Affairs – L. Occhipinti.

A faculty mentor dinner will be held on November 9. The next faculty author seminar will be held November 10.

G. Student Affairs – P. Kolencik.

Student and University Affairs is working on a five-year review. An outside reviewer will visit campus in the spring.

H. Venango – D. Lott – no report.

XVII. Old Business.

XVIII. New Business.

A. CCPS.

The read-ins were read in.

B. CCR -- Search committee for Provost / Academic V.P.

The policy committee has approved a slate of candidates to serve on the search committee for the new provost. The names put forward are R. Potter, B. Register, Y. Ayad, S. Sentner, P. Klenowski, and R. Raehsler. All departments and schools are represented on this list. Senate approved the slate. President K. Whitney added that she was appointing P. Baschnagel, R. Prioleau, J. Troese, and S. Hoke to the committee as well.

C. Chair – appointment to review committee – PAI Faculty Fellow

P. Kolencik will serve on the committee to review applications for the PAI Faculty Fellow.

XIX. Adjournment.

S. Sentner moved and B. Sweet seconded the move to adjourn. Faculty Senate adjourned at 4:25 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
November 22, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, November 22 at 3:30 p.m. in B-8 Hart Chapel. T. Pfannestiel chaired the meeting, with the following senators present: J. Beal, V. Bennett, E. Donato, W. Hallock, M. Harhai, S. Heeter, S. Hilton, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, M. J. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. Provost V. James was also present, as were R. Bloom, D. Ciesielka, S. Falkenstern, J. Pesek, J. Phillips, C. Reber, L. Reiser, R. Sabousky, K. Smith and L. Smith.

XX. Call to Order.

T. Pfannestiel called the meeting to order at 3:30 p.m.

XXI. Approval of the minutes.

M.J. Reef moved and W. Hallock seconded to approve the minutes from November 8.

XXII. President's Report – Provost V. James.

Early in the spring semester, President K. Whitney will discuss the 2011-2012 budget with groups including Strategic Planning, the President's Executive Council, and Deans' Council.

IV. Student Senate – B. Sturtz – no report.

V. Report on National Survey of Student Engagement – J. Phillips.

J. Phillips distributed a handout on the results of the National Survey of Student Engagement. He asked Senate to consider the document and to give feedback, perhaps identifying areas where concrete improvements could be made. Senators suggested various ways to make the results of the survey more widely known, in order to allow for more feedback. M. J. Reef suggested posting the results on the Senate page. V. Bennett agreed that this was a good idea, and suggested that a message should then be sent out via ALL-L, inviting everyone to look at it and offer suggestions. The study showed a number of areas where Clarion appears to be underperforming when compared with similar institutions. When compared with students at comparable schools, Clarion students were more likely to report memorization-based assignments than evaluative assignments. They also reported reading fewer books, and were less likely to say that their classes required group projects or class presentations. J. Phillips theorized that some of these problems may be the result of larger class sizes.

VI. Committee Reports.

A. Institutional Resources – Y. Ayad.

The library subcommittee met last Wednesday and discussed information literacy. The facilities planning subcommittee met last Thursday, and discussed the renovation of Becht Hall. Tippin Gymnasium was also discussed.

B. CCPS – B. Sweet.

CCPS has items in New Business.

C. CCR – M. Franchino – no report.

D. Academic Standards – S. Sentner.

The committee will meet on January 12 to review academic suspension appeals from the fall semester.

E. Budget – S. Heeter – no report.

F. Faculty Affairs – L. Occhipinti.

A faculty author seminar was held November 10. Next semester, the committee will discuss strategies to continue the series. A consultant from the Council on Undergraduate Research will visit Clarion on Friday, December 10.

G. Student Affairs – P. Kolencik – no report.

H. Venango – D. Lott.

An “Afternoon of Excellence” will be held at Venango on December 1.

VII. Old Business – none.

VIII. New Business.

A. CCPS – circulating proposals.

All fully-circulated proposals were sent from CCPS with positive recommendations. It was requested that the proposals 076-092 (that is, all proposals for nursing courses numbered 700 and above) be pulled out for further discussion. All other fully-circulated proposals were voted on and approved.

Discussion ensued on the nursing proposals, which were related to a proposed DNP, or Doctorate of Nursing Practice. R. Leary expressed concerns about the possible creation of a DNP degree at Clarion. Such a program, he suggested, would siphon off resources that would otherwise support existing programs. He also expressed concerns about the number of faculty needed to support such a program.

D. Ciesielka and L. Reiser described the proposed and current nursing programs. They indicated that the new program (not yet approved at the state level) would add to an already successful MSN program jointly run by Clarion and Edinboro. The new program would require two new faculty members, but would also use current faculty members. It would pursue accreditation. The MSN program already makes money, and a DNP program would be expected to make more. They added that clinical doctorates are not unusual in the state system.

J. Beal asked if the accreditation process would be expensive. The nursing representatives indicated that there would be no added cost, as the MSN program already has this accreditation. M. J. Reef noted that the program was online, and asked if this was typical. It is. M. J. Reef also asked about job placement. The MSN program has been very successful in job placement. One hundred percent of graduates have found jobs, with an average salary of \$89,000 per year. Those working on a DNP would already be nurse practitioners. A DNP program would help them to acquire needed specialties.

R. Leary asked further questions about staffing. He asked about the impact of the DNP program on the MSN program. D. Ciesielka and L. Reiser indicated that at the national level, the MSN is becoming less desirable. By 2015, it appears that the DNP will be required for entry-level practice, except on the nurse-educator track.

H. Savage observed that Senate is being asked to make a decision about curriculum when, at the state level, decisions are not being made. C. Reber suggested that not approving the program would put Clarion at a disadvantage compared to schools that offer the DNP. J. Beal said that he was concerned about costs, but that it is easier to track the costs of a graduate program than an undergraduate program.

The motion to forward the DNP Nursing proposal along with the related coursework with a positive recommendation from Faculty Senate passed.

B. CCPS – General Education Proposals.

Four general education proposals were forwarded from CCPS with positive recommendations. The first three would attach a W flag to Philosophy 301, an S flag to ECH 310, and a W flag to ECH 322. The fourth would place CIS 140/MATH 140 on the checksheet as a foundation skill 1C. The proposals passed.

IX. Adjournment.

S. Sentner moved and M. Robinson seconded the motion to adjourn. Faculty Senate adjourned at 5:10 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
December 6, 2010
3:30 p.m., Enid Dennis Room, B-8 Hart Chapel**

Minutes

Faculty Senate met on Monday, December 6, 2010, at 3:30 p.m. in B-8 Hart Chapel. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, V. Bennett, E. Donato, M. Franchino, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, R. Raehsler, M. J. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present, as was Colleen McAleer.

X. Call to Order.

T. Pfannestiel called the meeting to order at 3:35 p.m.

XI. Approval of the minutes.

V. Bennett moved and B. Sweet seconded to approve the minutes from November 22.

XII. President's Report – K. Whitney.

- Clarion University's paperwork was accepted, and the university is no longer on probation with Middle States.
- The search for a new provost is continuing. The committee is working up an institutional profile.
- The search for an associate provost has been narrowed to two candidates. A decision will be made soon.
- The 500-day report is now available on the web.
- There will be two open forums on the Clarion campus in February to discuss the university's finances. There will also be an open forum at Venango.

IV. Student Senate – B. Sturtz – no report.

V. Report on Middle States Accreditation – C. McAleer.

- C. McAleer distributed a handout on the various standards required for Middle States Accreditation. Clarion is participating in a regular ten-year self-study. Eight task forces have been formed to address the fourteen accreditation standards.
- C. McAleer emphasized that Middle States will want to see concrete evidence of the ways in which Clarion is adhering to the Middle States standards. It will not be enough to say that Clarion will make progress.
- Each of the eight task forces is looking at one or two standards to make sure that the university is in compliance. Next semester, the task forces will write reports

and make recommendations. In summer, work will continue on the final self-study report. A site visit will take place in spring 2012.

- Senators expressed concern about communication. It is possible that not all departments may know what changes are expected or required. M. J. Reef suggested that successful departments might serve as models for other departments. K. Whitney suggested that it would be helpful to put resources online in such a way that all departments could access them. M. Harhai said that it would be possible to put objectives and competencies on D2L. Most (or all) of the task forces have representatives from Faculty Senate.

VI. Committee Reports.

A. Institutional Resources – Y. Ayad – no report

B. CCPS – B. Sweet – no report

C. CCR – M. Franchino – no report

D. Academic Standards – S. Sentner – no report

E. Budget – S. Heeter – no report

F. Faculty Affairs – L. Occhipinti – no report

G. Student Affairs – P. Kolencik – no report

H. Venango – D. Lott

The Venango committee is looking at updating faculty orientation and the faculty handbook.

VII. Old Business – none.

VIII. New Business.

A. CCPS – read-in

One read-in was read in.

VIII. Adjournment

B. Sweet moved and P. Kolencik seconded the move to adjourn. Faculty Senate adjourned at 4:40 p.m.

Respectfully submitted,
Martha Robinson, Secretary, Faculty Senate

**Faculty Senate
Clarion University
January 24, 2011
3:30 p.m., 246 Gemmell**

Minutes

Faculty Senate met on Monday, January 24 at 3:30 p.m. in 246 Gemmell. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, G. Barboza, V. Bennett, W. Buchanan, M. Franchino, W. Hallock, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, M. J. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney and Student Senate President B. Sturtz were also present.

XIII. Call to Order.

T. Pfannestiel called the meeting to order at 3:35 p.m.

XIV. Approval of the minutes.

B. Sweet moved and P. Kolencik seconded to approve the minutes from December 6.

XV. Announcements.

- Although Senate is now meeting in a new room, it wishes to preserve the memory of Enid Dennis. T. Pfannestiel suggested that at least two possibilities were under consideration. The chair of Faculty Senate might be known in the future as the “Enid Dennis Chair of Faculty Senate.” President K. Whitney is also aware that Senate would like to have a permanent place to meet. It is possible that a new room would be available in Becht Hall when it is remodeled, or in another campus room. That space might be renamed in honor of Enid Dennis.
- Open Forums will be held regarding funding at Clarion. There will be two forums at the Clarion campus, at 10 a.m. and 3:30 p.m. in Hart Chapel on Monday, February 14. A forum will also be held at Venango, on Wednesday, February 23 at 1 p.m.
- Library Science has been re-accredited.
- The deadline for the APSCUF scholarship is February 18.
- President K. Whitney is looking for ways to improve the commencement ceremony.
- A meeting on Performance Indicators will take place on Wednesday, February 2 at 1 p.m. in 107 Eagle Commons.

XVI. President’s Report – K. Whitney.

- T. Pfannestiel has been named the new Faculty Fellow for Planning, Assessment, and Improvement. This position will begin this summer and last for two years.

- Clarion's new associate provost is Dr. Susan C. Turrell. She will begin work on February 1, 2011.
- The search for a new provost is continuing.
- Senators discussed changes that were made to the common calendar at the statewide level. The new common calendar has a later start date for the spring semester. This might allow a five-week course during winter intersession. However, senators expressed concern about pre-session summer courses. If the semester began later and ended later, would there be time for three summer sessions? Senators were also dismayed that they were neither consulted nor notified about this change. K. Whitney indicated that she and the deans saw a problem with the process by which this change was made.
- P. Kolencik referred to the recent shootings in Tucson, and asked if the university has a threat assessment team. K. Whitney said that Clarion already has a Behavioral Assessment Referral Team (BART) in place. She noted, however, that despite any university's best efforts, it is impossible to guarantee that violence will never take place. She added that if Senate would like to hear from BART, that that would be possible.

XVII. Student Senate – B. Sturtz.

- Student Senate will meet tonight to discuss the budgets of Recognized Student Organizations (RSOs) and Recognized University Organizations (RUOs). Revised budget packets will be distributed to presidents and advisors. Student Senate is hoping to increase accountability among student organizations regarding funding. RUOs will be funded before RSOs.
- Student Senate is working with UAB on a new program, "Every Friday/Saturday Night" (EFSN). This program would promote more weekend events on campus.

XVIII. Committee Reports.

A. Institutional Resources – Y. Ayad.

The Facilities Planning Committee will meet January 27 at 3 p.m. The Library Subcommittee will meet February 16 at 4 p.m.

B. CCPS – B. Sweet.

The deadline for special topics and experimental course proposals is February 9. The deadline for regular curricular proposals is February 15. The objection deadline is the Monday after Winter Break, March 14.

C. CCR – M. Franchino.

T. Pfannestiel said that he had received a letter from Michael Keefer, regarding Faculty Senate's service on the Clarion University Foundation's advisory committee. The

advisory committee has been eliminated, and so representation from Faculty Senate will not be needed after the end of the current semester.

D. Academic Standards – S. Sentner.

The committee met on January 12 and reviewed 53 appeals from students facing academic suspension. Fifteen students were readmitted by the committee. Another nine were readmitted by EOP. The committee is concerned about the readmissions through EOP. S. Sentner will ask if any data is available about the academic success of past students whose suspensions were upheld by Academic Standards and who were then readmitted by EOP. She will meet with Joseph Croskey this week. K. Whitney expressed concern that there seemed to be more than one way of being readmitted. She suggested that whatever process was in place should be clear and fair to all students.

E. Budget – S. Heeter.

S. Heeter will ask P. Bylaska to come to a Senate meeting, perhaps in February, for a question-and-answer session.

F. Faculty Affairs – L. Occhipinti.

The next Faculty Author Series will be held on February 2 at 2 p.m. in Carlson Library. Dr. Thomas Rourke will present on the social and political thought of Pope Benedict XVI.

G. Student Affairs – P. Kolencik.

The subcommittee on student affairs is reviewing applications for Who's Who.

H. Venango – D. Lott.

- The Venango Campus Forum met last Friday. It has scheduled workshops in February on the topic of inappropriate and disruptive behavior.
- An AED workshop will be held on February 18.
- The committee is making plans for future orientation sessions. New hires at Venango would attend the Clarion campus orientation, then shuttle over to Venango for additional orientation.

XIX. Old Business.

A. Chair – update on university planning process.

President K. Whitney supports the idea of using Faculty Senate's existing committee structure as much as possible in the university planning process.

XX. New Business – none.

XXI. Adjournment.

B. Sweet moved and V. Bennett seconded the move to adjourn. Faculty Senate adjourned at 5:10 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
February 7, 2011
3:30 p.m., 246 Gemmell**

Minutes

Faculty Senate met on Monday, February 7 at 3:30 p.m. in 246 Gemmell. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, G. Barboza, V. Bennett, M. Franchino, W. Hallock, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, M. J. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present.

XXII. Call to Order.

T. Pfannestiel called the meeting to order at 3:40 p.m.

XXIII. Approval of the minutes.

L. Occhipinti moved and Y. Ayad seconded to approve the minutes from January 24.

XXIV. Announcements.

- Vagina Monologues will open Feb. 9, 10, and 11 @ 7 PM. .
- A meeting on Performance Indicators is rescheduled for Thursday, February 10 at 1 p.m. in 107 Eagle Commons.
- S. Trejos was congratulated for her recognition as Outstanding Faculty at the Scholar Athlete Luncheon.
- S. Trejos announced the Political Economy Club is selling coupons for 15% off dinner at the Roadhouse on Sunday, Feb. 13. Contact club members for more information.

XXV. President's Report – K. Whitney.

- Open Forums will be held regarding funding at Clarion. There will be two forums at the Clarion campus, at 10 a.m. and 3:30 p.m. in Hart Chapel on Monday, February 14. A forum will also be held at Venango, on Wednesday, February 23. The development of this model of funding is projected for completion by May 1. Paul Bylaska and Mark Angel will meet with faculty in the College of Business Administration regarding model development. Development was structured as transparent and discussion will parallel model development. The President asked for suggestions regarding additional forums and/or additional sessions for campus involvement. R. Leary questioned how the model development would be disseminated. Versions of the model will be placed on the website; this online publication was projected to begin Feb. 23.

- The search for a new provost is continuing. B. Register reported the committee was informed candidate applications were received. The first Search meeting will be March 1 to begin the review process. The goal is to create a pool of 10-12 qualified candidates. Airport interviews are scheduled for March 16-17 and finalists will visit our campus in April. The projected date of hire is June 1.

XXVI. Student Senate – B. Sturtz.

No report

XXVII. Committee Reports.

A. Institutional Resources – Y. Ayad.

The Facilities Planning Committee met January 27 at 3 p.m. The Library Subcommittee will meet February 16 at 4 p.m.

B. CCPS – B. Sweet.

(See New Business). The deadline for special topics and experimental course proposals is February 9. The deadline for regular curricular proposals is February 15. The objection deadline is the Monday after Winter Break, March 14.

C. CCR – M. Franchino.

The Committee has begun to prepare for the Senate elections and working with APSCUF to set the election dates.

D. Academic Standards – S. Sentner.

The Committee is meeting with Joe Croskey and working closely with Academic Enrichment. Information from last semester will be available to Senate soon.

E. Budget – S. Heeter.

S. Heeter recommended P. Bylaska to come to a Senate meeting, Feb. 14, for a question-and-answer session. It was suggested Senators submit questions in advance of this meeting.

F. Faculty Affairs – L. Occhipinti.

The Faculty Author Series was held on February 2 at 2 p.m. in Carlson Library. Dr. Thomas Rourke presented. The Faculty Retirement Reception is being planned. A final Faculty Mentoring session is planned for Thursday, Feb. 10 regarding Promotion and Tenure.

G. Student Affairs – P. Kolencik.

The subcommittee on student affairs is reviewing applications for Who's Who. 10 applications were submitted. Senators discussed the challenges of recruiting applicants for Who's Who and other scholarships. Todd will speak with David Love, Director of Marketing about posting scholarship opportunities. R. Leary questioned whether students use the website. Research is necessary to determine the best way to communicate these opportunities to students.

H. Venango – D. Lott.

(See New Business)

XXVIII. Old Business.

None

XXIX. New Business

- The Faculty Forum from the Venango Campus submitted a proposal regarding representation on Faculty Senate. The proposal would amend the current policy. The motion was unanimously carried.
- CCPS Readins

XXX. Adjournment.

S. Sentner moved and S. Prezzano seconded the move to adjourn. Faculty Senate adjourned at 5:10 p.m.

Respectfully submitted,
Hallie Savage

**Faculty Senate
Clarion University
February 21, 2011
3:30 p.m., 246 Gemmell**

Minutes

Faculty Senate met on Monday, February 21 at 3:30 p.m. in 246 Gemmell. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, G. Barboza, J. Beal, V. Bennett, W. Buchanan, M. Franchino, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, S. Prezzano, M. J. Reef, B. Register, M. Robinson, H. Savage, B. Sweet, and S. Trejos. President K. Whitney and Student Senate President B. Sturtz were also present.

XXXI. Call to Order.

T. Pfannestiel called the meeting to order at 3:35 p.m.

XXXII. Approval of the minutes.

B. Sweet moved and V. Bennett seconded to approve the minutes from February 7.

XXXIII. Announcements.

There were no announcements.

XXXIV. President's Report – K. Whitney.

- President Whitney distributed a report titled “Clarion University Presidential 500 Day Plan 2010-2012: The First 500 Days.” Significant actions that have already been taken include leading a multi-university effort to pursue a large grant, holding forums on financial planning, and holding talks with the borough to create a “Borough-University Master Plan.” Several searches, including those for a provost, associate provost, and director of information management and institutional research are in process or recently finished. In addition, a new approach towards institutional improvement, the “Accelerated Improvement Process” has been introduced.
- K. Whitney would like to continue discussing performance indicators. In the next five years, Clarion University will be evaluated on ten performance indicators. Five of these will be standard across the state system. The other five will be selected at Clarion.
- Planning for the future must take into account that Nair and Wilkinson are nearing the end of their useful lives.

XXXV. Student Senate – B. Sturtz.

- Two new RSOs and three supplemental requests have been approved.

- RSO roundtables will be held this week on February 23 and February 24. Budget packets will be distributed. Student Senate is considering a proposal to limit the budgets of RSOs who do not send a representative to a roundtable.
- The first CSA board meeting is today at 4:15 p.m.
- Student Senate will host a drug advocacy event on April 20, called a “Pot Party.” Students will pot plants.

XXXVI. Committee Reports.

A. Institutional Resources – Y. Ayad.

- The library subcommittee met last Wednesday and discussed the information literacy flag. The library is also accepting requests for one-time purchases. The EZ-Borrow software will change soon.
- Facilities Planning is scheduled to meet this Thursday at 3 p.m. However, it appears that the meeting may be rescheduled.
- The tech subcommittee needs to meet to discuss the new student system and faculty emails.

B. CCPS – B. Sweet.

The deadline for special topics and experimental course proposals was February 9. The deadline for regular curricular proposals was February 15. Everything has been scanned and posted, including the information literacy proposal. The objection deadline is the Monday after Winter Break, March 14. CCPS will meet on March 16 to review proposals and objections. Open hearings will be held on March 30. CCPS has also met twice to work on revising guidelines.

C. CCR – M. Franchino.

The nominating election day will probably be April 5, with the regular election on April 19.

D. Academic Standards – S. Sentner – no report.

E. Budget – S. Heeter.

P. Bylaska will attend Senate on March 14 to answer questions about the budget. Any questions for him should be sent to S. Heeter.

F. Faculty Affairs – L. Occhipinti.

The new faculty mentor series for the year concluded with a dinner for mentors and mentees. Promotion and tenure were discussed.

G. Student Affairs – P. Kolencik – no report.

H. Venango – D. Lott.

The Venango Campus Forum has elected Jessica Crespo as chair, Paul Klenowski as vice-chair, and Deb Kelly as secretary.

XXXVII. Old Business.

A. Associate Provost.

T. Pfannestiel announced that Dr. Susan Turell, the new associate provost, will visit Senate on March 14.

B. Academic Calendar.

A revised academic calendar was presented to and approved by the Council of Trustees. In 2012, the spring semester will begin on Monday, January 23 and end on Friday, May 11. Final exams will be held from Monday, May 7 to Friday, May 11. Commencement will take place on Saturday, May 12.

C. Changes to degree policies.

Any additional comments on the process and outcome of the changes to degree policies should be sent to T. Pfannestiel by tomorrow.

XXXVIII. New Business.

A. CCPS.

The read-ins were read in.

XXXIX. Adjournment.

B. Sweet moved and S. Trejos seconded the move to adjourn. Faculty Senate adjourned at 5:00 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
March 14, 2011
3:30 p.m., 246 Gemmell**

Minutes

Faculty Senate met on Monday, March 14 at 3:30 p.m. in 246 Gemmell. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, G. Barboza, J. Beal, V. Bennett, W. Buchanan, M. Franchino, W. Hallock, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, S. Prezzano, R. Raehsler, M. J. Reef, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. Also present were Provost V. James, Associate Provost S. Turell, and V.P. for Finance and Administration P. Bylaska. Budget committee members N. Baschnagel and Y. Kim also attended.

XL. Call to Order.

T. Pfannestiel called the meeting to order at 3:30 p.m.

XLI. Approval of the minutes.

M. J. Reef moved and B. Sweet seconded to approve the minutes from February 21.

XLII. Announcements.

T. Pfannestiel read a press release from APSCUF president J. Phillips about the governor's proposed budget cuts to PASSHE schools. A website in opposition to the budget cuts is at <http://www.pastudentsvoice.org>

XLIII. President's Report – V. James.

V. James described discussions that are being held regarding a regional parks and recreation plan.

XLIV. Student Senate – B. Sturtz – no report.

XLV. Q/A with V.P. for Finance and Administration P. Bylaska.

- Senators inquired about the new policy of renting cars from Enterprise. P. Bylaska said that the change was intended to save money, as the Enterprise vehicles were newer and safer. R. Leary said that any savings to the university would seem to come from increased costs to departments, which now find renting vehicles more expensive. S. Prezzano noted that she cannot afford to rent a vehicle that is needed for the anthropology field school. P. Bylaska said that some departments did receive vehicles. He also noted that the change was not communicated as well as it might have been.

- V. Bennett said that changes in printing policy also seemed to pass costs along to departments. As department costs are going up, their budgets are not. If the university is seeing savings, the departments are not. R. Leary said that changes regarding both vehicles and copiers show mid-level managers making decisions that seriously affect faculty without seeking their input. P. Bylaska suggested that better communication would help. He suggested that, when hidden costs (such as toner) were taken into account, the new system saved money. Senators expressed doubts. V. Bennett noted that if she prints on two sides of a single sheet, her department is charged for two sheets of paper. Y. Ayad noted that Equitrac won't allow him to print from his laptop to his home printer without launching. Is the university being charged when he prints on his home printer? P. Bylaska thought that such printing might be tracked but not billed. He will look into it.
- Senators also asked questions about Responsibility Centered Management. What is an appropriate unit to collect costs and account for revenue? P. Bylaska indicated that this was still being discussed.
- Questions were also raised about infrastructure. Could infrastructure costs be more explicit? P. Bylaska suggested that President K. Whitney is committed to transparency.
- Senators expressed concern about departments and faculty being asked to handle rapid changes all at once in the middle of a semester. Current degree audits are not available, PeopleSoft is being implemented, and the RCM model is being adopted all at once. Faculty members feel overwhelmed.
- M. Robinson asked if P. Bylaska could describe any preliminary discussions regarding the governor's proposed budget. P. Bylaska said that the governor's budget called for cuts far beyond any contingency plan that anyone had in mind. It is not certain what will happen next. Members of the legislature, the council of trustees, and the board of governors have all said that they are shocked and dismayed.

XLVI. Introductions with new Associate Provost, Dr. Susan Turell.

Senators introduced themselves to S. Turell. She emphasized that Responsibility-Centered Management should not be only about money. It should also allow for responsibility over issues such as enrollment and curriculum.

XLVII. Committee Reports.

A. Institutional Resources – Y. Ayad – no report.

B. CCPS – B. Sweet.

The deadline for objections is today. The committee will meet on Wednesday to go over proposals. CCPS has revised its guidelines, and now needs to meet to discuss the revisions.

C. CCR – M. Franchino.

The nominating election day will be April 5, with the regular election on April 19.

D. Academic Standards – S. Sentner.

- In fall 2010, 120 students were suspended for academic reasons. Of these, 54 appealed. Fifteen were readmitted by the Academic Standards committee. Nine were readmitted through ACT 101. Three students were readmitted by Academic Affairs. Three additional students who did not go through the regular appeals process were also readmitted through Academic Affairs.
- S. Sentner met with S. Turell about the academic appeals process. S. Turell will serve as an ad hoc member of the committee, and appeals will also go to her. Only in the case of committee bias or additional extenuating circumstances should the decisions of the committee be overruled.

E. Budget – S. Heeter.

S. Heeter noted that a number of members of the budget committee attended the Senate meeting today. W. Hallock, N. Baschnagel, and Y. Kim were all present.

F. Faculty Affairs – L. Occhipinti – no report.

G. Student Affairs – P. Kolencik – no report.

H. Venango – D. Lott.

The Venango Campus Forum will meet this Friday.

XLVIII. Old Business.

There was no old business.

XLIX. New Business.

A. CCPS.

The read-ins were read in.

L. Adjournment.

B. Sweet moved and P. Kolencik seconded the move to adjourn. Faculty Senate adjourned at 5:12 p.m.

Respectfully submitted,
Martha Robinson, Secretary, Faculty Senate

**Faculty Senate
Clarion University
March 28, 2011
3:30 p.m., 246 Gemmell**

Minutes

Faculty Senate met on Monday, March 28 at 3:30 p.m. in 246 Gemmell. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, J. Beal, V. Bennett, W. Hallock, M. Harhai, S. Heeter, S. Hilton, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, B. Register, M. Robinson, H. Savage, S. Sentner, B. Sweet, and S. Trejos. Also present was Provost V. James.

LI. Call to Order.

T. Pfannestiel called the meeting to order at 3:30 p.m.

LII. Approval of the minutes.

P. Kolencik moved and B. Sweet seconded to approve the minutes from March 14, 2011.

LIII. Announcements.

- Five candidates for the provost position will be visiting campus. Their names have not yet been released.
- The Institutional Research search is continuing. Telephone interviews will be held soon.

LIV. President's Report – V. James.

Provost James recently attended a meeting in Harrisburg. The potential elimination of sabbatical leaves was discussed at this meeting. Senators observed that sabbatical leaves are covered in the CBA, and cannot be eliminated without negotiation. Accreditation was also discussed. Provost James also noted that Mansfield and Kutztown are retrenching faculty, and that retrenchment is among the options being considered by all of the state system universities in the light of the governor's proposed budget cuts.

LV. Student Senate – B. Sturtz – no report.

LVI. Committee Reports.

A. Institutional Resources – Y. Ayad.

- The technology subcommittee met recently with Sam Puleio. Windows 7 and Office 2010 will be installed on all new computers beginning in the fall semester. Faculty with older computers that are capable of supporting Windows 7 and

Office 2010 can request that they be installed. The email system for faculty and staff will change soon. The shift may be made in April, May, or June, but the old system will be available until mid-September. The technology subcommittee is also looking at concerns about the online hiring system. The current application form is rather generic. It would help to have an application form that could be more closely tailored to the type of job. There also seems to be no way for candidates to upload their references. V. Bennett noted that the online hiring system has in fact made hiring more cumbersome, as everything is done first on paper and then entered into the computer. P. Kolenick agreed that the system is cumbersome and is not user-friendly. S. Puleio will meet with Tim Fogarty to discuss these issues.

- The facilities planning meeting has been postponed until April.
- The library subcommittee met on March 23rd. It has no report.

B. CCPS – B. Sweet.

Open hearings will be held Wednesday at 3 p.m. No objections have been filed.

C. CCR – M. Franchino.

The nominating election day will be April 5, with the regular election on April 19.

D. Academic Standards – S. Sentner – no report.

E. Budget – S. Heeter – no report.

F. Faculty Affairs – L. Occhipinti.

Faculty Affairs has a list of fifteen retirees who will be honored at the retirement reception. The reception will be held on April 28 at 4 p.m. in Moore Hall.

G. Student Affairs – P. Kolencik – no report.

H. Venango – D. Lott – no report.

LVII. Old Business.

A. Academic Degree Policy.

At a state-wide meeting, the deans of Arts and Sciences discussed the implementation dates for the new academic degree policies regarding credit hours for majors. They also discussed where cognate courses fit into the new plan. The discussion is ongoing, and departments should not make changes to their requirements until these issues have been clarified.

LVIII. New Business.

B. CCPS.

The read-ins were read in.

LIX. Adjournment.

W. Hallock moved and B. Sweet seconded the move to adjourn. Faculty Senate adjourned at 4:20 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate

**Faculty Senate
Clarion University
April 11, 2011
3:30 p.m., 246 Gemmell**

Minutes

Faculty Senate met on Monday, April 11 at 3:30 p.m. in 246 Gemmell. T. Pfannestiel chaired the meeting, with the following senators present: Y. Ayad, G. Barboza, J. Beal, V. Bennett, W. Buchanan, M. Franchino, W. Hallock, S. Heeter, P. Kolencik, R. Leary, D. Lott, L. Occhipinti, S. Prezzano, M. J. Reef, M. Robinson, S. Sentner, B. Sweet, and S. Trejos. President K. Whitney was also present, as were R. Bloom, K. O'Donnell, J. Krueger, C. McAleer, and J. Pesek.

LX. Call to Order.

T. Pfannestiel called the meeting to order at 3:30 p.m.

LXI. Approval of the minutes.

W. Buchanan moved and S. Prezzano seconded to approve the minutes from March 28, 2011.

LXII. Announcements.

- The inauguration of President K. Whitney will take place on Friday at 1:30 p.m. in Marwick-Boyd.
- Visits from provost candidates are continuing.

LXIII. President's Report – K. Whitney.

- Various events are planned for the next several days as part of Academic Excellence week.
- The university is moving towards implementing the new RCM model. Twelve responsibility centers have been approved, including the colleges of business, arts and sciences, and education. The Venango campus will also be an RCM. Others include the president, the provost, finance and administration, intercollegiate athletics, enrollment management, student affairs, and the library.
- K. Whitney has been advocating for Clarion University at the state level. She is emphasizing the value that Clarion and the other PASSHE schools bring to the state. 90% of Clarion students are Pennsylvania residents, and 80% stay in the state after graduation. She has also met with the Board of Governors to discuss tuition and fees. No decisions should be expected until at least May 1, and possibly not until July 1.
- Discussions about enrollment and tuition and fees are ongoing. No one is certain what would happen to enrollment if tuition and fees were to increase sharply.

- K. Whitney noted that faculty members are concerned about job security, benefits, and health insurance. She said that the CBA contains specific requirements for notifications regarding retrenchment, and that retrenchment would not take place during the academic year 2011-2012. It is on the table for the following year.
- V. Bennett inquired if there had been any discussion of closing one or more of the PASSHE schools. K. Whitney said that closing a school is a very expensive proposition, and that it would take two to three years to see any savings from doing so. This possibility is no longer being discussed at the state level.
- The chancellor is allowing Clarion to wait until June 1, 2012 to choose performance indicators.
- R. Leary inquired about the RCM model. He suggested that it was unfortunate that the academic RCMs are outnumbered by two to one. K. Whitney suggested that the model is open for change. The current model will run for three years, at which point it will be re-evaluated. At that point, better data will be available, allowing for better decisions.
- K. Whitney provided a handout regarding possible ways to raise revenue and decrease costs. G. Barboza noted that many of the cuts seemed to focus on faculty rather than on administrators. K. Whitney said that many cuts would affect all employees (including administrators), not just faculty members.

LXIV. Student Senate – B. Sturtz – no report.

LXV. CCPS – Discussion/vote of circulated proposals for Spring 2011 – B. Sweet.

B. Sweet pulled the general education proposals out for separate discussion. He asked if there were any others that senators wished to pull. R. Leary asked to pull proposals 92, 121, 136, and 147-148.

Before discussing the pulled proposals, a vote was taken on the other proposals, all of which had come from CCPS with a positive recommendation. The proposals were approved.

Discussion ensued on the following proposals:

- R. Leary objected all of the general education proposals. All other proposals were available online, but were also circulated in hard copy to senators who requested them. The general education proposals were only available online. B. Sweet observed that at one time, CCPS saw these proposals, but senators did not. Since they are now available online, senators are now more able to access them than they were in the past. Discussion ensued. T. Pfannestiel suggested that it should be possible to find a way to get hard copies to those senators who wish to have them. After this discussion, the general education proposals were passed.
- No. 92 -- GEOG/ES 481/581
 - R. Leary asked why the course number had been changed from 480/580. The course number was changed because the numbers 480/580 are already in use.

- No. 121 -- SPAN 282
 - R. Leary noted a typographical error, in which the course appeared as both 281 and 282. The intended number is 282.
- No. 136 – B. S. in Industrial Technology – Change title of Bachelor of Science in Industrial Technology to Bachelor of Science with a Major in Technology Leadership.
 - R. Leary expressed concern about the phrase “technology leadership.” W. Hallock said that the program includes managerial courses, and is designed to provide students with courses that will allow them to develop business skills. With such skills, they would be more likely to move up into managerial positions. Discussion ensued. Proposal no. 136 was passed.
- No. 147 – Allied Health, Ultrasound 301, 302, 401, 402
- No. 148 – Allied Health, Nuclear Medicine 301, 302, 401, 402
 - Both of these proposals requested a change in credit hours from fixed to variable. R. Leary inquired why this change was needed. R. Bloom explained that flexibility was needed in granting credit for summer, fall, and spring work. K. Whitney indicated that such flexible programs are desirable for adult learners and returning adults. S. Heeter suggested that NCATE was moving towards a similar model. M. J. Reef said that some students are choosing to enroll in Clarion specifically for such programs. R. Bloom noted that students in the medical imaging program have a 100% pass rate on the medical imaging exam. Proposals 147 and 148 both passed.

LXVI. Committee Reports.

A. Institutional Resources – Y. Ayad.

T. Fogarty is continuing to work on tailoring the online process.

B. CCPS – B. Sweet.

Open hearings will be held Wednesday at 3 p.m. No objections have been filed.

C. CCR – M. Franchino.

The Faculty Senate election will be held on April 19.

D. Academic Standards – S. Sentner – no report.

E. Budget – S. Heeter – no report.

F. Faculty Affairs – L. Occhipinti.

The retirement reception will be held on April 28 at 4 p.m. in Moore Hall.

G. Student Affairs – P. Kolencik – no report.

H. Venango – D. Lott – no report.

- Forum dates have been set for the 2011-2012 academic year.
- The Venango campus forum will be proposing expanded polling hours at the Venango campus.

LXVII. Old Business.

B. Academic Degree Policy.

The new academic degree policies regarding credit hours for majors are still being discussed at the state level. The language is now being clarified to indicate that cognate courses (such as foreign language courses) do not count against the credit hours required for the major.

LXVIII. New Business.

C. CCPS.

The read-ins were read in.

LXIX. Adjournment.

S. Prezzano moved and P. Kolencik seconded the move to adjourn. Faculty Senate adjourned at 5:05 p.m.

Respectfully submitted,
Martha Robinson
Secretary, Faculty Senate