**Faculty Senate**

**Clarion University**

Faculty Senate met on February 8, 2016 in 146 Gemmell. J Croskey chaired the meeting, with the following senators present: J. Aaron, S. Boyden, D. Clark, B. Frakes, S. Harris, J. Heard, R. Leary, M. Lepore, D. Lott, H. Luthin, J. Lyle, J. May, C. McAleer, J. O’Donnell, S. Prezzano, A. Roberts, B. Sweet, E. Sauvage-Callaghan, L. Taylor, J. Touster, P. Woodburne. B. Bailey, L. Cullo, E. Green, and K. Whitney were also present.

1. **Call to Order** - J. Croskey called the meeting to order at 3:30 pm.
2. **Approval of Minutes** – B. Frakes moved and A. Roberts seconded the motion to the approve the minutes from January 25th. The minutes were approved (unanimous).
3. **Announcements**
4. Senate Picture - The group photo will be taken on Feb 22nd.
5. Shared Drive – J. Croskey has created a shared drive for senate minutes, documents, and so forth. At this point the members of policy have access. If other senators would like access, please speak with Joe.

IV. President’s Report – K. Whitney

K. Whitney began by noting that the recent scholarship event was well received by attendees.

K. Whitney noted that Fall 2016 enrollment looks better than expected. Applications are up and there seems to be improvements both in terms of numbers and quality.

K. Whitney stated that the 3rd annual Road Scholars Tour has been announced. The focus will be on business.

The working group for programs of academic distinction is moving forward. K. Whitney said that additional details will be coming from P. Gent.

Finally, K. Whitney noted that she has received a letter from B. MacDaniel indicating that APSCUF has completed its review of the proposed changes to CCPS. The president will review the changes. She asked if Senate wanted consider additional changes given that it has been two years since the process began. She indicated that this may be a way for all changes to occur at once. C. McAleer noted that additional changes would need to go back to APSCUF before adoption. K. Whitney suggested that this would only be true if APSCUF was directly impacted and said that there may changes that people want that don’t require APSCUF involvement. B. Sweet clarified that local APSCUF approved the changes to CCPS last year and that the recent evaluation occurred between the PASSHE and APSCUF at State Meet & Discuss as per the CBA. K. Whitney understood the silence by the Senate as an indication in no further changes.

The president took questions/comments:

D. Clark noted the burdens imposed by the paperwork now required for space requests. K. Whitney stated that the requirements are state-imposed and horrible. K. Whitney agreed with D. Clark’s sense that these requirements are costing Clarion hosting opportunities. She also stated that it is not just the space request policy but also the background check policy (because K-12 clearances do not work at the higher ed level) that is too onerous. K. Whitney noted that the school has probably spent $100,000 on compliance with these policies. J. Touster added that he has also looked at the documents and stated that they are also a mess to read as a result of document structure, errors, and vagueness. He suggested that there at least needs to be some level of editing to make the documents easier to digest.

A. Roberts noted that the Gen Ed survey limits responses to 200 characters which is cumbersome to deal with. K. Whitney said she was aware of the limit and said that this is a vendor-imposed issue. A. Roberts stated that the character limit seems to undermine deep conversation on the proposal. Other senators noted that they also have had issues with the limit and some felt the limit was sufficiently burdensome as to warrant a decision to not participate.

V. Student Senate – E. Green

Student Senate held elections to replace openings. E. Green noted that this would be his final Faculty Senate meeting as he has decided that it is in his best interest to resign from Student Senate at this time. Members of the Faculty Senate thanked him for his service and wished him well.

VI. Committee Reports.

A. CCPS – B. Sweet

B. Sweet noted that he had sent reminders to folks about the proposal deadlines. At this point not much had been submitted. B. Sweet indicated that he thought the Gen Ed proposal would be in by the 19th for CCPS to review.

D. Clark asked if all proposals come to Faculty Senate regardless of the CCPS vote. B. Sweet said that all proposals come from CCPS to Senate. The proposals come from CCPS with a positive or negative recommendation but Senate gets to consider them all. All proposals with a positive recommendation from Senate go forward. Proposals with a negative recommendation from Senate do not go forward.

B. Sweet stated that CCPS will be meeting on March 17th and asked people to not wait until the deadline to submit objections to minimize the demands placed on CCPS.

B. Student Affairs – M. Lepore

M. Lepore noted that the Student Affairs committee will meet on Feb 25th at 1PM along with the Student Activities subcommittee. S. Fenske will be at the meeting. They will discuss co-curriculars and look at the add/drop and finals dates.

C. CCR – J. Phillips – no report

D. Academic Standards – D. Clark

The committee will meet with Academic Affairs in two weeks to discuss AIPs.

E. Budget – J. Touster

Budget committee will meet later this week.

F. Faculty Affairs – L. Taylor – no report

G. Institutional Resources – A. Roberts

Facilities Planning will meet next week. J. Croskey asked if anyone knew what the plans for the old bookstore are. K. Whitney said that S. Hoke has answers and suggestions on use. K. Whitney also said that Gemmell will be getting a refresh this summer. B. Frakes asked where the money for the Gemmell renovation will come from. K. Whitney indicated that this is funded by student monies not a university budget

H. Venango – J. May

J. May stated that the committee met and the one concern they had was the lack of Title IX training at Venango given the lack of ITV offerings. D. Lott noted that S. Fenske says there will be training offered at Venango. S. Prezzano asked if there would be more training offered at the main campus. K. Whitney said she would look into it.

VII. Old Business

1. Constitution & By-laws Issues
   1. General Education Assessment Committee

J. Croskey noted that the changes to CCPS are now under review by the president and stated that they should be sent to the Trustees by April, if not February. He stated that Senate needs to begin work on creating the Gen Ed Advisory Committee. J. Croskey said he would talk to about the process for electing members once we are at that point. R. Leary remarked that it is important to note that there were other changes made, such as who is eligible for Senate, so consideration by the Trustees in February would be beneficial because it would remedy a late-breaking mess in April when elections are held.

VIII. New Business

1. Guest presentations:
2. Bill Bailey – Director of Center for Career and Professional Development- Proposal for Class Excuse for Career Events

B. Bailey spoke on the recently submitted memo requesting that Senate expand the university’s Attendance Policy to include university sanctioned career placement events as excused absences for students who participate. The Senate discussed the issue at length making suggestions for policy revision, expressing general agreement with goals of the policy, and offering some reservations to increasing the ability of students to miss class. In the end it was agreed by most members of the Senate that these events are already part of the policy since they are university-sanctioned. B. Bailey asked for action that may clarify this as it is debatable as to whether or not these events are “academic” in nature, which could exclude them. A. Roberts moved and B. Frakes seconded that Faculty Senate officially recognize events sponsored by the Center for Career and Professional Development as officially sanctioned events pertaining to the Class Attendance Policy. The motion passed 20-2 with R. Leary and H. Luthin objecting.

1. Len Cullo -Vice President Admin and Finance

L. Cullo spoke to the Senate on the state of the budget at Clarion. He provided the members with two documents: E&G Summary and Summary of Deficit Reductions. L. Cullo spoke about the E&G numbers first. He indicated the E&G report is a summary of the latest FIN report. He noted that there was a deficit last year of 7.1 in E&G. This was about .5 million less than anticipated but it still requires the use of reserves to balance the budget. He highlighted a couple numbers to show that revenues are not meeting expenses as enrollment and state appropriations are both down. He noted that while salaries are down benefit costs are up.

J. O’Donnell asked about much was in the reserves. L. Cullo said 23 million dollars at the start of the year. L. Cullo added that the goal for this year is to get the deficit down to 6 million from 6.9 million. Cullo also stated that the reserves are not actual cash. If post-retirement obligations are included, then are no reserves and the university is 47 million to the negative. He added that this is not a CUP phenomenon but is state-wide. J. O’Donnell asked what happens if the reserves number gets to zero. L. Cullo stated that while he hopes this will be avoided, a zero balance would result in borrowing from the rest of the system and probably mean persons external to the university being brought in to help administer things. B. Sweet asked if some of the 23 million exists on the auxillary side of the budget. L. Cullo said this was true and noted that we would have to use those monies before exploring other options.

L. Cullo then moved to say that the school is working to get the burn rate of reserves down to 2 million and offered the Summary of Deficit Reductions as the plan. He noted that he is looking for in-house places to save and cut. He added that part of the 2017-2018 savings is a result of the MOU with the Foundation. CUP currently funds the Foundation by over 1 million a year. Cullo also stated that the goal is to save money without resorting to retrenchments and furloughs. It was highlighted that the numbers provided do not assume any increases in enrollment.

D. Lott asked for an explanation of compensation and non-compensation savings. Cullo stated that non-compensation savings includes things like the Foundation and efforts to control bad debt (students not paying). Compensation savings are the result of not replacing people. K. Whitney remarked that this is not negotiable because the alternative is that the state comes in and takes control of operations. K. Whitney also stated there has been pressure to retrench and furlough but that she has said no as she believes we are in a growth mode and have already endured the painful reorganization to right the ship.

B. Frakes asked how the numbers for compensation savings were generated. Cullo stated that this assumes across the board retirements and finding ways to control faculty hires and the use of temps.

J. O’Donnell asked if we are ready as an institution to consider new ideas, such as half-retirements. L. Cullo stated that he is willing to look at any idea the system will allow. K. Whitney said she has talked to the PASSHE about such things without success but she knows such ideas make sense and are employed elsewhere in the nation. L. Cullo said he is willing to hold sessions with smaller groups of people to get the information out and spur dialogue. K. Whitney said she encourages people to talk with their deans and said she will have forums but wants to allow for in-house conversations first.

A. Roberts asked if the aid numbers are increasing due to the merit scholarships. L. Cullo said yes.

B. Sweet remarked that we are beating Lock Haven, a comparison school, on the faculty side by spending less and serving more if the BUD reports are accurate.

D. Lott noted that Venango uses a number of adjuncts and asked if reductions in those numbers meant Clarion campus folks would need to come over and teach. K. Whitney said that is an operations question. L. Cullo said that is not his jurisdiction.

1. CCPS Proposals – Discussed above.
2. University Action Plan – J. Croskey noted that this was discussed above in the President’s Report.
3. Q Flag Task Force – J. Croskey thanked A. Roberts and P. Woodburn for agreeing to serve.

IX. Adjournment - B. Sweet moved to adjourn and H. Luthin seconded. Motion passed (unanimous).

Respectfully submitted,

Jim Lyle

Faculty Senate Secretary