

MINUTES

FACULTY SENATE MEETING

6 February 1996

Chairperson D. Eidam called the meeting to order at 4:05 p.m. in Chryst Hall, Room 210. All departmental senators attended except for the Social Work Department. J. Bernstein attended for student senate president E. Kobeski. T. Miskelly also attended for the student senate. K. Smith attended for the Snapper. M. Homer attended for a journalism class.

Minutes

Senate approved the 5 December 1995 meeting minutes with the following correction: on page 3905, Vice-President for Academic Affairs, first paragraph, first line, change Dr. J. Bolder to Dr. J. Roller.

Reports

Chairperson's Report

Chairperson D. Eidam announced that R. Kerper will serve as senator for the Elementary and Early Childhood Education Department for the next two semesters. Also H. Fisher will serve as senator for the Sociology and Anthropology Department. Eidam said the Joint Senate Conference Committee has been asked to consider the finishing in four years issue. Instead of a regular SPARC meeting next Monday, there will be a retreat. Eidam may ask to put the meeting on the senate agenda. He has received many reports prior to the meeting.

Eidam distributed a handout (see Attachment A) concerning the major versus minor course and program modification policies. The governance manual does not clarify this issue and gives it to the Provost. Finally, on a social note, he noted the recent engagement of senator J. Lynch.

Student Senate

J. Bernstein substituted for student senate president E. Kobeski. She said that at the first meeting of the semester, student senate discussed the level of student activity fees. It voted to raise the activity fees. Student senates's allocation process is currently underway.

Administrative Officers

President

President J. Caputo said that we are in the State of Pennsylvania's traditional budget season. He said that this morning he had listened to Governor T. Ridge's budget message live. Caputo said that T. Madonna was the commentator before Ridge came on. Caputo said that Madonna gives Millersville significant exposure around the state. Caputo said the governor's address was one of his better presentations. Ridge said that Pennsylvania received \$600 million less from the Federal Government.

Ridge has recommended a flat budget for the SSHE. Caputo was relieved since he had been afraid that the governor might cut our budget. The governor rolled the tuition challenge grant into this year's budget and sustained all line items from last year. The budget provides exactly the same amount of money this year as last year in all areas.

Ridge said that this year's total state budget is smaller than last year's budget. This year state government spending will decrease by \$30 million. There was one chance of additional funding for higher education in the state budget, a \$7 million line item for instructional technology. The SSHE has asked to discuss the item with the governor.

Today launches the annual advocacy program. Tomorrow morning the presidents of the 14 SSHE schools will travel to Harrisburg to speak with legislators. The presidents try to gather intelligence about where the legislators stand on the budget. Together with APSCUF, they will try to get more dollars for higher education.

President Caputo asked for senate's help on a lighter matter. He said the Commencement Speaker Selection Committee proposed for the May Commencement that MU invite a serious actor, for example, Kevin McCarthy. McCarthy came to MU once before for the Arthur Miller theme. McCarthy would give a commencement address as Harry S. Truman. After he finished speaking as Truman, McCarthy would give a brief presentation as himself.

Vice-President for Academic Affairs

Provost F. McNairy welcomed senators back for the Spring Semester. She thanked senators and their colleagues for supporting the open house the past Saturday. The weather conditions caused MU to cancel one open house. Nevertheless, 75 students arrived the night before for that open house. The Admissions office conducted a mini-version of the open house for them. Many senators and their colleagues came to the mini-open house.

MU had close to 90 percent of the people invited to attend an honors luncheon.

MU is in the middle of its recruitment season for next year's freshmen. MU wants to make a more concerted effort to enhance the yield of students that apply and subsequently are accepted. MU continues to have large numbers of students who apply. We accept as regular admits about 50 percent of those who apply. We would like to look at the number of outstanding, topnotch students who accept MU in return.

The Provost met with Department Chairs yesterday to tell them that MU will use new strategies to enhance the yield of students. The strategies include phone calls from senators, department chairs, or students majoring in a department. Department chairs send a letter out to all students who have been accepted. Some departments will invite students to come and sit in on their classes. Alumni and student government officers will also contact the students. The hope is to connect the University with new students.

MU is in very competitive times; it does not just compete with the privates. Competition also comes from our sister schools in Western Pennsylvania. Edinboro, IUP, and Clarion have recruitment offices in our

region. They are seriously trying to increase the number of their students. We must be more assertive and aggressive in attracting students. MU will talk to senators through the department chairs about this.

The Provost discussed freshmen scheduling and the concerns of department chairpersons. Under the present scheduling system, second semester freshmen often do not visit advisors. Freshmen need to select their majors early in their academic careers. MU has looked at how to modify freshmen scheduling to address student and departmental needs.

MU will no longer provide students with a one-year schedule; instead it will only design the first semester schedule. It will require second semester freshmen to work with advisors to schedule the second semester. That will insure a better advising process and reduce the number of courses that students are adding and dropping in the Spring Semesters. MU will schedule freshmen immediately after seniors in the Spring so that the freshmen can obtain the courses they need. The Provost will provide more information at a later date.

Last summer MU developed three administrative task forces focusing on the audit of the schedule, curriculum, and complement. The task forces have completed their reports. MU is looking into the best method of sharing the information.

Finally Associate Vice-President for Academic Affairs J. Stager and the Provost met with R. Mainzer concerning outcomes assessment. The SSHE and Middle States place heavier emphasis on outcome assessment. MU does not know which departments are involved with outcomes assessment; it needs to determine what activities are taking place. The three individuals will work together with the General Education Committee.

Committee Reports

Academic Standards Committee

Chairperson J. Piperberg said the committee met January 17 and 18, 1996 (see Attachment B). He summarized the results of the committee's January meetings with students. 113 students were dismissed and 55 appealed their dismissals. The committee denied a larger number than usual of the appeals. Seven students requested and received academic amnesty.

University Theme Committee

Chairperson J. Piperberg said the committee had just solicited proposals for a theme for the 1999-2000 academic year. The committee has not received a suggestion at this point. The deadline for theme proposals is next Thursday. The committee named two themes last year. Please send suggestions to chairperson Piperberg in the Biology department.

Joint Senate Conference Committee

Chairperson J. Piperberg is trying to set up a meeting of the committee. The goal is to complete topics started last semester. One issue is the number of student representatives on each committee. The major issue now is looking at the possibility of forming a contract with students for graduation in four years. The Iowa State contract requires that students hit many requirements. Failing that, the agreement is null

and void. The committee will look at what terms both parties will have to honor. The Provot has given the committee a list of questions it should address.

University Honors Committee

Chairperson M Warmkessel said that B. Stengel of the Department of Educational Foundations has been named assistant director of the University Honors Program. She will be acting director next academic year.

The Academic Policies Committee

Chairperson B. Nakhai has one item to bring to senate--Academic Honesty and Dishonesty. The committee had no old business. New business involves credit for life experiences. After considerable discussion on the issue, the committee decided not to proceed with a proposal for senate. The committee will meet Wednesday, February 14, 1996. The registrar has spoken with Nakhai about some policy suggestions. Nakhai is waiting to receive the suggestions in writing.

General Education Review Committee

Chairperson R. Wismer said the committee completed the five year program review and has written a preliminary first report. The general education preliminary report is forty pages long. The committee will continue to work to improve it for the remainder of the semester. Wismer asked for senate's consent to release the report to the task force that is investigating the general education curriculum. Senate gave its consent.

Undergraduate Course and Program Review Committee

Undergraduate Course and Program Review Committee chairperson, T. Woo, introduced one new course and academic minor:

CHEM 476:

Environmental Chemistry II, a four credit hour C, Q, and L course to be first offered in the Spring of 1997.

Minor in Biochemistry:

a 25.0 hour new minor program.

Normally senate approves a new course in two meetings. Woo asked that senate approve the course in one meeting as an agenda item. Senate Chairperson D. Eidam asked for senate's unanimous consent to do so. Senate did not object to approving the course after one meeting.

Cooperative Education Committee

Chairperson W. Dorman said a Millersville University co-operative education student was chosen as the best co-op student of the year in the nation. He complimented D. Fleishman, head of the co-op office, for recommending the student to the national co-op organization. Fleishman received many complimentary phone calls from her peers around the nation. The student competed against co-op students from Drexel, Northeastern, and so forth.

Faculty Emeritus

An M. Margolis/F Erickson motion to recommend Associate Professor of Economics Secunderabad N. Leela for faculty emeritus status passed unanimously (see Attachment C).

Proposed Courses

Senate approved one undergraduate course

BIOL 463:

Virology, a new four credit hour course.

and the following graduate courses

NURS 586-587-588: 686-687-688:

Topics in Nursing, new 1-3 credit hours per course graduate courses.

Business

Senate Elections

Senate needed to elect its officers: a chairperson, chairperson pro tempore, and secretary for one year terms (1996-1997) beginning in September, 1996. C. McLeod/B. Nakhai nominated D. Eidam for chairperson. Senate elected Eidam by acclamation. F. Erickson/R. Wismer nominated J. Piperberg for chairperson pro tempore. Senate elected Piperberg by acclamation. R. Davis/B. Nakhai nominated M. Margolis for secretary. Senate elected Margolis by acclamation.

Senator M. Warmkessel nominated M. White for the open position for non-School representative to the General Education Review Committee. Senate elected White.

The following senate committee positions are currently vacant:

Humanities and Fine Arts representative to the Academic Policies Committee;

Social Sciences representatives to the Academic Outcomes Assessment, Academic Policies, and the UCPRC,

and an Alternate to the International Selection Committee.

Academic Honesty and Dishonesty at Millersville University

Academic Policies Committee chairperson B. Nakhai requested senate approve the committee's proposal (see Attachments B and C, pages 3885-92, of the 7 November 1995 meeting minutes) concerning academic honesty and dishonesty at MU. Page 3890 summarizes the proposal. Nakhai said the proposal defines academic dishonesty and categorizes the sanctions as major or minor. A long discussion followed with many senators participating.

A D. Hutchens motion to amend the first sentence of the second to last paragraph on page 3890 to say, "The student has the right to appeal..." instead of "The faculty member is obligated to apprise the student of his/her right to appeal..." passed. A C. Stameshkin motion to amend the third from the last paragraph on page 3890 passed. The amendment changes the number of academic dishonesty occurrences that will

trigger a review of the student's record from (3) to (1). At 5:45 PM senate ran out of time. A R. Wismer motion to suspend the rules and continue for five additional minutes passed. The main motion passed as amended.

Proposal for Minor Changes in a Curriculum - Returned to the Agenda

Undergraduate Course and Program Review Committee chairperson T. Woo asked that senate consider proposals for prerequisite changes in certain courses in the Mathematics Department (see Attachment A, Minor Changes in Curriculum, of the 21 November 1995 minutes). The changes ask for minimum grades of C or better. The proposed policy has been in effect in the Mathematics Department for several years. The earlier courses are prerequisites for the later courses. Chairperson D. Eidam will relinquish the chair when senate acts on the item.

Senate adjourned at 5:50 PM. The next meeting will be Tuesday, 20 February 1996, from 4:05 - 5:45 p.m. in Chryst 210.

Respectfully submitted,

Marvin Margolis, Secretary
Faculty Senate

Attachment D

Action Summary

6 February 1996

1. Course Approvals

Senate approved one undergraduate course

BIOL463: Virology, a new four credit hour course

and the following graduate courses

NURS586-587-588: 686-687-688: Topics in Nursing, new 1-3 credit hours per course graduate courses.

2. Faculty Emeritus

Senate recommended Associate Professor of Economics Secunderabad N. Leela for faculty emeritus status.

3. Faculty Senate Elections

Senate elected D. Eidam chairperson, J. Piperberg chairperson pro tempore, and M. Margolis secretary for one year terms (1996-1997) beginning in September 1996.

Senate elected M. White to the open position for a non-School representative to the General Education Review Committee.

4. Academic Honesty and Dishonesty at Millersville University

Senate approved changes to the governance manual that define academic dishonesty and categorize the sanctions as major or minor. Senate amended the original motion twice.

Attachment A
Faculty Senate Minutes
6 February 1996

TO: Dr. Behnam Nakhai,
Academic Policies Committee Chairperson

FROM: Don Eidam

DATE: 26 January 1996

RE: *Governance Manual*: Course and Program Modification Policies

I ask you to place consideration of these policies on the Committee's agenda. I call your attention to (1) the following extract (p. 86-87) from the *Governance Manual*:

Course and Program Modification Policies

1. Minor modifications in course emphasis but sufficient to require a change in the catalog description:

- a. Requires approval of the department offering the course and the appropriate school curriculum committee.
- b. If the course is required for majors in other departments, these departments should be consulted.
- c. For courses required of all University students, or all students pursuing a particular degree (e.g. B.S. or B.A.), approval by the Course and Program Review Committee is also required.

2. Major modifications in course content and/or deletion by the department of an existing course:***

- a. Requires[sic] approval of the department offering the course, the appropriate school curriculum committee and the Course and Program Review Committee. When a course is deleted from a department's offerings or when a label is removed from a course, the chair of the appropriate school committee shall inform the Undergraduate Course and Program Review committee of such action. The chair of the Undergraduate Course and Program Review Committee will then communicate that action to Faculty Senate.
- b. If the course is required for majors in other departments, these departments must be consulted.
- c. For courses required of all University students, or all students pursuing a particular degree, Faculty Senate approval is also required.

3. Changes in curriculum

- a. Minor changes require approval of the department administering the program as well as the appropriate school curriculum committee. Major changes in a departmental

program require approval of the Course and Program Review Committee.

b. Other departments affected by the change should be consulted.

c. For minor changes affecting the requirements of all University students, or all students pursuing a particular degree, Course and Program Review Committee approval is required. Major changes also require approval of the Faculty Senate.

Questions regarding whether a change is to be regarded as major or minor shall be referred to the provost and vice president for academic affairs.

4. Course and programs in undergraduate, graduate, and in-service teacher education shall be reviewed and approved by the Teacher Education Council after approval by a school curriculum committee but before approval by Faculty Senate.

(2) the matrix, "Summary of Procedures", following this extract in the *G.M.*; and

(3) my 11/1/95 letter to the Provost (p. 3884, Senate Minutes).

After consultation with Deans' Council the Provost has elected to refer this matter to Senate, and your Committee is the appropriate one to make recommendations on it to Senate. Specifically, I ask you to address the following, as well as any other points your Committee in its wisdom finds problematical:

(i) What are the criteria for determining whether changes in curricula are "minor" or "major"? There are in fact none stated in the above box. Is the matrix intended to implicitly state the criteria?

(ii) Who or what committee makes the initial determination as to whether a change in curriculum is "minor" or "major", and at what stage in the approval process? The bod-faced statement above implies that the Provost has the burden of making each call, and making it in the absence of criteria.

Disagreements with respect to (i) and (ii) have arisen as recently as last fall.

(iii) {less of a problem} The criteria for approvals of course modifications in 1.-2.

above seem clear, but the matrix speaks of changes "affecting" categories of students.

Do not almost all course changes potentially affect all students since most courses are open to all qualified students?

Thanks for considering this.

***Faculty Senate last year clarified the procedure for course renumbering thus: if the level of the course is changed (e.g., from 100-level to 200-level) then the change is major; else it is minor.

Millersville University, Faculty Senate

To: Faculty Senate
 From: Joel B. Piperberg, Chair, Academic Standards Committee
 Date: February 6, 1996

Fall 1995 Report of the Academic Standards Committee

1. The Academic Standards Committee met on January 17 and 18, 1996 from 8:30 AM until 5:00 PM to hear the appeals of those students dismissed at the end of the Fall 1995 semester. The following table summarizes the results for this semester.

CATEGORIES	NUMBER (PERCENTAGE)
Total number of dismissals	113
Total number of appeals	55 (49% of dismissals)
Number of appeals granted	32 (58% of appeals)
Number of dismissals upheld	23 (42% of appeals)

DEMOGRAPHICS OF DISMISSED STUDENTS

A. Race and Gender Data*--The self-reported racial identification of the dismissed students appears below:

41% females 82% white 4% Hispanic
 59% males 12% African-American 2% Asian

B. School of Students Dismissed*

(%) of Students	School	Mode	Major
41%	HMSS	BUAD	
19%	SCMA	BIOL	
17%	EDUC	PSYC	
24%	NONE	UND	

MAJOR	# OF STUDENTS	MAJOR	# OF STUDENTS
Undecided	27	Ind. Tech.	3
Business	14	OSHM	3
English	9	Sociology	3
Biology	7	Social Work	3
Psychology	5	EDTE	2
Art	4	Meteorology	2
Computer Science	4	Social Studies	2
Elem. Ed.	4	Geography	1
Math	4	International Studies	1
Communications	4	Music	1
History	3	Political Science	1

*Data were provided by the Registrar's Office.

Every student received verbal notification of the Committee's decision immediately following their hearing and a formal (written) notification approximately one week

later from the Committee Chairperson. Students whose appeals were granted received recommendations appropriate to their needs (e.g., counseling, academic advisement, career planning, repeating courses, etc.) in order to assist them in quickly reestablishing a satisfactory academic standing.

2. The Committee also heard seven requests for readmission to the University under the terms of the Academic Amnesty policy. All seven requests were approved by the Committee and notification of the Committee's approval was sent to the Registrar.

Attachment C
Faculty Senate Minutes
6 February 1996

TO: Faculty Senate

FROM: Economics Department

RE: Resolution for Emeritus Status for Associate Professor Secunderabad N. Leela

DATE: February 2, 1996

RESOLUTION

WHEREAS: Secunderabad N. Leela, Associate Professor: Economics Department, retired as of January 5, 1996, after 27 years of service to Millersville University; and

WHEREAS: Professor Leela has been a dedicated member of the Economics Department; and

WHEREAS: Professor Leela taught seven different Economics courses during her teaching career including International Economics, Environmental Economics, and Asian Economics; and

WHEREAS: Professor Leela successfully introduced "Women and Global Economic Development"; an undergraduate course approved Fall, 1995; and

WHEREAS: Professor Leela provided leadership as Acting Director of the Center for Economic Education; and

WHEREAS: Professor Leela served as department Senator for 8 years; and

WHEREAS: Professor Leela served as an academic advisor to numerous students; and

WHEREAS: Professor Leela demonstrated high professional standards in guiding students to present papers at student research conferences; and

WHEREAS: Professor Leela served as either a member or chair of numerous University committees including the international Studies, Social Studies Curriculum, and 1996-97 Academic Theme Committees; and

WHEREAS: Professor Leela served as either a member or chair of numerous department committees including the Search, Promotion and Tenure, and Curriculum Committees; as well as secretary at Department meetings; and

WHEREAS: Professor Leela published papers on Asian economics and presented papers at conferences;

THEREFORE, BE IT RESOLVED: That Associate Professor Secunderabad N. Leela be granted the honorary title of Associate Professor of Economics Emeritus.

Attachment D

Faculty Senate Minutes

6 February 1996

TO: Faculty Senate
FROM: Don Eidam
RE: Senate Directory, Spring 1996

DEPARTMENT	SENATOR	PHONE	E-MAIL	TERM EXPIRES	ALTERNATE(S)
Art	L. Ragouzeos	3311		97	Sykes
Biology	J. Piperberg	3273	jpiperbe@marauder	97	Parks
Business Administration	B. Nakhai	3753		98	Guo
Chemistry	R. Wismer	3661		96	Rickard
Communications & Theatre	W. Dorman	3236	wj_dorman@daffy	97	Umble, Williams
Computer Science	D. Hutchens	3838	hutchens@cs	98	Ross
Counseling & Human Dev.	J. Lynch	3122	jlynch@mu2	97	Backels
Developmental Studies	C. McLeod	3257	cmcleod@cris.com	96	all others in dept.
Earth Sciences	Y. Soong	3289	yssoong@seahorse	98	Clark
Economics	M. Margolis	3561	margolis@mu2	98	Suliman
Educational Foundations	F. Erickson	3835	ferickso@marauder	97	Desmond
Elem. & Early Childhood Ed.	R. Kerper***	2447	rkerper@marauder		97 Meckley
English	M. Rosenthal	3813		97	Schneller
Foreign Languages	O. Iglesias	3530		96	Borger-Reese
Geography	S. Thompson	3953	sthompso@mu2	97	Geiger
Health & Physical Education	S. Peters	3401		95	Fritz, Ruszak
History	S. Suziedelis	3581		96	Benson
Industry & Technology	J. McCade	3883	jmccade@mu2	97	Johnson
Library	M. Warmkessel	3618	mwarmkes@marauder	97	Tribit
Mathematics	D. Eidam	3004	deidam@marauder	96	Fenwick
Music	M. Houlahan	2197		96	Moyer
Nursing	R. Davis	2183		98	Zimmerman
Philosophy	C. Stameshkin	3052		96	all others in dept.
Physics	C. Price	3412	cwprice@marauder	98	Grosh

Political Science	K. Bookmiller	3837	kbookmil@mu3	96	Greenawalt
Psychology	T. Woo	3088		98	Smedley, Grosh
Social Work	R. Fulmer	3979		96	Kruse
Sociology & Anthropology	H. Fischer***	3568	hfischer@mu2	96	Casselberry
Special Education	R. Mainzer	2160		98	all others in dpet.
(Parliamentarian)	C. Scharnberger	3295	cscharnb@marauder		

ORGANIZATION

**SENATE
REP.**

APSCUF-MU	S. Centola	3110	uncy37@prodigy.com		
Student Senate	E. Kobeski	3513	stsenate@marauder		
Student Senate	L. Drewniany	3513	stsenate@marauder		
Student Senate	R. Hoffman	3513	stsenate@marauder		
Student Senate	J. Ishler	3513	stsenate@marauder		
Student Senate	T. Miskelly	3513	stsenate@marauder		