Minutes

Faculty Senate Meeting

17 February 1998

Chairperson D. Eidam called the meeting to order at 4:07 p.m. in Chryst 210. All departments except Art, Computer Science, and Counseling and Human Development were represented.

MINUTES

The minutes of the 3 February meeting were approved as distributed.

REPORTS

Chairperson

D. Eidam reported that due to illness B. Schneller was unable to attend today's meeting. S. Suziedelis is on sabbatical this semester; F. Bremer is acting senator for the History Department.

The newly approved Academic Proposal form will be attached to today's minutes. (Attachment 1)

At the next Senate meeting we must elect a chair of the International Studies Curriculum Committee and of the University Honors Program Committee. Both incumbents are eligible for reelection.

Student Senate

M. Dinofia mentioned that the Student Leadership banquet was held at Millersville with 100 attendees. President Caputo was the keynote speaker. Student senate members will attend a conference at Kutztown in March and Millersville will host a conference later in the spring semester. Next week she and President Caputo will represent Millersville at a meeting in Harrisburg.

Student Senate has begun the budget allocation process.

Graduate Student Organization

Lori Ramp spoke about plans to rejuvenate the Graduate Student Organization. She is a graduate assistant in the Psychology Department, has an office in Byerly and can be reached at x2359.

Administrative Officers

Provost

Provost McNairy reported on the recent meeting of SPARC. Millersville must reduce its base budget by $2 million because of adoption of the new formula. SPARC has discussed possible principles that are prudent and not capricious. 78% of the budget is allocated for personnel costs. Vice President Rydell will meet with all administrators and all school councils to make sure that everyone understands the situation.

Middle States will visit in the spring of 2000. SPARC will serve as the steering committee for the Middle States self study.

An official open house for Lyle Hall will be held on Thursday March 5 from 3-6 p.m. On Friday, March 6 from 9-11 a.m. Richard Kelling, MD will be here to talk with members of the academic community about issues of students and alcohol abuse. Invitations to both of the above events will be sent to all faculty.

Committees

Undergraduate Course and Program Review Committee

R. Wismer presented the following proposal under the one-meeting rule:

Change in policy for completion of the Social Work major

Graduate Course and Program Review Committee

R. Kerper presented one course under the one-meeting rule:

EDUC 533: Nonfiction Literature and Literacy (a 3-credit graduate course)

Academic Theme Committee

J. Piperberg reported that the committee had received three proposals for the 2000-2001 academic theme.

Faculty Emeritus

In the interest of time and with a long agenda, the resolutions for emeritus status for two faculty members were not read aloud.

A Piperberg/McCade motion to recommend Professor of Biology Syd Radinovsky for emeritus status passed. (Attachment 2)

A Piperberg/Yelagotes motion to recommend Professor of Biology Samuel J. Ha for emeritus status passed. (Attachment 3)

Proposed Courses

Senate approved one graduate course:

BIOL 663: Virology

Business

Elections

Secretary of Faculty Senate: No nominations were made from the floor. Chairperson Eidam read a letter from J. Alden, alternate senator from the English Department volunteering to serve as secretary. A Mowery/Luek motion was made to elect J. Alden as secretary of Faculty Senate effective with the next meeting. The term will extend through August 31, 1999. The motion carried.

Chair of the Academic Policies Committee: With no nominees from the Senate, R. France, a senior member of the committee will continue as acting chair.

Humanities Representative to General Education Review Committee: J. Byrne and E. Masciale were nominated to fill B. Duncan's vacated position. J. Byrne was elected by written ballot. A second vacancy for a Humanities

representative to the General Education Review Committee was announced. This position will be advertised and an election held at the 3 March meeting of Senate.

Report on Student Satisfaction Survey

J. Revelt presented selected results of the survey that was conducted by Millersville's Center for Public Opinion under contract to the State System of Higher Education. Four hundred students were called from each of the fourteen institutions. In general, Millersville students are very happy with the instruction they receive and pleased with university staff. Weak areas are academic advisement and, especially, registering for classes.

Curricular Recommendations

Deans' Council has recommended that the options policy be revised. A Piperberg/Kruse motion was made to approve the recommendation that departments can request that at least half of work in an option must be completed at Millersville. the previous motion from Senate had required this for all departments, but this would pose a problem for some departments because of articulation agreements with other institutions. The motion carried.

Definition of QPA

After brief discussion Senate passed the motion from Academic Policies Committee regarding determination of Q.P.A. in the major. (See Attachment 2 of 2 December 1997 minutes.)

Music Department Proposal

A Houlahan/Dorman motion introduced a proposal from the Music Department (see Attachment 3 of 2 December 1997 minutes) to change the wording of the Governance Manual regarding maximum number of courses counting for general education. Music Department would prefer to have statement refer to number of credits rather than number of courses. Discussion focused on possible problems and misinterpretations this change would create. A Wismer/McCade motion was made to ask the Academic Policies Committee to deal with the entire issues of how to count general education courses which are not 3 credits and determine how they fit into the maximum of 2 courses in one department rule. The motion carried.

Information Technology Competencies for Students

This issue which came from the Technology Vision Task Force's report was referred to Senate by Deans' Council. Discussion centered on which committee should address the topic. C. Stameshkin informed Senate that the General Education Review Committee, through its focus groups, is already working on information technology objectives related to general education. There may be other information technology competencies that do not relate to general education. So far the General Education Review Committee has integrated information technology competencies into other competencies.

A Stameshkin/Piperberg motion was made to refer this issue to the General Education Review Committee. Discussion followed on how information technology competencies are parallel to writing courses, being diffused in both general education and non-general education courses. A suggestion was made that the General Education Review Committee consider establishing a new focus group specifically to explore issues of information technology competencies. The motion carried.

The meeting adjourned at 5:45 p.m.

Marjorie M. Warmkessel
Acting Secretary

Action Summary
17 February 1998

I. Faculty Emeritus

On a Piperberg/McCade motion Senate granted faculty emeritus status to Professor of Biology Syd Radinovsky

On a Piperberg/Yelagotes motion Senate granted faculty emeritus status to Professor of Biology Samuel J. Ha

II. Course Approvals

Senate approved BIOL 663: Virology (a 3-credit hour graduate course) under the one-meeting rule.

III. Elections

Senate Secretary: On a Mowery/Luek motion, Senate elected Jane Alden, alternate senator from the English Department, secretary of Senate through August 31, 1999.

Humanities Representative to General Education Review Committee: Jamie Byrne (Communication and Theatre) was elected to fill a vacated term that expires in 1999

IV. Business

Curricular Recommendations: On a Piperberg/Kruse motion Senate approved Deans' Council's recommendation that departments can request that at least half of work in an option must be completed at Millersville.

Definition of QPA: Senate approved a motion from Academic Policies Committee clarifying the definition of Q.P.A. in the major.

Music Department Proposal: On a Wismer/McCade motion Senate referred the issue of how to count general education courses which are not 3 credits and determine how they fit into the maximum of 2 courses in one department rule to the Academic Policies Committee.

Information Technology Competencies: On a Stameshkin/Piperberg motion Senate referred the issue of information technology competencies for students to the General Education Review Committee.

Attachment 2
Faculty Senate Minutes
2 December 1997

To: Faculty Senate

From: Kirsten Bookmiller, Chair
        Academic Policies Committee

Date: 3 December 1997

Re: Determination of Major Q.P.A.

Motion:

That the university universally adopt the following statement concerning determination of major Q.P.A.:

"The major Q.P.A. includes all core courses, major electives, and any other major courses taken beyond the minimum requirements for the major. Required related courses are not included in this calculation."

Rationale:

DARS, *Governance Manual* and the undergraduate catalog are all slightly inconsistent (and to some extent incomplete) in conveying to students and faculty how the major Q.P.A. is actually determined.

TECHNOLOGY VISION TASK FORCE DRAFT PLAN
SUMMARY

One of the primary challenges of the 21st century is to effectively integrate information technology into the teaching and learning process. The information technology plan presents a vision of what our teaching and learning environment should look like in the next century. It outlines many of the key issues that must be addressed in order for the University to move toward that vision.

The current technology environment at the University has many notable features, which are the results of the efforts by many people over the years and extensive funding support from the University. These include:

- Stable fiber-optic backbone installed at a fraction of the cost at other universities
- Academic Affairs policy and budget to provide every new faculty member with a state-of-the-art workstation at the desktop
- 12 computer labs located in key buildings
- two year program to connect every dormitory room to campus network
- modern student information system
- new integrated administrative information system that runs in a client server environment
- modern automated library system
- campus wide information system (CWIS)

At the same time the task force and the University community recognize the existence of numerous problem areas in our technology environment that must be addressed. These include:

- growing problem providing adequate user support
- lack of coordinated and on-going training programs for University staff and training for technical staff
- lack of University-wide hardware/software standards
- current split organizational structure
- lack of budget process for systematic future replacements
- existence of too many automation committees with little communication or coordination
- incomplete inventory of current state of technology across campus
- technology gap in access capability and skill levels among faculty and staff
- lack of University-wide planning for technology in the classroom

- slowness in adopting distance education

RECOMMENDATIONS FOR NEXT 12 MONTHS

- Hire vice president for information technology and use consultant to develop job description and conduct the search
- Hire consultant to evaluate skills and knowledge base of all staff in Academic Computing and CIT
- Establish and communicate hardware and software standards
- Establish criteria for rewarding faculty and staff who learn and effectively utilize information technology
- Provide time and resources to develop a Professional Development center which incorporates information technologies
- Expand existing orientation programs for new faculty, staff, and students to provide understanding of information technology resources
- Identify information technology competencies that students should achieve by graduation and integrate them into the curriculum