

## **Minutes**

### **Meeting of the Faculty Senate**

**April 4, 2000**

Chairperson Piperberg called the meeting to order at 4:10 PM in Chryst 210. All departments were represented with the exception of the following: Academic Advising, Chemistry, Earth Sciences, Political Science, and Sociology-Anthropology.

#### **Report of the Faculty Senate Chairperson**

##### *Announcements*

1. Chairperson Piperberg announced that the March 7 meeting Minutes were on the table and that their approval would wait until the beginning of the April 18 meeting of the Senate.
2. Chairperson Piperberg reminded faculty that Senate will adjourn early at the next meeting to allow ample time to attend the workshop on outcomes assessment at 5 PM.
3. He also reminded Senators in the departments of Art, Biology, Communication & Theatre, Counseling & Human Development, Ed Foundations, Elementary Education, English, Geography, Industrial Technology and Library that elections need to be held before the end of May for Senators and alternates.
4. Chairperson Piperberg said that he had received a memo from the provost over Spring Break indicating approval of the following Senate curricular recommendations:

##### **New Undergraduate Courses**

- HIST 105 - Introduction to the Craft of History, effective Fall 2000.
- HIST 106 - Contours of United States History, effective Fall 2000. (This course replaces HIST 103 & HIST 104. Since those two IST courses are required for the BS Social Studies Major and for 106 - Contours of United States History, effective Fall the Minor in History, their elimination will necessitate changes in the requirements for these two majors be processed as minor changes through the Social Science Curriculum Committee, the Dean and the Associate Provost for /minors. These changes will Academic Administration.).
- HIST 406 - Senior Seminar, approved Fall 2000.
- ELED 325 - The Teaching of Literacy, Process, Skills, and Strategies, approved effective Fall 2000.

##### **Changes in Courses/Curricula**

Revision of the BA in History to increase the number of required credits from 36 to 42 and to eliminate the area of concentration requirement, approved effective Fall 2000.

##### **Changes in Course Prerequisites**

EDUC 333 - Children's Literature - addition of the following prerequisites: EDFN 241 (Psychological Foundations of Teaching) or PSYC 227 (Development of the Child & Adolescent) or PSYC 228 (Life Span Human Development), approved effective Fall 2000.

### **Changes in Course Labeling**

Allow MUSI 499, Departmental Honors in Music to satisfy the Advanced Writing requirement in General Education, approved Fall 2000.

5. The June meeting of the Senate will be held at 3 PM on June 13 in the Myers Auditorium of McComsey Hall.
6. Chairperson Piperberg directed faculty to the proposal from some student honor societies asking permission for their members to wear stoles during the Commencement (Attachment A1 Attachment A2 Attachment B). Presently, only those receiving University & Departmental Honors are allowed to wear such decorations at the Commencement ceremony. We will consider this proposal at our next meeting.
7. The Faculty - Student Athletic Committee has voted to recommend a change in the wording for membership on the Committee (see Attachment C). Two specific changes have been suggested:
  - a. The wording "Three non-coaching faculty members are elected by the Faculty Senate for overlapping terms of three years" will be changed to "Three faculty members *who do not have assigned responsibilities in the athletic program* are elected by the Faculty Senate for overlapping terms of three years."
  - b. Change from "The Chairperson is a faculty senator elected by faculty Senate at the first senate meeting of the Fall semester for a three-year term, provided he/she retains Senate membership. This person is in addition to the three non-coaching faculty members elected by Faculty Senate" to "*The Chairperson is a faculty senator, who does not have assigned responsibilities in the athletic program*, elected by Faculty Senate at the first senate meeting of the Fall semester for a three-year term, provided he/she retains Senate membership. This person is in addition to the three faculty members, *who do not have assigned responsibilities in the athletic program*, elected by Faculty Senate."

These changes will preserve the intent of the original membership and, at the same time, prevent potential conflicts of interest.

### **Report of the Student Senate President**

Student Senate President Baker announced that: (1) the Senate Coalition Conference to be held at Elizabethtown College on April 9, 2000; (2) on April 10, 2000, the final Dialogue on Race would be held; (3) a students rights committee has been formed to develop the argument that students may choose to stay at college beyond the expected four-year period; and (4) student senators were present at the meeting to argue against the proposed shortening of the add/drop registration period.

### **Report of Administrative Officers**

- Provost McNairy reminded faculty to review the Honors College Proposal. She also expressed appreciation for Dr. Osborn's contribution in establishing the Honors Program.
- Dr. Stager reported that registration was going very smoothly. He added that less manpower and funding was required to operate the new phone registration system. He added that the reinitiated degree audit system has been also very successful thus far.
- Dr. Phillips reported that DARS training went well and that Academic Advisement has completed its training in voice registration.

**Report of the Graduate Student Organization President** None.

### **Reports of the Faculty Senate Standing Committees**

Dr. Fenwick announced that more proposals were "on the way" and introduced the following proposals:

- CSCI 101 – Introduction to Problem Solving with Computers. Proposal for an increase from 3 to 4 credits. Effective Spring 2001 (date is different from that on the proposal).
- Bachelor of Fine Arts Certification.
- Studio Art Minor.
- Art History Minor.
- Bachelor of Arts in Physics with an Emphasis in Philosophy, a new Physics Option.
- PSCI 314 – Judicial Process. Proposal for the addition of a G3 label.
- ESCI 321 – Structural Geology. Proposal to add the "W" designation.

Dr. Dorman spoke briefly about the Cooperative Education Committee hosting students from abroad.

### **Reports of the Faculty Special Committees**

Dr. Schreiber reported that the Honor Code Ad Hoc Committee had their first meeting the previous week and that members had begun preliminary investigation of the plausibility and feasibility of an Honor Code at Millersville as mandated in the Committee charge.

### **Proposed Courses and Programs**

1. NEW UNDERGRADUATE COURSE – **approved**  
ITEC 427 - Designing Industrial Control Systems, 3 credits. Elective for EDTE and ITEC majors and ITEC General and Mechanical minor options. Effective Fall 2000.
2. CHANGE IN COURSES/CURRICULA – **approved**.  
Add the following statement to the "Requirements and Policies" for the following degree programs: BS. in Chemistry, BS. in Chemistry - Polymer Chemistry Option, BS. in Secondary Education - Chemistry, BA. in Chemistry, and BA. in Chemistry Cooperative Engineering, Associate Degree in Chemistry.

"Chemistry majors are required to have a 2.0 grade or better in Chemistry courses required for the major at the 100 and 200 level before proceeding to a course for which it is a prerequisite. Currently, these courses include CHEM 111, 112, 231, 232, 251, & 265. A C-grade in these courses is therefore not acceptable."

**Faculty Emeritus** None.

**Elections: Chairperson of Honors Program Committee and Ad Hoc Honor Code Committee Members**

- Dr. Richard Glenn from Political Science was nominated to be Chair of the Honors Program Committee. The nominations were closed and there was a motion to instruct the Secretary to cast a ballot in favor of Dr. Glenn's election. The motion passed unanimously.
- Chairperson Piperberg requested nominations for members of the Ad Hoc Honor Code Committee. Dr. John McLarnon of the History Department was nominated. After hearing no further nominations, the nominations were closed and there was a motion to instruct the Secretary to cast a ballot in favor of Dr. McLarnon's election. The motion passed unanimously.
- Vacancies still exist for this committee and nominations will be in order at the next meeting.

**Vote on the Referral of the Proposed Revision of the M.Ed. Professional Core back to the GCPRC Committee**

The motion to refer the proposed revision of the M.Ed. Professional core back to GCPRC was moved and seconded. The motion passed unanimously.

**Vote on the Four Academic Policies Proposals**

The full statement of the policies discussed below are attached to the March 7, 2000 Minutes of Faculty Senate.

*Policy #1* states that the minimum credit requirements for two-year college transfers "satisfy the minimum residence requirement of one year, including 30 semester hours of course work (in addition to student teaching for education students. The minimum requirement for transfers from a two-year college is 60 semester hours at Millersville University. " Additionally, the Committee has recommended that this policy be reviewed in the year 2005. The motion passed unanimously.

*Policy #2* limits, to 4 courses or 13 credits (whichever is less), the number of courses/credits for which students on academic probation may register. The policy states that "...such students are not allowed to pre-register (register) for more than 4 courses or 13 credits, whichever is less, in any term, session or semester unless they have the written permission of the advisor, chair, head of Academic Advisement or appropriate designee." The motion passed unanimously.

*Policy #4* recommends that "with a cumulative quality point average of 2.0 or better" be removed from the current policy dealing with transfer credit. Students with cumulative quality point

averages of less than 2.0 would now be allowed to transfer credits to Millersville. The motion to approve the policy change passed unanimously.

In *Policy #3*, the Committee recommended several changes in the policies for student registration relative to the add/drop period. There was a long discussion covering the advisability of passing this proposal. Students voiced their discontent with the proposed changes, which include a shortening of the add/drop period. Dr. Phillips articulated one rationale for abbreviating the add/drop period. She stated that some places in certain courses have been occupied by students who eventually drop the course at a time when those wishing to add the course can no longer do so. Making the add and drop deadlines the same might make it possible for students wishing to add such courses to do so. Faculty also voiced other concerns among which was the elimination of the requirement for faculty signatures for a student to drop or add a course. After further discussion, a motion to refer the proposal back to the Academic Policies Committee for further refinement and review was seconded and passed with one dissenting vote. Many faculty expressed the desire that open forums and further conversations where both students and faculty could debate the matter be held prior to a vote on the policy when it is resubmitted.

### **Other /New Business**

Dr. Susan Luek presented for discussion a proposal from the Psychology Department (Attachment D) expressing concern with administrative changes to the registration process which "undermine the advising system by reducing the role of faculty academic advisors in the process." It is requested that the process be "modified" to include the advisors in that process. There was a discussion over whether the issue was a "contractual" matter. Dr. Warmkessel remarked that the issue had already been discussed at two APSCUF "Meet & Discuss" meetings and had been presented at a recent Representative Council meeting. There followed a discussion of the "Gate Keeper Role" of the advisor in student advising and registration. There was some concern voiced about the advisability of changing a student's course schedule as a "punitive tool" on the part of the advisor as "Gate Keeper". The discussion was a valuable one and was suggested that a vote on the proposal was not appropriate at this time.

Chairperson Piperberg said that Dr. Dan Anna's request for a program name change would be put on the agenda for the April 18, 2000 Faculty Senate meeting (Attachment E).

The meeting adjourned at 5:40 p.m.

Respectfully Submitted,

Jen Miller

Recorder

## Action Summary

### Faculty Senate Minutes

April 4, 2000

---

1. ITEC 427 (new course) – approved.
2. Addition of the following statement to the "Requirements and Policies" for the following degree programs: BS. in Chemistry, BS. in Chemistry - Polymer Chemistry Option, BS. in Secondary Education - Chemistry, BA. in Chemistry, and BA. in Chemistry Cooperative Engineering, Associate Degree in Chemistry.

"Chemistry majors are required to have a 2.0 grade or better in Chemistry courses required for the major at the 100 and 200 level before proceeding to a course for which it is a prerequisite. Currently, these courses include CHEM 111, 112, 231, 232, 251, & 265. A C- grade in these courses is therefore not acceptable." – approved.

3. Dr. Richard Glenn was elected to serve as Chair of the Honors Program Committee.
4. Dr. John McLarnon was elected to serve as a member on the Ad Hoc Honor Code Committee.
5. Referral of proposed revision of the M. Ed. Professional Core back to GCPRC passed unanimously.
6. *Policy #1* states that the minimum credit requirements for two-year college transfers "satisfy the minimum residence requirement of one year, including 30 semester hours of course work (in addition to student teaching for education students. The minimum requirement for transfers from a two-year college is 60 semester hours at Millersville University. " Additionally, the Committee has recommended that this policy be reviewed in the year 2005. The motion passed unanimously.
7. *Policy #2* limits, to 4 courses or 13 credits (whichever is less), the number of courses/credits for which students on academic probation may register. The policy states that "...such students are not allowed to pre-register (register) for more than 4 courses or 13 credits, whichever is less, in any term, session or semester unless they have the written permission of the advisor, chair, head of Academic Advisement or appropriate designee." The motion passed unanimously.
8. *Policy #4* recommends that "with a cumulative quality point average of 2.0 or better" be removed from the current policy dealing with transfer credit. Students with cumulative quality point averages of less than 2.0 will now be allowed to transfer credits to Millersville. The motion to approve the policy change passed unanimously.
9. In *Policy #3*, the Committee recommended several changes in the policies for student registration relative to the add/drop period. A motion to refer the proposal back to the Academic Policies Committee for further refinement and review was seconded and passed with one dissenting vote.







**Attachment B**

**Faculty Senate Minutes**

**April 4, 2000**

---

To: Dr. Piperburg, Faculty Senate  
From: Andrea Rowe: President-Phi Sigma Pi  
Re: Honor Stoles for graduating seniors  
Date: 3/30/00

Dear Dr. Piperburg,

I am writing this letter on behalf of Phi Sigma Pi National Honor Fraternity. Phi Sigma Pi is a co-educational honor/service organization that was founded 66 years ago on the ideals of scholarship, leadership, and fellowship. We are requesting permission from the Faculty Senate to wear honor stoles at the commencement ceremonies. The honor stoles, black and gold in color, will include Millersville University's crest on one side and the Phi Sigma Pi greek letters on the other side. The members of our Chapter take great pride in our organization, and hope the Faculty Senate will grant us approval to display our pride on graduation day. Thank you for your consideration of this matter.

Sincerely,

Andrea E. Rowe

President- Phi Sigma Pi

---

**Attachment C**  
**Faculty Senate Minutes**  
**April 4, 2000**

---

To: Dr. Joel Piperberg  
Chairperson, Faculty Senate

From: Richard Frerichs, Faculty Student Athletic Committee, Chairperson

Date: March 9, 2000

At the February 11 meeting of the Faculty Student Athletic Committee (FSAC), the committee voted to recommend a change in wording for membership on the FSAC.

The two specific areas where change was approved were under membership;

lb- Change from - "Three non-coaching faculty members are elected by the Faculty Senate for overlapping terms of three years"

to

Three faculty members *who do not have assigned responsibilities in the athletic program* are elected by the Faculty Senate for overlapping terms of three years.

and

1 g- Change from - "The chairperson is a faculty senator elected by Faculty Senate at the first senate meeting of the fall semester for a three year term, provided he/she retains Senate membership. This person is in addition to the three non-coaching faculty members elected by Faculty Senate."

to

The chairperson is a faculty senator, *who does not have assigned responsibilities in the athletic program*, elected by Faculty Senate at the first senate meeting of the fall semester for a three year term, provided he/she retains Senate membership. This person is in addition to the three faculty members who do not have assigned responsibilities in the athletic program elected by Faculty Senate.

The Faculty-Student Athletic Committee serves as a vehicle to provide input from persons outside the athletic program into the policy and procedures of the athletic program. Originally the term "non-coaching" provided the language to assure input from those persons outside the

athletic program. With the expansion of faculty members who have assigned responsibilities in the athletic program, outside of coaching responsibilities, the committee wishes to preserve the intent of the original membership and is recommending the change in membership criteria.

**Attachment D**  
**Faculty Senate Minutes**  
**April 4, 2000**

---

MOTION FROM THE PSYCHOLOGY DEPARTMENT

Meeting of April 3,2000

We request our Senator and our Members of the Representative Council to convey the following statement to each body.

We wish to express our concern with the administrative changes to the registration process which have undermined the advising system by reducing the role of Faculty academic advisors in the process. We recommend that the process be modified so that advisors are put back into the process.

We believe this is important for two reasons. We can help prevent students from making costly errors in course selection and we feel very strongly that the human relationship with an academic advisor is worthwhile maintaining. We are mentors. We are an important part of a student's support system. This is crucial to student retention.

In 1999, the Department chairs approved a procedure that was designed to ensure contact with the Faculty advisor. Subsequent changes were made unilaterally by the Administration. Academic advising is Bargaining Unit work.

We note the Administration's set of reasons given for recent changes in the system. We are not persuaded by them. It is not our purpose to offer a refutation to the set of reasons given. Instead we recommend that this issue be addressed at Local Meet and Discuss.

**Attachment E**  
**Faculty Senate Minutes**  
**April 4, 2000**

---

**To:** Dr. Joel Piperburg, President  
Faculty Senate

**From:** Dr. Dan Anna, Program Coordinator  
Occupational Safety & Hygiene Management

**Date:** 4/4/00

Re: Request for a program name change

Attached is a recommendation to change the name of the Occupational Safety & Hygiene Management program to Occupational Safety & Environmental Health. This change was discussed by the Department of Industry & Technology Curriculum Committee, and then approved unanimously by the department faculty at the March 6 Industry & Technology Department meeting. Dr. Ben Berhow, Dean of the School of Education, has reviewed this recommendation and his written statement of support is attached.

If you have questions regarding this recommendation, please contact me at x3334 or by email at [dan.anna@millersville.edu](mailto:dan.anna@millersville.edu).

Thank you for considering this request.

---

Department of Industry & Technology

Millersville University

Recommendation:

Change the name of the program from Occupational Safety and Hygiene Management (OSHM) to Occupational Safety and Environmental Health (OSEH). This change is requested for the Fall 2000 semester.

## Rationale:

The OSHM program is accredited by the Related Accreditation Commission (RAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET). Under the ABET Accreditation Policy the title of an accredited program must be properly descriptive of the content of the program and must not be misleading with respect to the intent of the accreditation. The current program name contains two words, hygiene and management, that are used by ABET in the accreditation of other types of academic programs. Because our program is neither an accredited Industrial Hygiene nor an accredited Industrial Management program, use of these words in the program title may mislead the public, including students, prospective students, and employers. ABET has stipulated that these terms must be removed from the program title prior to their next accreditation visit.

The name Occupational Safety and Environmental Health was selected with the assistance of the OSHM Industrial Advisory Board. This advisory board is comprised of 7 members from industry and 13 faculty members from related academic areas. The proposed name not only eliminates the terminology discussed above, but also reflects the current state of the Occupational Safety profession and the current curriculum content of the program.

Companies hiring graduates of our program, and similar safety and health programs throughout the country, expect that the new employee will have a basic technical understanding of issues related to safety, industrial hygiene, and environmental technology. All names suggested by the advisory board included these three areas, with particular emphasis on including environment in the title.

The current program curriculum includes a two course sequence (8 credits total) that contains an environmental component (OSHM 321 - Environmental & Industrial Health I and OSHM 422 Environmental & Industrial Health II). Additionally, a topic course in Environmental Safety has been offered on a periodic basis. A curriculum change is being proposed that will add a course in Environmental Technology to the program requirements.

Occupational Safety & Environmental Health provides an accurate description of the content of the program, the direction of the profession and the expected competencies of the students graduating from the program.