

Minutes
Meeting of the Faculty Senate
September 3, 2002

Chairperson Piperberg called the meeting to order at 4:10 PM in Room 210 of Chryst Hall. All departments were represented. He also welcomed everyone back and indicated that he had copies of PARLIAMENTARY PROCEDURE AT A GLANCE available if anyone needed a copy.

The minutes of the June 11 meeting were approved after Chairperson corrected the incorrect date on the agenda indicating the scheduled discussion of items X. through XII. The date should be September 17 not September 18.

Report of the Faculty Senate Chairperson

Announcements

1. Chairperson Piperberg asked everyone present to introduce themselves so new Senators can begin to know the Senate veterans and vice-versa. New Senators who would like copies of Parliamentary Procedure at a Glance can get a copy at the end of the meeting from him. Senators are asked to remember to sign the sheet when you pick one up.
2. He announced that he has appointed Rick Kerper Parliamentarian and John McLarnon to the Medal Fund Board.
3. Senators were reminded that Committee seats still unoccupied after the first three Senate meetings this fall will be declared vacant. Nominations can be reopened for any of those seats from the floor at any time.
4. Emeritus proposals brought to Senate need to include the normal proposal and the short version that is eventually sent to the Trustees for their approval. The format of the short version is available on the Faculty Senate website under Senate forms.
5. Over the past few weeks, Chairperson Piperberg e-mailed to Senators a couple of lists of administrative approvals he received over the summer. If Senators did not receive them, let him know and he will then resend them.
6. Over the summer, Chairperson Piperberg attended meetings of the 120-credit steering committee along with Robert Wismer and James Fenwick from Senate. He also attended a meeting a few weeks ago at the APSCUF office in Harrisburg dealing predominantly with the 120-credit edict and the issue of the common calendar.
7. Starting Friday, Chairperson Piperberg will begin to attend the monthly Meet & Discuss sessions. Marjorie Warmkessel invited him to Meet & Discuss to enhance the elevated level of communication between APSCUF & Faculty Senate that began when APSCUF agreed to send a representative to Senate on a regular basis.

8. Carol Heintzelman was thanked for agreeing to take the Minutes for today's meeting while Paul Studdard serves on jury duty.
9. The following two items will be added to the September 17 agenda: revision of the attendance policy; and, advisability of experimental graduate-level courses. A Kerper/Stine motion was made to refer the item about the advisability of experimental graduate courses to Graduate Course and Program Review Committee. The motion passed without dissent. The item referred to GCPRC will be placed back on the agenda when the committee has completed its deliberations.
10. A copy of the Faculty Senate handbook, which summarizes Senate procedures, is available on the table.

Report of the Student Senate President None.

Report of the Graduate Student Organization President None.

Report of the Administrative Officers

Dr. Francine McNairy, Provost and Vice-President for Academic Affairs:

Dr. McNairy began by introducing Dr. John Bello-Ogunu, Assistant Provost for Academic Services and University Retention.

Her announcements included the following:

1. STATE SYSTEM POLICY--120 CREDIT DEGREE POLICY--A steering committee has been working this summer in order to provide direction and information relative to how Millersville University will address the 120-credit degree policy. This steering committee is comprised of faculty members and administrators. An examination of our degree programs indicates that the most vulnerable programs are the secondary and elementary BSE programs, the BFA and the BS Biology/Respiratory Therapy Programs. The great majority of programs are within the 120-124 credit range.

The General Education Review Committee has recommended that the three credits that had been allotted to the original second Perspective Course, but which is now a General education elective in the G4 Block be eliminated, thereby reducing the general education program by three credits to a total of 51 credits. She is prepared to approve this recommendation, pending an analysis by each program relative to the implications of this reduction. The Deans are working with each department chair so that a complete analysis of the degree programs can be conducted immediately to determine if this reduction will have a negative impact. For those degree programs, which are currently at 120 credits, this reduction of the general education requirement will have no significant impact. In this instance, departments are urged to utilize these 3 credits as a free elective; program proposals which are submitted to utilize these credits as a new degree requirement will be critically scrutinized.

For those departments which have programs that currently exceed the 120-credit requirement, they are urged to proceed immediately to address how they intend to reduce the requirements. School Curriculum Committees and the Undergraduate Course Program and Review Committee will respond to these proposals quickly. Our timetable is very short as we must be in a position to inform prospective freshmen for the Fall 2003 Semester relative to program degree requirements.

2. THE INTERNATIONAL STUDIES PROGRAM--With the retirement of Dr. Charles Nissly, the International Studies Program has been administratively and programmatically assigned to the Department of Government and Political Affairs. When the International Studies Program was originally conceived, there were few, if any, models for interdisciplinary degree programs. Thus, a Faculty Senate committee was established to oversee the degree program. Now, years later, the program has evolved and now has a departmental home, thereby negating the need for the senate oversight committee. It is more appropriate for the department to work with faculty from departments, which support the degree program in a collaborative model than to have a senate committee serve in that capacity. I am requesting that Senate amend its by-laws to reflect this change in committee structure. International Affairs continues its many initiatives under the direction of Dr. Kirsten Bookmiller whose office is in Cumberland House.
3. ACADEMIC COMMON CALENDAR--The State System has approved a new academic calendar will certainly impact Millersville University--most importantly Winter Session and perhaps Summer Session. An ad hoc committee, comprised of faculty and administrators is working to propose options for MU. At this time, we do not envision revising the agreed upon policy established through the Senate. In the event there is a need to revise the policy, we will immediately propose this to the Senate.
4. MIDDLE STATES-OUTCOMES ASSESSMENT-Standard 11 from Middle States stipulates the following: "The institution's educational offerings display academic content, rigor, and coherence that are appropriate to its higher education mission. The institution identifies student learning goals and objectives, including knowledge and skills, for its educational settings." One of the indices for measuring this standard is: COURSE SYLLABI THAT INCORPORATE EXPECTED LEARNING OUTCOMES.

Millersville University will be required to provide an update on our progress in this area in 2005; thus, we must begin now to demonstrate that we have progressed in assessing student learning. Thus, all new course proposals must include a statement on the course syllabi that reflects expected learning outcomes and how those outcomes will be measured. This should be reviewed by the Dean/Graduate Dean and both the Undergraduate and Graduate Programs Review Committees. Ultimately, administrative approval will be dependent on the course proposal compliance with this expectation. In the meantime, departments, department chairs and deans are expected to make certain that existing courses also contain this information.

5. POLICY TO ACCOMMODATE TRANSFER OF LANCASTER GENERAL COLLEGE OF NURSING AND HEALTH SCIENCES STUDENTS TO MILLERSVILLE UNIVERSITY

- A. In 1986 Millersville University and the Lancaster Institute for Health Education (LIHE) entered into an agreement whereby Millersville University offered the general education courses that were required for the LIHE diploma nursing program.
 - B. During the 2001-2002 academic year, LIHE announced their intention to seek accreditation to offer an associate degree in nursing and the health sciences.
 - C. LGCNHS will seek Middle States accreditation beginning in 2002-2003; their goal is to achieve Middle States candidacy status by the spring 2003 and accreditation by the spring 2004.
 - D. Since LGCNHS diploma students constitute such a high percentage of our BSN recruits and since our nursing enrollments have been low in recent years, it is imperative that MU adopt a procedure to deal with general education transfer credits from LGCNHS prior to the accreditation of their program. Beginning in the spring 2003, LGCNHS students who have general education courses from LGCNHS will begin to apply for transfer into the Millersville BSN program.
 - E. Millersville University and LGCNHS will enter into a temporary understanding to handle the processing of general education transfer credits from LGCNHS to Millersville until such time as the LGCNHS program is accredited by Middle States, but not to exceed a period of three years. The elements of the transfer understanding include:
 - 1) Review of transfer course syllabi
 - 2) Approved courses with a grade of C- or higher will transfer.
 - 3) This understanding shall apply to LGCNHS students who matriculate at Millersville University as of January 2003.
 - 4) This temporary transfer policy will be reviewed again in three years, i. e., by January 2005.
 - 5) This temporary transfer policy applies only to students who take courses at LGCNHS.
6. SEPTEMBER 11 --This is the first anniversary of the September 11, 2001 attacks. Faculty are asked to be empathetic if students ask to be excused. Classes are not cancelled that day.

Dr. Carol Phillips, Associate Provost for Academic Programs and Services reported the following:

1. The registrar's office reports that add/drop is going well.
2. Dr. E. Slawkowski will be visiting the campus on September 12 and 13 to lead several meetings about service learning.
3. Registration in the fall semester will see an increase in mandatory advising. For the fall semester, students who have 75 or fewer credits will be required to see their advisors. Next year, all FT undergraduate students will be required to see their advisor before registering. "What If" audits are now available online. Starting this past summer, Banner provided the name of the student's advisor.

Reports of Faculty Senate Standing Committees:

Graduate Program and Course Review Committee--The change in grading policy for NURS 524 was approved by consensus by the committee and introduced to Senate by Rebecca Mowrey, chairperson of GCPRC. Grading will change from A/B/C/F to a pass/fail scale. The proposed implementation date is Spring 2003. The proposal will be acted on by Senate on September 17.

Report of Faculty Senate Special Committees

Kathy Schrieber was thanked for her work on the ad hoc Honor Code Committee.

Proposed Courses and Programs

(1) School Nurse Certification Curriculum Changes - A request was made to eliminate the one meeting rule regarding this proposal. As a result of newly approved CHAPTER 354 from the Pennsylvania Department of Education (PDE) a revision is needed in the admission and completion criteria for certification programs. In addition to CHAPTER 354, the PDE has revised the STANDARDS, POLICIES AND PROCEDURES FOR STATE APPROVAL OF CERTIFICATION OF PROFESSIONAL EDUCATORS FOR THE PUBLIC SCHOOLS OF PENNSYLVANIA and must be implemented beginning in the Fall semester 2001. As a result of the changes in Chapter 49 and the new Chapter 354, the following are the newly proposed School Nurse Certification Program Criteria and the School Nurse Certification Curriculum. The School Nurse Certification Program is a POST-BACCALAUREATE CERTIFICATION PROGRAM. Students would need to complete a graduate application and submit transcripts, recommendations, and GRE/Miller Analogy Results to the Graduate Studies Office in order to process admission into the program. A Bachelor of Science in Nursing (BSN) degree and a current license as a Registered Nurse in this state are required for certification of School Nurse candidates. The desired effective date for the proposal is Fall 2001.

The certification curriculum was approved without dissent.

(2) NEW GRADUATE COURSE

EDSP 562: Post-Baccalaureate Student Teaching, 6-12 credits. This course will focus on student teaching at an advanced level for graduate students. Post-baccalaureate students will take this course upon completion of their teacher preparation course work. The desired effective date is Fall 2002

The course was approved without dissent.

Other/New Business

A "mock crisis" scenario will be held on September 22 at Penn Manor from 12 to 2 or 3 in the afternoon.

ELECTIONS

Elections were held using a preferential ballot. A Fenwick/Dorman motion was made to "wipe out" all uncontested nominations. The motion carried without dissent.

The Meeting adjourned at 5:40 PM and Senators commenced voting.

Respectfully submitted,

Carol A. Heintzelman,
Acting Recorder

ACTION SUMMARY

Proposed Courses and Programs

(1) School Nurse Certification Curriculum Changes - A request was made to eliminate the one meeting rule regarding this proposal. As a result of newly approved CHAPTER 354 from the Pennsylvania Department of Education (PDE) a revision is needed in the admission and completion criteria for certification programs. In addition to CHAPTER 354, the PDE has revised the STANDARDS, POLICIES AND PROCEDURES FOR STATE APPROVAL OF CERTIFICATION OF PROFESSIONAL EDUCATORS FOR THE PUBLIC SCHOOLS OF PENNSYLVANIA and must be implemented beginning in the Fall semester 2001. As a result of the changes in Chapter 49 and the new Chapter 354, the following are the newly proposed School Nurse Certification Program Criteria and the School Nurse Certification Curriculum. The School Nurse Certification Program is a POST-BACCALAUREATE CERTIFICATION PROGRAM. Students would need to complete a graduate application and submit transcripts, recommendations, and GRE/Miller Analogy Results to the Graduate Studies Office in order to process admission into the program. A Bachelor of Science in Nursing (BSN) degree and a current license as a Registered Nurse in this state are required for certification of School Nurse candidates. The desired effective date for the proposal is Fall 2001.

The certification curriculum was approved without dissent.

(2) NEW GRADUATE COURSE

EDSP 562: Post-Baccalaureate Student Teaching, 6-12 credits. This course will focus on student teaching at an advanced level for graduate students. Post-baccalaureate students will take this course upon completion of their teacher preparation course work. The desired effective date is Fall 2002

The course was approved without dissent.

Earlier a Kerper/Stine motion was made to refer the item about the advisability of experimental graduate courses to the Graduate Program and Course Review Committee. The motion carried.