

**Faculty Senate Meeting
March 16, 2004**

The meeting was called to order at 4:12 p.m. All departments were in attendance except Computer Science, Foreign Languages, Library, Nursing, and Sociology and Anthropology.

I. Minutes of the March 2, 2004 Meeting

Changes were suggested on page 5425 concerning the GCPRC report. The first paragraph should read "Senator Mowrey, Chair of GCPRC, reported on the work being done by the committee. The committee has been working on developing DARS for graduate students, rolling admissions, putting together an online application process, and overseeing TEC's involvement with graduate courses." The second paragraph should be deleted.

Another change was suggested on page 5426 under heading XI., concerning the discussion of the proposed Honor Code. The third sentence in the paragraph should read "A large majority of Senators indicated that they would not vote in favor of the Code if faculty participation in the Honor Code System is optional."

The Minutes were approved as amended.

II. Report of the Faculty Senate Chairperson

Chairperson Piperberg presented the following administrative approvals received since the last Senate meeting.

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Changes in Courses/Curricula:

CHEM 111- Introductory Chemistry I, 4 credits; existing General Education Liberal Arts Core designation (G2, L). Addition of Pre-Requisites: CHEM 110 with a grade of C- or higher, or satisfactory score on the Chemistry Placement Test (CPT) before registration, or permission of chair. Approved, effective Fall 2004

MUSI 363 – Music History and Literature II

The course is approved to double count in the B.A. Music, Industry Studies program AND perspectives requirement for another academic year (2004-2005). Approved, effective Fall 2004 through Spring 2005

New Undergraduate Courses:

ESCI/BIOL 103 – The Science of Evolution, 3 credits, General Education Liberal Arts Core designation (G2). No credit toward major field requirements for biology or earth sciences majors. Approved, effective Fall 2004

BIOL 470 – Biology Colloquium, 1 or 2 credits (Repeatable – maximum of two times); equivalent course (student cannot take both for credit): BIOL 472 – Seminar in Biology. Approved, effective Fall 2004

New Graduate Course:

WSSD 591 – Exercise Physiology, 3 credits (2 hours lecture, 1 hour laboratory). Approved, effective Fall 2004

Undergraduate Academic Policies:

Revised Completion of the Major Policy

The completion of any major program at Millersville University requires that students must complete all courses in the major (courses in the discipline but not the required-related courses) with a minimum cumulative grade point average of 2.0. In addition, fifty percent of the credits in the major must be completed at Millersville University. Except for state mandated requirements, departments may not require a cumulative grade point average (CGPA) or major grade point average (GPA) higher than the University 2.0 GPA minimum requirement. Approved, effective Fall 2004

Revised Course Repeat Policy

An undergraduate student may not take an undergraduate course of record more than three times. A course of record is defined as a course in which a student receives a grade of A, B, C, D, (including + and -) F, U, Z or W. The academic department offering a course may drop a student from a course if the student attempts to take a course more than three times. Approved, effective Fall 2004

COMMENT: Implementation of this policy will be under the direction of the Assistant Provost for Academic Services and include the Registrar, Director of Academic Advisement and Director of Learning Services.

Continuation of the Drop/Add Policy

Approved, effective Fall 2002, continued Fall 2004. The language has been changed to say that courses can be added two days into the second week of the semester due to the Monday holidays (Labor Day & Martin Luther King, Jr. Day) that occur most semesters.

Recommendation to Round Grades

Grade point average (GPA) will be rounded to two places. Approved, effective Summer 2004. The change will not be retroactive.

Change in Departmental Names

Effective, January 2004, the units listed below are collectively known as “Division of Academic Support Programs and Learning Services.” The new division was formed to provide a cohesive organizational and “home identity” for the diverse units and programs.

<u>Former Departmental Name</u>	<u>New Departmental Name</u>
ACT 101/PACE Program	AIM for Success Program
Undecided/Undeclared Program	Exploratory Program
Multi-Cultural Mentoring Alliance Program (MMAP)	Millersville Mentoring Alliance Program (MMAP)

Approval, effective January 2004

- (2) Chairperson Piperberg reminded the Senate that the next Senate meeting is three weeks from today on April 6, not in two weeks as is usual.

III. Report of the Student Senate President

Kristin Albright, Student Senate President introduced a guest who is currently a Student Senator. The Student Senate did not support the Snow Delay Policy brought for discussion at the last meeting of Faculty Senate and to be discussed further at today's meeting.

President Albright announced that a Student Senator from IUP has been appointed to the Board of Governors to replace Brandon Danz. An invitation was distributed to the meeting “Town/Gown Relations: Progress & Improvement “ scheduled for April 3 at 10: 00 a.m.

She also announced that the Student Senate has written a letter supporting the proposed Honor Code System.

IV. Report of the Graduate Student Organization - None.

V. Report of the Administrative Officers

President McNairy

President McNairy reported that retired faculty will be able to keep their e-mail addresses at the university for 1 year immediately following their retirement.

Acting Provost Shane

Acting Provost Shane reported that upon review of the Dean Council records, all proposals submitted from the Senate have been approved.

Acting Provost Shane encouraged the Faculty Senate and the faculty that they represent to attend Dr. McNairy's inauguration and the associated activities scheduled for April 2 - 3, 2004.

Executive Assistant to the President Phillips

Executive Assistant to the President Phillips encouraged the Faculty Senate to attend upcoming seminars on Learning Communities and Community Based-Research.

VI. Reports of the Faculty Senate Standing Committees

UCPRC - None

GCPRC

Senator Mowrey, Chair of GCPRC, presented a proposal from the Special Education Department to change requirements for post baccalaureate certification students who enter the program seeking their initial certification. It is proposed that courses now designated as Block III (Special Education Core and Professional Block, SPED 561/562- Student Teaching or SPED 690 - Clinical Practicum) be designated as Advanced Professional Studies courses. This will help bring the program into compliance with Chapter 354.

VII. Reports of the Faculty Senate Special Committees - None.

VIII. Proposed Courses and Programs

- (1) **CHANGES IN COURSES/CURRICULA**
ECON 101 – Principles of Macroeconomics, 3 credits. Addition of MATH 101 (College Algebra) or the equivalent with a C- or better if students do not test out of MATH 101 on the Placement examination. Students need basic algebra skills to be successful in introductory economics courses. This change informs the students of this need. Desired effective date: Fall 2004
- (2) **CHANGES IN COURSES/CURRICULA**
ECON 102 – Principles of Microeconomics, 3 credits. Addition of MATH 101 (College Algebra) or the equivalent with a C- or better if students do not test out of MATH 101 on the Placement examination. Students need basic algebra skills to be successful in introductory economics courses. This change informs the students of this need. Desired effective date: Fall 2004

- (3) **CHANGES IN COURSES/CURRICULA**
Changes to Required-Related courses for the BA in Economics, BA in Economics (Political Economy Option) and the BA in Economics (Financial Option).

The Economics Department proposes to revise required related requirements to reflect current offerings in Computer Science. The Computer Science courses currently on the list do not reflect current course offerings or courses open to Economics majors. They also propose to add an option for taking a higher level math course in lieu of a CSCI course since many students enter the University proficient with computers making the CSCI courses redundant. Many of these students are not as well prepared for the math content of economics, hence the option for an advanced Math class.

The language currently on the "Blue Sheets" will be replaced with the following course list:

Choose one of the following courses;

CSCI 111, 121, 140, 161 or MATH 151, 160, 161, 162

Desired effective date: Fall 2004.

- (4) **NEW UNDERGRADUATE COURSE**
HIST 276 – History of American Foreign Relations: 1890 to the Present, 3 credits, a G3 General Education Liberal Arts Core course with a Writing-Across-the-Curriculum (W) label. Desired effective date – Spring 2004

IX. Faculty Emeritus

A Price/Yalda motion was passed to recommend Conrad R. Miziumski for the Honorary Title of Professor of Physics Emeritus. {see Attachment #1}

X. Ad Hoc Honor Code Committee: Honor Code Proposal and Implementation Plan

Dr. Schreiber chair of the Honor Code Committee attended the meeting to help the Faculty Senate clear up some questions regarding the proposal. She suggested providing the faculty with the option to adhere to the Honor Code or not to do so; those who opted not to use it would not be allowed to apply major sanctions.

A Tacka/Yalda motion to change the name of the policy to the Academic Integrity policy was defeated by a vote of 8 –Yes, 6 – No with 6 abstentions. The proposal was defeated since a majority of those voting did not vote in favor of the proposal.

Clarification from APSCUF on some issues is expected in the near future. At the request of the Faculty Senate, Dr. Schreiber will draft a briefer summary of the proposal to make it easier to understand and to facilitate future discussions. {see Attachment #2}

XI. Snow Delay Policy Discussion

A Fenwick/Luek motion to approve the Snow Delay Policy proposal was defeated.

XII. Timetable for Administrative Review of Course and Curriculum Proposals.

Several points were discussed/clarified by Acting Provost Shane and Executive Assistant to the President Phillips regarding what happens with the proposals that leave the Senate for administrative approval.

- According the Governance Manual, the Provost has final approval on all academic decisions.
- Dean's Council advises the Provost and the Provost decides on the proposals.
- A system was proposed to improve the communication from the Dean's Council to the Senate concerning when the proposals will be discussed. This system includes having the Faculty Senate Chair deliver the proposal directly to Michele Boté who will pass them on to the Dean's Council for discussion.
- It will be helpful for the Dean's Council agendas/minutes to reflect the proposals discussed. In that way, the department chairs will be able to keep track of their proposals.

Other questions were discussed. Senator Mowrey suggested continuing the discussion at the next Senate Meeting.

XIII. Other/New Business - None.

The meeting was adjourned at 5:45.

Respectfully Submitted by:

Elba I. Rohena
Senate Secretary

Action Summary

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Proposed Courses and Programs

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A Fenwick/Luek motion to approve the Snow Delay Policy proposal was defeated.

Attachment #1

FACULTY EMERITUS

Date: March 16, 2004
To: MU Faculty Senate
From: MU Department of Physics
RE: Faculty Emeritus recommendation for **Conrad R. Miziumski**

The Physics Department unanimously approved and recommends the following resolution to the Faculty Senate:

- WHEREAS Conrad R. Miziumski, Professor of Physics, will be retiring May 2004 after faithfully serving the University, Physics Department, Millersville students, and the Millersville community for 31 years and
- WHEREAS Conrad R. Miziumski has demonstrated a commitment to scholarship by professional publications, presentations, and attendance at conferences and
- WHEREAS Conrad R. Miziumski has contributed to Millersville University by service on committees such as Faculty Senate, General Education, and University Curriculum Committee and
- WHEREAS Conrad R. Miziumski has served the community as a consultant and by public presentations and
- WHEREAS Conrad R. Miziumski has played a key role in the development of our laboratory courses both for physics majors and general education students and
- WHEREAS Conrad R. Miziumski has served as advisor and mentor for many student Senior Research projects and as an outstanding classroom teacher and
- WHEREAS Conrad R. Miziumski's high intellectual standards and insight into complex Physics situations has served the department as a resource and inspiration.

THEREFORE, BE IT RESOLVED that Conrad R. Miziumski be granted the honorary title of Professor of Physics Emeritus.

Attachment #2

Summary of Honor Code Committee Recommendation to Faculty Senate*

1. Upon admission to MU, students sign an honor pledge (required except for cases of religious conflict). Prior to the signing, students will be given background information on academic dishonesty and how to avoid being charged with it. Use of the pledge is optional in classroom but is implied regardless.
2. Honesty education continues throughout students' program at MU. Possibilities for education exist in Freshman Orientation, Freshman-Year Experience, common freshman courses, all course introductions, and out-of-class workshops and activities. Resources/support will be made available to both students and instructors by the Academic Honor Council. Student members of this council play a major role in its function.
3. The following procedure takes place for alleged cases of academic dishonesty:
 - The course instructor meets with the student and decides whether the case should be pursued. The instructor has the option of reporting the case to Honor Council for further action, or dropping the case entirely. Completion of an academic dishonesty form is recommended (but not required) in any case for record-keeping purposes. Faculty who wish to fill out the form but drop all further action will indicate on the form that no further action is desired. Instructors who choose not to report the incident thus invoking a hearing may then only impose minor sanctions on a student (verbal/written reprimand, lowering grade for assignment/test, requiring student to redo assignment/test). This policy is consistent with our present academic honesty policy.
 - If further action is recommended, an honor court will be formed consisting of 2 faculty, 3 students, and the Associate Provost for Academic Programs and Services (non-voting member). Evidence is heard, and three of five votes are required to find a student guilty of an act of academic dishonesty.
 - The sanctions schedule classifies acts of academic dishonesty according to their severity and provides recommended sanction(s) for each class of offenses. This is to provide consistency in handling similar cases of dishonesty. For this reason, the schedule should generally be followed, but an instructor who provides justification may request a different sanction. Generally, the request will be followed, unless the court provides compelling justification for not granting the request. Least offenses: failure for assignment. Worst offenses: XF grade and probation, or XF grade and suspension. XF indicates course failure due to academic dishonesty. For one-time offenses only, this grade can be converted after two years to a grade of F. An appeals mechanism is defined to consider new evidence, irregularities in the conduct of the hearing, and excessive severity of a particular sanction.
4. Students are not required to report observed cases of dishonesty.

*More details can be found in the by-laws section of the *Proposed Millersville University Academic Honor System Constitution*.

How is this system different from our current academic honesty program? The proposed system adds the following elements which are now not part of the honesty policy: signing an academic honesty pledge upon admission, provision for greater education/support for both students and faculty in preventing academic dishonesty, a sanctions schedule, creation of the XF grade, and greater opportunity for students to participate in the honesty system, thus allowing students greater ownership of the program. The literature suggests lower incidence of dishonesty where clear and frequent communication related to dishonesty is coupled with high student involvement in the program, careful monitoring of dishonesty, and strong sanctions for offenses.

What benefits would we expect to see if the proposed honor system is implemented? The literature suggests: significantly fewer cases of cheating, greater consistency in addressing dishonesty, promotion of law/ethics-related careers of student honor members, greater community/employer respect of MU as an institution promoting ethics, advancement of general education objectives and parts of the university mission dealing with development of student values and ethics, and benefits to society as students carry away learned moral norms.