

**Millersville University
Faculty Senate Meeting
November 4, 2003**

The meeting was called to order at 4:08 p.m. All departments were represented except Business Administration and Sociology & Anthropology.

I. Minutes of October 21, 2003 Faculty Senate Meeting

Amendment to Minutes- Change permanent, part-time faculty to *regular, part-time faculty* in the section of the Minutes dealing with the Educator of the Year Award. The minutes were approved as amended.

II. Report of the Faculty Senate Chairperson

Chairperson Piperberg expressed his appreciation to Faculty Senate Committees and their chairs for their work for the Senate. In particular he thanked the Committee that was in charge of the Educator of the Year Award chaired by Senator Yalda.

III. Report of the Student Senate President

Kristin Albright, the Student Senate President, reported on the Fifth Annual Yellow and Black Pride Day in which the Student Senate participated. The activities consisted of trivia contests regarding Millersville University history. The students who participated received Millersville merchandise donated by the University Store. Kristin Albright thanked Bob Slabinski for donating \$200.00 for this activity.

On November 11, the Student Senate will join the University in recognizing the new Millersville walkway. Also a ceremony commemorating Millersville University Veterans will take place later on in the SMAC.

IV. Report of the Graduate Student Association – No Report.

V. Report of Administrative Officers

President McNairy

President McNairy reported on the success of the Family Weekend.

Acting Provost Shane

A new five-year review procedure was approved by the Board of Directors.

Faculty complement is being added due to the large number of students registered for classes for the spring of 2004.

The proposal dealing with the future of ACE (Adult Continuing Education), Strategic Plan for The University College at Millersville, is completed and ready to be distributed via e-mail. Senators and others on the Senate distribution list should receive it later this week. The discussion of the proposal is scheduled for the next Faculty Meeting.

Assistant Provost Bello-Ogunu

Assistant Provost Bello-Ogunu encouraged the faculty to review and ask questions about a new pamphlet distributed that explained First Year Orientation Procedures and Programs.

Vice President of Student Affairs Thomas

Vice President Thomas reported on the successful performances of students during the Family Weekend.

On November 23, a banquet is being held to honor students-athletes who have been recognized this year for their academic achievements. Last year, 45 students from Millersville University received this recognition. This year 99 students were recognized.

A committee has been appointed to review alternative models for new student orientation. Some of the members are Dr. McDowell, Dr. Phillips and Dr. Smith.

VI. Standing Committees

General Education Program Review Committee

Senator McCotter presented the Multidisciplinary Environmental Science Minors proposal to be approved the November 18 meeting. The minor consists of the following new courses:

ENVI 330 - Environmental Statistics and Risk Assessment

ENVI 495 – Environmental Clinic.

Senator McCotter presented the The Science of Chemistry (CHEM 102). A Wismer/Lynch motion was passed to allow the waiver of the One-Meeting rule so that the course could be approved at today's meeting when we get to the Proposed Courses and Programs item on the agenda.

Graduate Course and Program Review

Senator Mowrey presented the following proposals: Proposed Changes to the Graduate Course Proposal Cover Sheet {see Attachment #1} and Proposed Changes to Policies Governing Graduate Courses. {see Attachment #2} These proposals will be discussed in the November 18 meeting.

Academic Policy Committee

Senator Kerper presented the Revision of the Completion of the Major Policy to be discussed in November 18 meeting. {see Attachment #3}

VII. Special Committees

General Education Task Force

Senator Foster-Clark informed Senate that the small group meetings were attended by approximately 40 faculty members.

VIII. Proposed Courses and Programs

CHEM 102 – The Science of Chemistry was approved.

IX. Faculty Emeritus – None

X. Other/New Business – None.

The meeting was adjourned at 4:35 p.m.

Respectfully Submitted,

Elba I. Rohena
Senate Secretary

Action Summary

A Wismer/Lynch motion was passed to waive the one-meeting rule for approval of CHEM 102.

CHEM 102 was approved.

**GRADUATE COURSE PROPOSAL
Millersville University**

This cover page must be attached to *all* copies of the proposal through all approval stages. Please see the Guidelines for Course Approval available on the Faculty Senate Web Page to avoid delays in the process.

Subj/Crs Number:		Course Title:		
Can Title Vary?	Can Course Be Taken More Than Once for Credit?	If Repeatable for Credit, What is the Limit?	Min Credit Hours:	Max Credit Hours:
Contact Hours (Lec):	Contact Hours (Lab):	Contact Hours (Other – please specify):		
Prerequisites/Corequisites:				
Grading Options:	Equivalent Course at MU (Student Could Not Take Both for Credit)			
Proposer:	Phone:			
Department:	Email:			
Notes:				

Proposal for Distance Learning (MU OnLine):

Web Teleconference Other _____

Course Scheduling:

Semester offered as experimental course, if any: FA20__ SP20__ _____ 20__

Semester to be first offered, if approved: FA20__ SP20__ _____ 20__


Anticipated number of sections per year = _____


Dean's Resource Implications Form

_____ Date of delivery of proposal and Resource Implications Form to School Dean

_____ Date of receipt of Dean's Resource Implications Analysis

Approval Log:

COMMITTEE	CHAIRPERSON	PHONE	DATE RECEIVED	DATE APPROVED	
GCPRC					
Faculty Senate					

 If proposal was amended before approval, check this column and send a copy of this form to the chairperson of the originating department.

Attachment #2

To: Faculty Senate

From: Rebecca Mowrey, Chairperson
Graduate Course and Program Review Committee

Date: October 29, 2003

Re: Proposed Changes to Policies Governing Graduate Courses:
Academic Appeals

Policies Governing Graduate Courses - Academic Appeals

Current wording - Graduate catalogue 2003-2004 (p. 18).

“Students who believe that an academic injustice has occurred should try to resolve the problem at the lowest appropriate level of authority. If the problem is not resolved at this level, the case should be presented to progressively higher levels of authority for further consideration. The levels of authority from lowest to highest are: individual faculty member, department chairperson and/or department grievance committee, school dean, and lastly, the Provost/Vice President for Academic Affairs.”

Proposed Changes: (new wording is bolded and the order of some sentences has been altered)

“Students who believe that an academic injustice has occurred **must** try to resolve the problem at the lowest appropriate level of authority. The levels of authority from lowest to highest are: individual faculty member; **department graduate coordinator and department graduate committee (if existing)**; department chairperson; **Dean of Graduate Studies**, and lastly, the Provost/Vice President for Academic Affairs.” The case should be presented to progressively higher levels of authority **until resolved**.

Revised FA03

Attachment #3

TO: Faculty Senate
FROM: Richard M. Kerper, Chair, Academic Policies Committee
RE: Revision of Completion-of-the-Major Policy

CURRENT POLICY

Section 3: Undergraduate Academic Policies

Academic Major Policies: 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. A department can neither require a cumulative grade point average higher than the 2.0 University requirement, nor a grade point average higher than the minimum University requirement for completion of the major.

All departments must specify the courses required for completion of the major and any additional requirements not specifically related to course work such as achievement examinations, certification examinations, and evaluation of student performance as measured against competency statements. Departments have the right to establish a competency level (minimum of "C" grade) for courses in the major and required-related courses.

Proposals for special departmental requirements for completion of the major must be approved by the appropriate School Curriculum Committee, the Undergraduate Course and Program Review Committee, and the Faculty Senate. Approved requirements for completion of the major must be promulgated in the University catalog.

REVISED 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 either a cumulative grade point average (CGPA) or major grade point average (GPA) higher than the University 2.0 GPA minimum requirement.**

All departments must specify the courses required for completion of the major and any additional requirements not specifically related to course work such as achievement examinations, certification examinations, and evaluation of student performance as measured against competency statements. Departments have the right to establish a competency level (minimum of "C" grade) for courses in the major and required-related courses. Proposals for special departmental requirements for completion of the major must be approved by the appropriate School Curriculum Committee, the Undergraduate Course and Program Review Committee, and the Faculty Senate. Approved requirements for completion of the major must be published in the University catalog.