

**Faculty Senate Minutes
January 16, 2007**

The meeting was called to order at 4:06 p.m. All departments were in attendance except Computer Science, Educational Foundations, Interdisciplinary Studies and Nursing.

I. Minutes of previous meeting

The minutes of the December 5, 2006 meeting of the Faculty Senate were approved as written.

II. Report of the Faculty Senate Chairperson

Chairperson Börger-Greco reported that the Honor Code Committee has posted educational material for faculty to review about the honor code proposal at (<http://muweb.millersville.edu/~kschreib/honcode.htm>). She also reminded faculty of the special Senate meeting on General Education issues to be held on January 30, 2007 at 4:00 p.m. in Osburn 200/201.

III. Report of the Student Senate President

Student Senate President Andrew Moyer indicated that the first Student Senate meeting would be held this Thursday. He reminded advisors of student clubs that the allocations process begins soon.

IV. Report of the Graduate Student Association

None

V. Report of the Administrative Officers

Provost

Provost Prabhu noted the spring semester will be busy and that labor negotiations will continue as the contract runs out this summer.

Associate Provost for Academic Administration

Associate Provost Burns commented on the ongoing review of academic policies as part of finding commonalities to be used in the SAP administrative system being introduced at PASSHE schools. He noted that APC will be bringing a number of items to Senate for consideration. He indicated that the goal is to move to consensus or best practices among all the schools. Dr. Prabhu noted that four schools will be running the campus management component of SAP this fall and MU is already using the HR and Finance modules. He indicated that development of SAP is already costing schools and will be

more costly if individual schools require additional programming. He noted that 80% of best practices being adopted match current MU policies. He urged Senate to be open to making small or trivial changes so that we can focus more on big issues.

Dr. Burns also reminded senators about the Pennsylvania legislation regarding a transfer articulation requiring universal transfer of 30 credits among PASSHE schools and community colleges. He indicated that he is chairing the subcommittee on math and sciences and will be contacting departmental chairs as information is brought forth. A question was raised about incompatibility between 3-hour lecture science courses and 4-hour combined lecture/lab courses. Dr. Burns responded that the goal is to maintain consistency among all schools and this may be met through general education courses rather than courses in the majors. Dr. Prabhu commented that the Oversight Committee is under tight deadlines for at least defining standard criteria. Another question raised was whether minimum competency tests could be instated in cases where the transferred course serves as a pre-requisite. Dr. Prabhu responded that the legislation came out of concerns from parents and the public that higher education is not adequately facilitating students moving from community colleges into other schools. The question of transferring D grades was raised. The response was that the current policy to accept those grades would remain in place. Concern was expressed that students bringing in low grades continue to do poorly in classes. A suggestion was made that departments might identify their courses that would best fit the idea of universally transferable. Dr. Burns responded that he has been working from a list of the most commonly transferred courses at MU since these have already been approved by departments.

VI. Reports of the Faculty Senate Standing Committees

UCPRC

First Readings

(1) NEW UNDERGRADUATE COURSE

BIOL 363: Medical Microbiology, 3 credits. Proposal to create a course to study medically important disease-causing microorganisms.

APC

Senator West distributed a proposed change to the Withdrawal Policy as part of the Campus Management Commonality Actions [see Attachment #1]. This would change the withdrawal period from 9 weeks to 10 weeks. Dr. West noted that this change matches current financial aid practices which is also why the date had been moved to week 9 several years ago. A question was raised regarding whether language about no limit to the number of courses a student could withdraw from would conflict with the limit for 3 repeats. Dr. West clarified that this referred to number of courses overall rather than to the number of times from a single course. A comment was made that the late withdraw date is unfortunate since some students wait until that time before getting serious about a course.

GERC

Senator Warmkessel indicated that a coherent proposal for Gen Ed reform will be presented at the special Senate meeting on January 30. She expressed thanks for the five working groups that labored over break to find coherence. She requested that senators encourage fellow faculty to attend. Questions were raised about the format of the meeting and whether the proposal would be available prior to the meeting date. Dr. Warmkessel responded that GERC would be presenting the plan first and would then distribute the proposal document. Open discussion will be invited after the presentation.

VII. Reports of the Faculty Senate Special Committees

Dr. Börger-Greco reminded Senators that last year Dr. Carol Phillips had requested persons to review the Senate bylaws for updating the university Governance Manual. Dr. Prabhu commented that the entire Governance Manual is being reformatted. Dr. R. Mowrey and Dr. A. Miller had volunteered to assist and have reviewed the information with Dr. Phillips. Dr. Miller reported that a more thorough review by committee is needed. A Blazer/Warmkessel motion to form an Ad Hoc Bylaws Committee to review the Faculty Senate sections in the Governance Manual was approved without dissent. Any other Senators willing to help should contact Dr. Miller.

VIII. Proposed Courses and Programs

(1) NEW UNDERGRADUATE COURSE

GEOG 306: Environmental Impact Assessment, 3 credits. Proposal to create course introducing requirements and methods for putting together federal environmental impact statements was approved without dissent.

(2) NEW UNDERGRADUATE COURSE

ESCI 440: Space Weather and Environment, 3 credits. Proposal to create course to study space environment between Earth and the Sun was approved without dissent.

IX. Faculty Emeritus

None

X. Election of Senate Officers

Elections were held for the positions of Chair, Chair Pro-Tempore and Secretary to serve during the 2007-2008 term.

Dr. Ana Börger-Greco was nominated to serve as Faculty Senate Chair. An Igyor /Saunders motion to close nominations and elect Dr. Ana Börger-Greco as Faculty Senate Chair was approved without dissent.

Dr. Melinda Rosenthal was nominated to serve as Faculty Senate Chair Pro-Tempore. A Saunders/West motion to close nominations and elect Dr. Melinda Rosenthal as Faculty Senate Chair Pro-Tempore was approved without dissent.

Dr. Aimee Miller was nominated to serve as Faculty Senate Secretary. A White/Mata motion to close nominations and elect Dr. Aimee Miller as Faculty Senate Secretary was approved without dissent.

XI. Other/New Business

None

XII. Adjournment

The meeting was adjourned at 4:54 p.m.

Respectfully Submitted,

Aimee L. Miller
Faculty Senate Secretary

Action Summary:

The minutes of the December 5, 2006 meeting of the Faculty Senate were approved as written.

A Blazer/Warmkessel motion to form an Ad Hoc Bylaws Committee to review the Faculty Senate sections in the Governance Manual was approved without dissent.

An Igyor /Saunders motion to close nominations and elect Dr. Ana Börger-Greco as Faculty Senate Chair was approved without dissent.

A Saunders/West motion to close nominations and elect Dr. Melinda Rosenthal as Faculty Senate Chair Pro-Tempore was approved without dissent.

A White/Mata motion to close nominations and elect Dr. Aimee Miller as Faculty Senate Secretary was approved without dissent.

To: Faculty Senate
From: Academic Policies
Subject: Withdrawal End Dates

The Withdrawal Policy is under review as part of the Campus Management Commonality Actions. To meet the recommendation of this body, Academic Policies Committee requests changes to MU's current policy as listed below.

Section 3: Undergraduate Academic Policies
Course Policies : Withdrawal from a Course

For the Fall and Spring terms, a student may drop a course through the end of the first week. Courses dropped will not be entered on the student's record. During the first week of classes, the signature of the course instructor (or their designee) is required to drop a course.

For the Fall and Spring terms, the "add" period is extended to Tuesday of the second week of the semester. The signature of the course instructor (or their designee) is required to add a course during the first week and two days of classes.

Prior to the first day of classes, faculty signatures are not required to drop or add a course.

~~Beginning with the second week and up to the end of the ninth week, students dropping a class will receive a grade of W. A withdraw grade of W does not carry any quality points and will not be calculated in the student's GPA.~~

~~After the ninth week, a non-W grade will be awarded at the end of the semester according to the instructor's records.~~

It is the student's responsibility to make official changes to his/her class schedule. There is no automatic drop policy for non-attendance.

During the Summer and Winter sessions, the Registrar will determine equivalent dates for the no grade, W grade and regular grade periods.

This policy is approved for a one-year (two semester) trial basis. The affect [*sic*]of the change will be assessed at this time next year. (passed by Faculty Senate 3/5/02; approval effective Fall 2002.)

Comment [MU1]: Change to: Students will be permitted to withdraw from a course and receive a grade of "W" up until the end of the tenth week of the semester. There will be no limit on the number of courses from which the student may withdraw. After the tenth week of the semester and through the last day of classes, students who withdraw will receive a grade which will be determined by the instructor consistent with university policy.

Comment [MU2]: Change to: Withdrawal periods will be prorated for summer and intersession terms.