

**Faculty Senate Minutes**  
**April 15, 2014**

The meeting was called to order at 4:14 p.m. All departments were in attendance except Athletics and Philosophy.

I. Minutes of previous meeting

The minutes of the April 1, 2014 meeting of the Faculty Senate were approved as corrected.

II. Proposed Courses and Programs

**NEW UNDERGRADUATE COURSES**

(1) COMM 337: Documentary Filmmaking I: Concepts, 3 credits, D. Proposal for course focused on the history and theory of documentary films was approved without dissent.

The Communication & Theatre department indicated the course number needs to be 337 instead of 338.

(2) ITEC 222: Transportation and Automation, 3 credits. Proposal for course to study transportation and automation systems, including control systems leading to automation and robotics was approved without dissent.

(3) ITEC 327: Engineering Structures, 3 credits. Proposal for course for students to use science, technology, engineering, and mathematical principles to design, construct and evaluate model structures was approved without dissent.

(4) LATS 491: Topics in Latina/o Studies, 3 credits. Proposal for course to investigate topics related to cultures, contributions, and experiences of Latinas/os living in the United States was approved without dissent.

(5) BUADXXX (MGMT312): Principles of Entrepreneurship, 3 credits. Proposal for course to introduce business students to the process of turning an idea into a successful start-up business was approved with 3 no votes and 1 abstention.

It was reported that UCPRC approved revisions to the MGMT312 proposal addressing concerns from the Entrepreneurship program and that representatives from Management & Marketing and Entrepreneurship agree on the course as revised.

(6) MUSI 327: Marauder Men's Glee Club, 0.5 credit. Proposal for course focused on choral repertoire, ensemble vocal technique, performance practice, and artistry through singing in men's chorus was approved without dissent.

It was noted that numbering of this course is consistent with a specialized group selected by audition and that the ½ credit works well for the department and attracts participants.

## **CHANGE TO UNDERGRADUATE COURSES**

(7) EDTE 291: Foundations of Technology and Engineering Education. Proposal to change course title, description, and learning outcomes to emphasize STEM-based learning and engineering education was approved without dissent.

(8) EDTE 391: Curriculum and Instruction in Technology and Engineering Education. Proposal to change course title, description, learning outcomes, and co-requisites, retaining W label was approved without dissent.

(9) EDTE 491: Seminar in Technology and Engineering Education. Proposal to change title, description, learning outcomes, and co-requisites, incorporating aspects related to teaching English language learners and students with disabilities was approved without dissent.

(10) EDTE 496: Innovation and Design Methodologies. Proposal to change course learning objectives, incorporating aspects related to universal design, universal learning, and design ethics and values was approved without dissent.

(11) ITEC 120: Energy & Power Systems. Proposal to change course title, description, and learning outcomes, moving transportation content to a new course was approved without dissent.

(12) RESP 460: Clinical Practice I, 1 credit. Proposal to remove comprehensive exam from course content and reduce credit hours was approved without dissent.

(13) RESP 461: Clinical Practicum I, 2 credits. Proposal to add comprehensive exam and increase credit hours was approved without dissent.

(14) RESP 462: Clinical Practice II, 1 credit. Proposal to remove comprehensive exam from course content and reduce credit hours was approved without dissent.

(15) RESP 463: Clinical Practicum II, 3 credits. Proposal to add comprehensive exam and increase credit hours was approved without dissent.

(16) SOWK 431: Social Work Statistics. Proposal to change course number and pre-requisite and add co-requisite was approved without dissent.

## **CHANGE TO UNDERGRADUATE CURRICULA**

(17) BSE Technology & Engineering Education. Proposal to incorporate changes to current courses, add new courses, expand course options, recommend related general education courses, and specify courses with minimum grade requirements was approved without dissent.

(18) BS Biology, Respiratory Therapy and BS Allied Health, Respiratory Therapy. Proposal to adjust program to reflect changes in course credits was approved without dissent.

## **GCPRC**

### **NEW GRADUATE COURSES**

(19) ACTE 630: Current Technology for Online Instruction, 3 credits, DL. Proposal for course to develop skills in using current and emerging instructional technology to support online learning environments was approved without dissent.

(20) ACTE 631: Social Foundations of Online Education, 3 credits, DL. Proposal for course to consider K-12 distance education from a social foundations perspective was approved without dissent.

(21) ACTE 632: Online Learning Environments, 3 credits, DL. Proposal for course to examine methods of engaging students in online learning environments and effectively foster communication and interaction between students, content, and instructor was approved without dissent.

(22) ACTE 633: Responding to Individual Learners, 3 credits, DL. Proposal for course to foster teachers' understanding and ability to respond to various characteristics that impact students' learning within the online environment was approved without dissent.

It was confirmed that ACTE 633 has 3 credit hours and 3 contact hours.

(23) ACTE 634: Legal and Ethical Issues in Online Education, 3 credits, DL. Proposal for course to investigate the legal issues pertaining to the use of digital media and online tools in the classroom by teachers and students was approved without dissent.

(24) ACTE 635: Instructional Design and Online Teaching, variable credits, DL. Proposal for course to serve as culminating, project-based experience for students in Online Teaching concentration was approved without dissent.

## **NEW GRADUATE CURRICULA**

(25) M.Ed. Assessment, Curriculum, and Teaching: Online Teaching concentration. Proposal for program to train educators for the special context and concerns involved in teaching online was approved without dissent.

(26) M.Ed. Assessment, Curriculum, and Teaching: STEM Education concentration. Proposal for course to serve as culminating, project-based experience for students in Online Teaching concentration was approved with 2 no votes and 2 abstentions.

Concern was raised that the STEM Education program is focused only on education strategies rather than specific STEM skills and that the program can be completed with minimal courses focused on teaching specifically within STEM.

## **CHANGE TO GRADUATE CURRICULA**

(27) Post Master's Certificate in Nursing Education. Proposal to increase course requirement to meet minimum 18 credits mandated by Middle States for post master's programs.

It was noted that the Middle States requirement for post master's certificates is actually 24 rather than 18 credits and that Nursing should revisit the proposal and provide clarification. A Zimmerman/Blazer motion to withdraw the Post Master's Certificate in Nursing Education was approved with 2 no votes.

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

Faculty Senate Chair Börger-Greco reminded senators of the summer Faculty Senate meeting on June 10 at 3 p.m., that departments holding senator elections should report results to her, and that faculty are urged to attend graduation ceremonies in regalia. She also reminded committee chairs that annual reports should be submitted by June 30.

### **IV. Report of the Student Senate**

Student Senate President Justin Miller reported on their upcoming budget approval meeting. A concern was raised about budget documents being posted on Get Involved but not distributed directly to faculty advisors.

### **V. Report of the Graduate Student Association**

None

### **VI. Report of the Administrative Officers**

### **Assistant Vice President, Institutional Assessment & Planning**

Dr. Shibley reported that Academic Affairs is working on an academic master plan that aligns with the approved Strategic Plan.

### **Associate Provost for Academic Administration**

Dr. Adams urged the campus to visit the Made in Millersville event showcasing student research and creative work across many fields.

## VII. Reports of the Faculty Senate Standing Committees

### **UCPRC**

Senator Douglas indicated that the P sub-committee still has concerns about the designation for MDLV486. UCPRC was directed to approve recertification of a P label for MDLV486 based on the modification approved at Senate on April 1, 2014.

UCPRC is also reviewing a new major and associated courses from AEST.

### **GCPRC**

#### **CHANGE TO GRADUATE CURRICULA**

(1) MS Emergency Management. Proposal to make EMGT619 a required course and change EMGT653 to an elective course.

### **GERC**

Senator Hardy introduced updates and clarifications to the document outlining the General Education program. A question was raised about students failing UNIV103 and whether the course is repeatable. Dr. Marquez noted that UNIV103 is not repeatable though special cases may appeal to the Associate Provost. It was also noted that GERC has laid out competencies for Advanced Writing courses and is outlining how AW courses within majors would work.

### **MDSTCC**

Dr. Bob Bookmiller introduced a draft for the bylaws document defining the Multidisciplinary Studies Curriculum Committee. [see Attachment #1] A question was raised about the advisability for the Program Coordinator to be allowed a designee. It was noted this provides for cases where the Coordinator is unable to attend. Concern was raised about curriculum proposals moving directly to the Provost rather than being considered by Senate as a broader curriculum body. It was noted this reflects the original MDST program proposal.

## AASAC

Senator Sciarretta reported the Academic Advisement and Student Affairs Committee met with Mr. Hazlett and is discerning a current, viable charge for this committee.

### VIII. Reports of the Faculty Senate Special Committees

None

### IX. Faculty Emeriti

None

### X. Committee Elections

Previous nominations were distributed and the floor opened for additional nominations. An Anderson/Mahaffy motion to close nominations and cast a unanimous vote for each unopposed candidate was approved without dissent.

### XI. Other/New Business

Senator Sciarretta reported that student use of academic resources and retention initiatives is down. Many students have met with their academic advisors at an earlier stage, though a complete picture is unclear since faculty response was lower. This interactions are especially valuable for retention of transfer students. A question was raised about access to services on weekends and evenings. Potential spaces for this in the new dorms or the library was noted.

Mr. Sciarretta also reported that primary veterans were given priority registration. It was noted that advisors are unaware of their advisees' status for registration and notification would allow more effective advising.

Dr. Mowrey noted that APSCUF elections are coming up and more nominees are needed, particularly for P&T committee.

Concern was raised about athletic team practices moving to 2:00 p.m. and increasing conflicts with academic commitments. The issue was referred to the Faculty-Student Athletic Committee.

Meeting was adjourned after voting (5:35 p.m.)

Respectfully Submitted,

Aimee L. Miller  
Faculty Senate Secretary

## **Action Summary:**

The minutes of the April 1, 2014 meeting of the Faculty Senate were approved as corrected.

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An Anderson/Mahaffy motion to close nominations and cast a unanimous vote for each unopposed candidate was approved without dissent.

Attachment #1

**Proposed Changes to Faculty Senate Bylaws Documents**

**Document Under Review:** Multidisciplinary Studies Curriculum  
**Committee Proposing Committee:** Multidisciplinary Studies Curriculum  
**Committee Contact Person:** Bob Bookmiller

**Summary of Changes and Rationale** (attach additional documents as necessary):

Initial draft of Bylaws document for MDSTCC.

**Date Approved by Committee:** \_\_\_\_\_

**Committee Chair Signature:** \_\_\_\_\_

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*Changes to documents for Faculty Senate structure and bylaws, APC, AOAC, Co-Op Ed, GERC, GCPRC, MDSTCC, UCPRC, and UHCC should also be reviewed/approved by APSCUF.*

**Amendments Made:**

**Date Approved by APSCUF:** \_\_\_\_\_ **or N/A** \_\_\_\_\_

**APSCUF President Signature:** \_\_\_\_\_

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**Date Presented to Senate:** \_\_\_\_\_ **Amendments Made:**

**Date Approved by Senate:** \_\_\_\_\_

**Senate Chair Signature:** \_\_\_\_\_

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**Administrative Approval:**

**Date Updated on Website:** \_\_\_\_\_

*Once updated document has been posted online, please return the original proposal document to Faculty Senate Bylaws Committee Chair.*

Effective: June 2014

## Faculty Senate MULTIDISCIPLINARY STUDIES CURRICULUM COMMITTEE

Approved: Template Language

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Standing committee of the Faculty Senate.

### Membership

#### 1. Chairperson:

- a. **Election:** Elected by Faculty Senate.
- b. **Term:** Three-year term beginning and ending at the start of the fall semester of the appropriate year.
- c. **Limits:** No more than two complete, consecutive terms may be served. Service of at-large or partial terms does not count towards the term limit.
- d. **Responsibilities:** Convene and meets with the committee on a regular basis. Attends Faculty Senate meetings in order to act as a liaison regarding all business pertaining to the committee. Submits an annual written report, including the membership and work of the committee.
- e. **Voting:** Chair is a non-voting member except when there is a tie.

#### 2. Faculty Representatives: Two members from each of the four academic units (Education, Humanities, Social Sciences, Science and Mathematics) and one non-school member.

- a. **Election:** Members are elected on a staggered schedule by and from each academic unit. During the spring semester and upon request from the committee Chair, the dean or designee conducts the election in the appropriate unit(s) and the provost or designee conducts the election for the non-school representative.
- b. **Term:** Three-year terms beginning and ending at the start of the fall semester of the appropriate year.
- c. **Limits:** No more than two complete, consecutive terms may be served. Service of at-large or partial terms does not count towards the term limit. No two members may be elected from the same department. This limitation does not apply to the chair of the committee.
- d. **Voting:** Faculty Representatives are voting members.

#### 3. Ex Officio Members: The Program Coordinator and the Provost or designee.

- a. **Designees:** One designee may serve in lieu of each Ex Officio member.

- b. **Voting:** Ex Officio members/designees are non-voting members.

**Committee/Chair Functions**

1. The committee receives faculty or student curriculum proposals from the MDST Coordinator.
2. The committee reviews and approves curriculum proposals.
3. Approved curriculum proposals are forwarded by the Committee Chair to the Provost or Provost's designee.
4. The committee provides guidance to the MDST Coordinator.
5. The chair of the committee regularly reports to Faculty Senate and, when deemed necessary, may request the MDST Coordinator to report to Faculty Senate.

**Document History**

Initial version drafted by MDSTCC Spring 2014

**DRAFT**