

Faculty Senate Minutes  
April 7, 2015

The meeting was called to order at 4:10 p.m. All departments were in attendance except Athletics and Philosophy.

I. Minutes of previous meeting

The minutes of the March 17, 2015 meeting of the Faculty Senate were approved as corrected with one abstention.

II. Proposed Courses and Programs

**NEW GRADUATE COURSE**

(1) PSYC 633: Systems of Psychotherapy, 3 credits. Proposal for new course was approved without dissent.

**NEW UNDERGRADUATE COURSE**

(2) EDFN 090: Applied Educational Foundations of Life Transitions, 3 credits. Proposal for new pre-college level course for students with a variety of learning challenges was approved with one abstention.

**NEW UNDERGRADUATE CURRICULUM**

(3) Art, Bachelor of Design. Proposal for new BDES with Interactive and Graphic Design major was approved without dissent.

**CHANGE TO UNDERGRADUATE COURSE**

(4) ART 343: Experience Design. Add W label was approved without dissent.

(5) MUSI 103: Language of Music. Add D label was approved without dissent.

(6) SOWK 312: Social Work & Women: Strengths, Needs, and Opportunities, G3. Proposal to add G3 label was approved without dissent.

(7) SOWK 304: Social Work, Corrections and Alternative Treatment Approaches, G3, 3 credits. Proposal to change title, update description and content, and add G3 label was approved without dissent.

**CHANGE TO UNDERGRADUATE CURRICULUM**

(8) Nursing: RN to BSN completion. Proposal to change courses required was approved without dissent.

## **UNDERGRADUATE CURRICULUM (CONSENT AGENDA)**

- (9) ART 324: Meaningful Art Education, W, 3 credits. Proposal for new course was approved without dissent.
- (10) MUSI 124: Commercial Music Lab Band, 0-0.5 credits. Proposal for new course was approved without dissent.
- (11) MUSI 324: Commercial Music Ensemble, 0-0.5 credits. Proposal for new course was approved without dissent.
- (12) NURS 322: Nursing Assessment of the Well Adult. Proposal to remove course was approved without dissent.
- (13) NURS 330: Ethics of Healthcare Innovations, 3 credits. Proposal for new course was approved without dissent.
- (14) NURS 360: Assessment & Diversity in Nursing Practice, 4 credits. Proposal to change title, revise course description and content, and increase from 3 to 4 credits was approved without dissent.
- (15) PSYC 246: Evolutionary Psychology, 3 credits. Proposal for new course was approved without dissent.

## **CHANGE TO GRADUATE POLICY**

- (16) Proposal for recommended changes to Residency Requirements and Time Limit were approved without dissent.

Dr. Börger-Greco reported that the Q grade referenced in the graduate policy changes is not in use at Millersville according to the Registrar's Office. Discussion was held regarding the need for a grade option with more flexibility for completion of doctoral work beyond a semester time frame. It was noted that this should be discussed further with administration along with continuous enrollment. Dr. Prabhu noted PASSHE work on some of these issues for the whole system may better inform our plans. GCPRC will continue work to establish the Grading Scale policy.

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

Faculty Senate Chair Börger-Greco noted that Lauren Edgell, Director of Online Programs will visit Senate this fall to address questions on implementation of distance education, particularly at the graduate level.

Dr. Börger-Greco announced the summer Senate meeting will be June 9 at 3:00 p.m. She reminded senators that elections will be held April 21 and June 9 and that AEST; ARTD; ATHL; BIOL; COMT; CNHD; EDFN; EMEE; ENGL; GEOG; LIBR should hold elections for a senator and alternate. Dr. Börger-Greco also reminded chairs of senate committees that annual reports should be submitted by June 30.

IV. Report of the Student Senate

A reminder was provided from Student Senate President Randi Chrismer about their budget meeting this week.

V. Report of the Graduate Student Association

None

VI. Report of the Administrative Officers

**Provost**

Dr. Prabhu noted that award details for the Educator of the Year winners are being addressed. He also urged faculty to attend the upcoming commencement ceremonies at 6:30 p.m. on May 8 for graduate students and 10:00 a.m. on May 9 for undergraduates.

**Associate Provost**

Dr. Adams reminded faculty of the Promotion & Tenure panel discussion to be held April 22 and other CAE events scheduled through the end of the semester.

VII. Curricular Notices

The campus has been notified of the following proposals.

**NEW UNDERGRADUATE COURSE**

- (1) ART 494: Studio Capstone: Thematic Exploration in the Visual Arts. Proposal for capstone course with rotating themes.
- (2) ENGL 281: Media Literacy, G1, 3 credits. Proposal for new course.
- (3) SPAN 332: Spanish Civilization and Culture II, D, 3 credits. Proposal for new course.
- (4) EDFN 090: Applied Educational Foundations of Life Transitions, 3 credits. Proposal for new pre-college course.
- (5) BIOL 290: Coastal Marine Biology, 3 credits. Proposal for new course.
- (6) BIOL 292: Problem Solving in Marine Biology, 1 credit. Proposal for new course.

**CHANGE IN UNDERGRADUATE COURSE**

- (7) ART 444: Visual Communications and Graphic Design II. Proposal to add W label.
- (8) ENGL 451: Literary Theory and Criticism. Proposal to add P label.

(9) CSCI 450: Artificial Intelligence. Proposal to remove pre-requisite.

### **CHANGE IN UNDERGRADUATE CURRICULUM**

(10) BSE English. Proposal to make the GENRE requirement a competency requirement, to reduce the number of media options, and to require the non-print media course.

(11) BSE English. Proposal to adjust course requirements.

(12) BS Biology, Marine Biology Option. Proposal to adjust course options.

(13) BA Government and Political Affairs. Proposal to add capstone requirement.

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

#### **GCPRC**

Dr. Mowrey discussed a plan from GCPRC to streamline their approval. The process suggested would post approved courses for senators to review by Friday following their meeting on the last Wednesday of the month, hold meaningful discussion at the Senate meeting the following Tuesday, and allow 10 days for questions to be raised to the proposer. If nothing was raised or issues were resolved in that time, the proposal would be considered approved by Senate at the 10-day point. Proposals with other issues would have additional discussion at the next Senate meeting. Discussion was held about this plan:

- Meaningful discussion after less than a week to review seemed unrealistic to some. Could proposals be approved via consent agenda at the second Senate meeting rather than outside the meeting schedule.
- Other curriculum committees are approving courses electronically. Should Senate also make this its practice or not since it serves as a final gateway for course approvals.
- Some were concerned about having a different process for graduate proposals than undergraduate.
- Having the courses posted for review in a specialized electronic system might make this more feasible since it would help clarify which proposals a reviewer needs to consider, when responses are due, and streamline feedback.
- We do wish to limit discussion the same issues at multiple levels of review unless it is a concept that requires more insight for resolution. Though broad feedback can be important for well-developed proposals.
- Early notification has been a valuable aspect of the undergraduate review process and provides an opportunity for early feedback on broad issues. Could a similar step be added for graduate proposals rather than waiting for GCPRC approval where the review is more specific.
- Could GCPRC meet on the third Wednesday instead of fourth to allow for longer review period before Senate meeting. This body is large and may not be able to adjust a schedule that members already plan around.

- Should school curriculum committees review both graduate and undergraduate courses.
- There is a balance between sufficient time to review and longer time frames where it is possibly to simply delay review until the deadline.

### **NEW GRADUATE COURSE**

- (1) SOWK 715: Multivariate Statistical Analysis for Social Work Leadership and Education, 3 credits. Proposal for new course.
- (2) SOWK 720: Leadership/Teaching Praxis I, 3 credits. Proposal for new course.
- (3) SOWK 721: Leadership/Teaching Praxis II, 3 credits. Proposal for new course.
- (4) SOWK 725: Intervention Research, 3 credits. Proposal for new course.

### **GERC**

Senator Baker requested that departments complete and return the General Education template developed by GERC. It was noted that AOAC is developing rubrics for Technology Literacy versus Information Literacy, but the difference between these is not clear.

#### **IX. Reports of the Faculty Senate Special Committees**

None

#### **X. Faculty Emeriti**

An Anderson/Börger-Greco motion that Dr. Marjorie M. Warmkessel be granted the honorary title of Professor of Librarianship Emerita was approved without dissent. [see Attachment #1]

#### **XI. Discussion of Committee Structures**

Notes were distributed from a meeting held to discuss impact of academic restructuring on Senate committees and representation. [see Attachment #2] Discussion was initiated on related topics, covering:

- Recommendation that faculty currently holding seats on committees complete their term representing the division that originally elected them.
- Recommendation that departmental representation be permitted on curriculum committees as relevant for departments with curriculum in more than one area.
- Concerns were raised regarding whether departments could change representation annually, larger numbers of members could make quorum an issue for action, and small departments could have difficulty sending representatives to multiple committees.

- Current structure has school-based representation that already does not correspond directly to G1/G2/G3 designations. Senate could consider possible structures to better address curricular review. Documentation should be developed for any structures moving forward since school curriculum committees are not defined in writing currently.
- The limitation of one member per department was noted.

An A. Miller/Kelly motion that faculty currently holding seats on committees complete their term representing the division that originally elected them was approved without dissent.

## XII. Other/New Business

Dr. Lynn Marquez shared an interest in ways to efficiently address issues where elected members have conflicts with meeting times or do not regularly attend committee meetings. Election of alternate members would be possible, and faculty are supposed to ensure availability for meetings that are regularly scheduled before volunteering. A Kelly/Robinson motion for Senate to replace members on Senate-elected committees after two unexcused absences based on ranked votes from elections or via a new election was approved without dissent.

Meeting was adjourned at 5:50 p.m.

Respectfully Submitted,

Aimee L. Miller  
Faculty Senate Secretary

### Action Summary:

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An A. Miller/Kelly motion that faculty currently holding seats on committees complete their term representing the division that originally elected them was approved without dissent.

A Kelly/Robinson motion to replace members on Senate-elected committees after two unexcused absences based on ranked votes from elections or via a new election was approved without dissent.

**RESOLUTION CONFERRING FACULTY EMERITA STATUS UPON  
DR. MARJORIE M. WARMKESSEL**

- WHEREAS Dr. Marjorie M. Warmkessel served as a faculty member of the Library Department of Millersville University from 1978 until 2013, a total of 35 years; and
- WHEREAS Dr. Warmkessel was a dedicated and devoted member of the Library Department serving in a variety of capacities during her career, inclusive of Special Collections, Cataloging, Reference, Instruction, Interlibrary Loan, Acquisitions and Administration; who served on nearly every standing Library Department committee and chaired most of them; and was a mentor and advisor to colleagues in the Department; and
- WHEREAS Dr. Warmkessel fulfilled and faithfully executed many leadership roles at the university; including three years as Interim Director of the University Library; six years as APSCUF Vice President, President, Past President; two years as APSCUF Secretary, four years as APSCUF Membership Chair and eight years as Delegate to Legislative Assembly; four years as Director of the Center for Academic Excellence and two years as the Director of the Walker Center for Civic Responsibility and Leadership; and
- WHEREAS Dr. Warmkessel was an active member of Faculty Senate; serving two full terms as Library Department senator; chaired the General Education Review Committee during which time proposed changes were approved by a vote of the faculty at large; chaired the University Honors Program Committee during which time the Honors Program transitioned to an Honors College; created the Faculty Senate website in 1996 and served as its webmaster for the following 17 years; and
- WHEREAS Dr. Warmkessel served on a multitude of other university committees; such as search committees for the University President, Executive Assistant to the President, University Police Chief, Associate Vice President for Human Resources; and served on various technology oriented committees such as the MUOnline Advisory Committee, the Technology Vision Task Force, and the Teaching, Learning and Technology Roundtable; and
- WHEREAS Dr. Warmkessel was an active participant in the accreditation activities of the Middle States Commission of Higher Education and the Southern Association of Colleges and Schools; served as a team member for many Middle States and SACS evaluation teams during her career; served on a Middle States Information Literacy Advisory Panel responsible for establishing accreditation guidelines; and served as a committee chair or co-



chair for Millersville University Middle States self studies in 1990, 2000 and 2010; and

WHEREAS Dr. Warmkessel is a scholar in the field of librarianship and information literacy; authoring ten articles of which three were selected by the Continuing Education Committee of the Library Instruction Round Table of the American Library Association as one of the top 20 articles in their respective year of publication; making more than thirty conference presentations in these areas often in collaboration with colleagues from within Millersville or from throughout the region; and

WHEREAS Dr. Warmkessel as a Classicist with advanced studies in literature and literary comparison and being many years removed from algebra enrolled in honors calculus at Millersville University and earned excellent marks to prove a point; and

WHEREAS Dr. Warmkessel was born, is now, and forever shall be a Boston Red Sox fan; and

WHEREAS Marjorie will be greatly missed by her colleagues at Millersville and elsewhere as she pursues new activities in her well-earned retirement;

THEREFORE BE IT RESOLVED: That in recognition of her years of exemplary service and contributions to her Department, the University and the profession of Librarianship, the Library Department of Millersville University requests that Dr. Marjorie M. Warmkessel be granted the honorary title of Professor of Librarianship Emerita.

Attachment #2

Faculty Senate Special Meeting Minutes – DRAFT  
Friday, March 27, 2015

*Discussion Regarding Committee Structure Due to Recent Moves Within the University*

The meeting was called to order at 10:00am. In attendance were the following:

Stephanie Schwartz, School of Math and Science  
Karen Rice, Social Work  
Ana Borger-Greco, Faculty Senate Chair, FORL  
Mark Snyder, Applied Engineering, Safety & Technology  
Michael Douglas, Management and Marketing  
Becky Mowery, APSCUF-MU President  
Jessica Kelly, Geography  
Jason Baker, Psychology  
Chuck Geiger, Geography  
Kat Walsh, Social Work  
Jeri Robinson, Art & Design

- I. Discussion focused on what to do with individuals previously elected for Senate Committees who have now been moved to new colleges/schools. The individuals in question are not comfortable speaking on behalf of their new college because they have no history within the new colleges. It is recommended that these individuals should be allowed to finish out their elected terms as representatives of the school that elected them.
- II. Discussion followed regarding what is now considered G1, G2, and G3. Courses residing in these categories should be determined by course content rather than the location in which a department resides. Options considered included leaving courses currently within on General Education designation where they are and not moving them to the new designation. Concerns were raised regarding the understanding of this concept into the future when the history of this decision is lost.
- III. Becky Mowery provided an update from APSCUF. The two elected committees with faculty members now in a new college/school are the Sabbatical Leave Committee and the Promotion and Tenure Committee. Rep Council determined that the election cycle should be honored and that the individual should stay on the committee and serve the college/school that elected them.

Conversation turned to the notion that departments and disciplines should define where their courses reside and that this would result in a broader, more inclusive, discipline oriented opportunity overall. This concept is potentially more appropriate than the department based model currently in place. Within this construct, faculty

could be nominated to serve on any committee rather than only those seats wherein their department resides. Committees could then be “*Humanities*” based (or other themed style) allowing anyone with an interest to nominate themselves or be nominated. Slight concern arose around the thought that departments might actually decide to not send representation forward. Overall, it was decided that no department may have more than one representative on any committee.

- IV. Discussion regarding GERC and their work to define the General Education competencies followed. It is thought that this is not yet resolved but that the Outcomes Assessment Committee is working on rubrics.
- V. Extensive discussion took place regarding the curricular process and how it could be improved. A move to purchase appropriate software to allow the process to be electronic is essential and needs to be done as soon as possible. It is thought that the overall process is cumbersome and unclear at present. A true electronic system, which eliminates the current paper trail, is desired.

It was reiterated that there is no longer a “*two meeting rule*” for any curricular committees and that no committee should be operating as such because it slows down the process. New procedures are not clearly understood across campus as was evident in discussion. None of the curriculum committee chairs were aware that they were expected to be at Faculty Senate. Nothing in writing defines the role of the curricular committees.

It is recommended that School Curriculum Committees should require that one member be an active member of UCPRC for a smooth progression of curriculum and course proposals. Therefore, one UCPRC member from each school will be elected with the second member coming from the school curriculum committee.

- VI. Analysis of our current committee structure took place. Could we get rid all school committees and replace them with G1, G2, and G3 committees? This poses a potential problem because not all departments offer general education courses in these categories and so it appeared exclusionary.
- VII. It was determined that there are two types of committee, Curriculum Based and College Based. Curriculum based committees include Academic Outcomes, Academic Policies, Academic Standards, General Education Review Committee, Undergraduate Course and Program Review Committee with the Multidisciplinary Curriculum and University Honors College Curriculum being informed of new practice. The College based committees include Admissions, Advisement & Student Affairs, Bylaws, Commencement Speaker, Cooperative Education, Cultural Affairs, Educator of the Year Selection, Faculty-Student Athletic, Honorary Degree, Joint Senate Conference, Judicial Board, Noonan Fund, and Appointed or Ex-Officio Senate Representatives.

It is recommended that Curriculum based committees be composed of faculty from

anywhere within the university, however, no more than one individual from any department may sit on one committee.

It is recommended that Faculty Senate should ELIMINATE the Student Civic Engagement Committee because it has been non-functioning for a very long time. It should be noted that the University Theme committee has been disbanded due to lack of funding.

VIII. These decisions are being brought to Faculty Senate in one meeting for discussion and a second meeting for voting due to the complexity and magnitude of the changes.

IX. Meeting was adjourned at 12:00 noon.

**Shorthand Version:**

- I. Allow faculty elected to committees to serve out their term in support of their original, elected school/college
- II. Allow faculty to self nominate or be nominated for any curriculum committee wherein they can support the curricular discipline.
- III. Move the curricular process to an electronic process immediately.
- IV. School Curriculum Committee Chairs are required to attend Faculty Senate.
- V. UCPRC to be composed of two individuals per school, one is elected, one is from the school committee
- VI. Establish two sets of committees with a new structure: Curriculum Based Committees and College Based Committees
- VII. Eliminate the Student Civic Engagement Committee
- VIII. Note that the University Theme committee has been disbanded.

Respectfully submitted,  
Jeri Robinson, Art & Design

**Academic Affairs Projected Organizational Structure  
As of Spring 2015**

**College of Science and Technology (9 departments)**

- Applied Engineering, Safety and Technology
- Biology
- Chemistry
- Computer Science
- Earth Sciences
- Geography
- Mathematics
- Nursing
- Physics

**College of Arts, Humanities and Social Sciences (12 departments)**

- Arts, Humanities
  - Art and Design
  - Communications and Theatre
  - English
  - Foreign Languages
  - Music
  - Philosophy
- Social Sciences
  - Accounting and Finance
  - Economics
  - Government and Political Affairs
  - History
  - Management and Marketing
  - Sociology/Anthropology

**College of Education and Human Services (4 departments, 1 school)**

- Educational Foundations
- Early, Middle and Exceptional Education
- Psychology
- Wellness and Sport Sciences
- School of Social Work

**College of Graduate Studies and Adult Learning**

- Online Programs
- Off-Campus Cohort Models
- Competency-based Model

**Honors College**