

Faculty Senate Minutes
February 17, 2015

The meeting was called to order at 4:12 p.m. All departments were in attendance except Accounting & Finance, Athletics, and Government & Political Affairs.

I. Minutes of previous meeting

The minutes of the February 3, 2015 meeting of the Faculty Senate were approved as written without dissent.

II. Proposed Courses and Programs

GRADUATE CURRICULUM

- (1) WSSD 616: Internship for Athletic Management. Change in title, course description, course outcomes, and pre-requisites was approved without dissent.
- (2) WSSD 619: Internship Athletic Coaching, 3 credits. Course to provide practical experience related to athletic coaching was approved without dissent.
- (3) M.Ed. Sports Management, Athletic Coaching concentration. Include internship for program completion was approved without dissent.
- (4) Letter of Completion in Coaching Education was approved without dissent.

UNDERGRADUATE CURRICULUM (CONSENT AGENDA)

- (5) PSYC 211: Add MATH 105 and MATH 204 to the list of acceptable prerequisite courses for enrollment in PSYC 211. These courses must be passed with a C- or better was approved without dissent.

Discussion of how Dean's Council reports back on curriculum proposals. Dr. Prabhu noted that generally items passed at Senate are considered at the next Dean's Council meeting. Dr. Adams handles discussion of concerns with departments. It was noted that the Associate Provost and deans work together to determine the extent of impact or restrictive changes in proposals that might limit their direct implementation.

III. Report of the Faculty Senate Chairperson

Faculty Senate Chair Börger-Greco reported on a meeting with curriculum representatives from Psychology, Social Work, Applied Engineering, Safety & Technology, and Geography, curriculum chairs, and APSCUF to address implications of academic reorganizations to curriculum review and General Education considerations.

IV. Report of the Student Senate

Vice President Keegan reported on current activities reviewing operations budgets, getting ready for professional development funding, and assessing the LiveSafe app for MU student use for enhancing student safety on campus. It was suggested that Student Senate continue discussions with student organizations on how to handle timing of requests for events and activities, noting the potential need for a 6-month rule or frameworks for approvals rather than justifying each individual event and cumbersome approval process with that approach. The application form for a faculty advisor to Student Senate was distributed. It was noted that elections are coming up soon. [see Attachment #1]

V. Report of the Graduate Student Association

None

VI. Report of the Administrative Officers

Provost

Dr. Prabhu noted Karlie Hall's funeral was held with MU representation present. He also reported on PASSHE unveiling a new strategic plan developed with input from campuses including Millersville and noted campuses will find ways to align. Dr. Prabhu reminded senators of the upcoming CBA renewal.

Associate Provost

Dr. Adams reported on Faculty Convocation and noted that some video presentations or follow up events related to discussions there may be available.

Dean of Graduate & Professional Studies

Dr. DeSantis congratulated the Educational Foundations department on development of the Doctorate in Educational Leadership program and noted the Doctorate in Social Work will be considered by the Board of Governors soon. He reminded senators of open house events for graduate programs.

Dean of Science & Mathematics

Dr. Smith encouraged faculty to attend open sessions with candidates for the Dean of Education.

VII. Curricular Notices

The campus has been notified of the following proposals.

NEW UNDERGRADUATE COURSE

- (1) ART 140: Foundations of Digital Art, G1. New course.
- (2) MUSI 201: Music and Sound in Cinema, G1, W, D, DL. New course.
- (3) MUSI 203: Understanding the Language of Music, G1. New course.
- (4) MUSI 207: Love Songs Through the Ages, G1, W, D. New course.
- (5) MUSI 301: Music in Early Childhood. G1, W, D. New course.
- (6) MUSI 303: Latino Music in the United States, G1, W, D. New course.

CHANGE IN UNDERGRADUATE COURSE

- (7) MUSI 103: Language of Music. Add D label.
- (8) ART 343: Experience Design. Add W label.
- (9) PHIL 312: Mathematical Logic. Change pre-requisites.
- (10) PHIL 371: Advanced Seminar in Philosophy. Change course number to 471 and change pre-requisites.
- (11) CHEM 326: Biochemistry I. Add grade minimum in pre-requisites.

CHANGE IN UNDERGRADUATE PROGRAM

- (12) ENGL, Print Media Studies. Name change to Journalism.

VIII. Reports of the Faculty Senate Standing Committees

Cooperative Education & Internships

Dr. Scott Richardson and Ms. Michele Boté introduced proposed changes to Academic Program document describing Internships. [see Attachment #2] A key change was to reduce the minimum required internship hours to 120. While departments may still require more substantial numbers as needed to meet their own needs, this would allow for more opportunities across campus. In addition, the document was expanded to address program guidelines that are currently only outlined in other sources. Concerns were raised about whether the revised document is too proscriptive and would limit department

implementation within their established programs. Some language adjustments were suggested and further feedback from departments was requested.

IX. Reports of the Faculty Senate Special Committees

None

X. Faculty Emeriti

None

XI. Multi-Disciplinary Studies Major

Senator Bookmiller reported on discussion by the MDST Curriculum Committee on interpretation of “advanced-level” courses to mean 300/400-level as approved by Faculty Senate rather than including 200-level as noted on the MDST Fact Sheet under which the committee was previously operating. Dr. Bookmiller indicated that the check list used to evaluate program variations was adjusted to clarify this and one faculty-developed program will be adjusted to meet those criteria. Senator Börger-Greco requested that samples of student-developed programs be shared with Senate to assist faculty with advisement. Dr. Bookmiller noted the listing included in the MDSTCC annual report and maintained by the Associate Provost. Further discussion indicated that students are finding value in the program and employment after graduation. It was suggested that these programs be included in the curriculum review site as a resource for faculty. Concerns were voiced about potential for modifications to occur during BOG review that would not be acceptable to faculty, especially with upcoming program development and more joint programs. Dr. Prabhu noted that the likelihood of this is low but that faculty diligence in evaluating program offerings is critical. A desire for post-BOG approval review was expressed. [see Attachment #3]

XII. Other/New Business

None

Meeting was adjourned at 5:20 p.m.

Respectfully Submitted,

Aimee L. Miller
Faculty Senate Secretary

Action Summary:

The minutes of the February 3, 2015 meeting of the Faculty Senate were approved as written without dissent.

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- (5) PSYC 211. Add MATH 105 and MATH 204 to the list of acceptable prerequisite courses for enrollment in PSYC 211. These courses must be passed with a C- or better was approved without dissent.

Attachment #1
Millersville University Student Senate

Job Title: Student Senate Advisor

Contact Person: Randi Chrismer President of Millersville University Student Senate

Contact Information: villesenatepresident@gmail.com
(717) 487-7690

Duties and Responsibilities:

- Provide support, direction and feedback to Student Senators
- Attend all Student Senate Weekly Meetings and sponsored events
- Attend all Executive board meetings upon request
- Motivate Student Senate to achieve leadership, professionalism and personal growth

Job Qualifications:

- A Faculty or Staff Member at Millersville University
- A Faculty or Staff member that has adequate knowledge of University policies and procedures

Work Type: Volunteer

Time Commitment: Attend weekly meetings at the following times:

Full Senate Thursday at 6:30pm

Executive Board Thursday at 5:30pm

Meeting duration range anywhere from 1 hour to 3 hours.

Reports To: Randi Chrismer, Student Senate President

Start Date: Thursday February 19th, 2015 **Term of Appointment:** 1 Academic Year

Application Process:

Applications can be submitted starting Saturday, **February 14th, 2015** and will continue to be open until **Thursday, February 19th, 2015 at 1 pm**. The Full Senate Body will review the applications, and then elect an individual to serve as the Advisor on Thursday February 19th, 2015.

Student Senate Advisor Application

Please complete this application to provide the Advisor Search Committee with more information about you. Once completed, please e-mail the form to Randi Chrismer Student Senate President.

villesenatepresident@gmail.com

Name:

E-Mail:

Phone:

Campus Address:

Department:

Years at Millersville:

Why do you feel you are qualified to be an Advisor to Student Senate? And what qualities do you possess that will be beneficial to Student Senate?

Please briefly describe your experience in an advisory position.

Millersville University

Effective: October 1997

Academic Program: Undergraduate Studies COOPERATIVE EDUCATION and INTERNSHIP PROGRAM

Revised, under review
Feb-Mar 2015

Cooperative Education (Co-op) and Internships are optional learning experiences that take place in a professional work setting rather than in a classroom. Co-op and Internships are the result of partnerships between the University and employers in business, industry, government and community-based organizations. The program is flexible, allowing students to work full-time or part-time. Students may participate in an internship locally, nationally or internationally.

An internship experience becomes part of the total learning experience, giving the student's academic program a sense of reality and relevance. As a result of the cooperative education internship program, students in any major can receive professional work experience, earn income and apply learned theories. Co-ops Internships also provides the opportunity for students to gain greater insight into their chosen career, allowing them to explore different professional environments and organizational cultures, providing them with the environment to learn how to interact with diverse personalities, and assisting them with either strengthening or redirecting their career choices.

The Millersville University students may begin to show his/her interest in the Cooperative Education Internship program as early as the first semester, freshman year. Sophomores and juniors (in some instances, seniors, too) are highly encouraged to take the first steps to find out more about Cooperative Education internships by completing an online orientation through Experiential Learning and Career Management. Students must complete this registration process by the end of the drop/add period.

At the discretion of the department, a minimum of three (3) credits up to a maximum of 12 credits (no more than maximum of four (4) internship experiences) may be counted in the major/minor or as electives toward normal graduation requirements. Additional credits will be counted over and above the normal graduation requirements. A Cooperative Education/Internship student may participate in a maximum of four (4) cooperative experiences. As with any course, there are academic requirements as well as appropriate tuition for each experience.

The Internship program is optional for most Millersville University majors. Students must, however, meet the following minimum criteria for participation:

1. Be enrolled in a degree program at Millersville University (MU); declared a major and/or minor.
2. Transfer and second degree students must successfully complete 12 credits at MU.
3. New first-time, undergraduate students must successfully complete at least 24 credits at MU.
4. A minimum CGPA and major/minor GPA of at least 2.0 is required (individual departments may stipulate higher CGPA/major/minor GPA requirements).
5. Departments may have additional credit or course prerequisites.
6. Have approval from the appropriate academic department to participate.

Program Requirements:

Students in Millersville University Internship Program earn academic credits for the internship experience. This means that the student must complete some minimum requirements in order to earn those credits:

1. Academic internships are generally completed for a minimum of 3 credits.
2. Students are required to participate in the internship over a period of 12 - 15 weeks, during the fall, spring or summer terms for a minimum of 120 hours, or generally 40 hours per credit. Individual departments may require more hours for the 3-credit internship experience. (e.g. Sociology is a minimum of 140 hours for 3 credits). The focus is on learning and educational objectives, not the number of hours accrued at the employer site.
3. Internship credits will not be awarded retroactively for internship hours performed at an earlier time, meaning a student cannot complete an internship in summer and register it for internship credit for the following fall semester.
4. Students must pay tuition (including summer internships).
5. Students must earn a favorable work evaluation from the employer.
6. Students must initiate and have a minimum of five (5) communications/meetings with the faculty internship supervisor establishing learning objectives, goal setting, providing progress reports and evaluating the experience. One of these communications/meetings should be a site visit as long as the company or organization is within 100 miles radius of Millersville University.
7. Departments and supervisors may require students to successfully complete and pass formative and summative assessments.
8. Complete any additional departmental assignments.
9. Complete an evaluation/assessment of the academic internship experience.
10. Graduation may be deferred in order to do an academic internship, but students cannot participate in an academic internship after graduation.

Effective: October 1997

Academic Program: Undergraduate Studies INTERNSHIP PROGRAM

Approved: October 1997
Reviewed: June 4, 2007
Deans' Council, Faculty Senate

Cooperative Education (Co-op) and Internships are optional learning experiences that take place in a work setting rather than in a classroom. Internships are the result of partnerships between the University and employers in business, industry, government and community-based organizations. The program is flexible, allowing students to work full-time or part-time. They may work locally, nationally or internationally. This work experience becomes part of the total learning experience, giving the student's academic program a sense of reality and relevance. As a result of the internship program, students in any major can receive work experience, earn income and apply learned theories. Internships also provides the opportunity for students to gain greater insight into their chosen career, allowing students to explore different work environments and organizational cultures, providing them with the environment to learn how to interact with diverse personalities, assisting them with strengthening or redirecting their career choices.

The Millersville student may begin to show his/her interest in the Internship program as early as the first semester, freshman year. Sophomores and juniors are highly encouraged to take the first steps to find out more about internships by completing an online orientation through Experiential Learning and Career Management. Students must complete registration process by the end of the drop/add period.

At the discretion of the department, a minimum of three (3) credits up to a maximum of 12 credits (no more than maximum of four (4) internship experiences) may be counted in the major or as electives toward normal graduation requirements. Additional credits will be counted over and above the normal graduation requirements. As with any course, there are academic requirements as well as appropriate tuition for each experience.

The Internship program is optional for most Millersville majors. Students must, however, meet the following criteria for participation:

1. Be enrolled in a degree program at Millersville University; declared a major and/or minor.
2. Have successfully completed at least 24 credits at MU.
3. Transfer and second degree students must successfully complete 12 credits at MU.

4. A minimum CGPA and major GPA of at least 2.0 is required (individual departments may stipulate higher CGPA/major GPA requirements).
5. Have approval from the appropriate academic department to participate.

Program Requirements:

Students in Millersville University Internship Program earn academic credits for the internship experience. This means that the student must complete some minimum requirements in order to earn those credits:

1. Academic internships are generally completed for a minimum of 3 credits.
2. Students are required to work over a period of 12 - 15 weeks, during the fall, spring or summer terms for a minimum of 120 hours, or generally 40 hours per credit. Individual departments may require more hours for the 3 credit internship experience. (e.g. Sociology is a minimum of 140 hours for 3 credits.) The focus is on learning and educational objectives, not the number of hours accrued at the employer site.
3. Internship credits will not be awarded retroactively for internship work performed at an earlier time, meaning a student cannot complete internship work in summer and register it for internship credit for the following fall semester.
4. Students must pay tuition (including summer internships).
5. Students must earn a favorable work evaluation from the employer.
6. Students must initiate and have a minimum of five (5) contacts with the faculty internship supervisor establishing learning objectives, goal setting, providing progress reports and evaluating the experience.
7. Students must write an outcome paper which is a reflection of the internship experience. Individual departments may require essay reflections, poster presentations, portfolios or other media-related form to document the internship experience.
8. Complete an evaluation/assessment of the academic internship experience.
9. Complete any additional departmental assignments.
10. Graduation may be deferred in order to do an academic internship, but students cannot participate in an academic internship after graduation.

Fact Sheet

Bachelor of Arts Multidisciplinary Studies (39 credit hours)

Coordinator: Dennis B. Downey, PhD (ext. 3924)

Introduction

The Bachelor of Arts in Multidisciplinary Studies is an innovative major centered in the liberal arts and sciences and cultivates multidisciplinary perspectives within the University's established school and departmental structure. With careful guidance and academic advisement students will be able to tailor their major to particular areas of strength and interest. As the designated administrator for this new major, the Multidisciplinary Studies Coordinator directs the program and advocates on behalf of students enrolled in the major. The Coordinator will work with a faculty Multidisciplinary Curriculum Committee to assure that proposed programs within the major meet the approved guidelines and requirements. The Multidisciplinary Curriculum Committee will certify that any proposed program of study meets established criteria.

In addition to working closely with the Coordinator, every student in the major will be assigned an academic advisor(s) with expertise in the proposed program of study. Each course of study will culminate with a faculty-directed capstone experience. Content integration, academic rigor, and learning across disciplines are key attributes of the major. Curricular flexibility will be augmented by careful faculty advisement to ensure timely graduation. Rigor is embedded in defined levels of course work leading to the integrative capstone experience.

Program Structure/Administration

There are two ways to develop a MDST curriculum proposal:

Faculty from the same or different Schools or academic departments may propose curricular programs for inclusion in the Multidisciplinary Studies major. The faculty-initiated programs must conform to the curriculum structure and requirements, and they must be approved by the Coordinator and the Multidisciplinary Studies Curriculum Committee.

OR

A qualified student (new admit or continuing student with a minimum of a 2.0 GPA) may initiate the request following the steps outlined below. Students must work closely with the Coordinator and a faculty advisor(s) to define a course of study that conforms to program requirements and to assure that all University requirements are met. No student may self-select a program of study; the established advisement process must be followed.

In either case, the Multidisciplinary Studies Coordinator will have overall responsibility for oversight and work with students, faculty, administrative offices and departments to ensure that program outcomes and requirements are satisfied.

Curriculum Overview

The proposed curriculum comprises a maximum of 39 semester credit hours (“credits”) of course work in the major. The proposed curriculum is divided into three constituent parts, with the remaining credits used to meet the General Education requirements and elective credits.

Core Program 1	18 credits	(9 credits advanced coursework required)
Core Program 2	18 credits	(6 credits advanced coursework required)
Capstone Course	3 credits	(advanced research seminar, internship, or practicum)
MAJOR TOTAL	39 credits	(18 credits advanced coursework required)

Note: Students in the major will also identify (with their advisor) three electives (minimum 9 credit hours) of appropriate and related course work. These electives may be drawn from General Education credits.

Note: With the approval of the Program Coordinator and the student’s advisor(s), a program of study may be modified to include (#1) 18 credits from an existing department or minor program and (#2) 9 credits each from two related departments or programs. No student may graduate in the major without successfully completing a minimum of 36 credits in the Core Program and a Capstone Course.

Major Template:			
Core Program 1	(18 credits)	Core Program 2	(18 credits)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Capstone	(3 credits)		

Related Electives	(9 credits)		
_____	_____	_____	