

## Faculty Senate Minutes for Tuesday, November 5, 2019

**In attendance:** Academic Advisement, Applied Engineering, Safety & Technology, Art & Design, Athletics, Biology, Chemistry, Communication & Theatre, Computer Science, Counseling & Human Development, Early, Middle & Exceptional Education, Earth Sciences, Economics, Educational Foundations, English, Geography, Government and Political Affairs, Language & Culture Studies, Management & Marketing, Mathematics, Music, Nursing, Philosophy, Physics, Psychology, Social Work, Wellness & Sport Sciences, GCPRC (Tiffany Wright), Student Senate, Dr. Delle, Dr. Doug Frazer, Ms. Alison Hutchinson, Dr. Jill Craven

The meeting was called to order at 4:10 pm

- I. **Dr. Kathleen Walsh welcomed and introduced senators, administrators and other special guests**
- II. **Minutes from Faculty Senate meeting on Tuesday, 10/22/19, **Unanimous Approval****

### **Dr. Wubah report:**

Dr. Wubah stated that he has a monthly meeting with Dr. Kathleen Walsh to know what is happening at Faculty Senate. Thanks to all of you for the hard work and diligence that you do to make it possible for MU to put together 8 new programs last year and 2 new programs this year. 7 out of 8 from last year have been approved, and this is the highest success rate in the state at this moment. Two new proposals are going to the Council of Trustees next meeting, and the goal is to fast track it so that in two years we will have 10 programs that have gone through. Listening tours not yet complete. Out of 26, only 3 remain and will be visited this semester. The listening tours have not been a one-time visit, instead he will be coming back. Strategic plan is being worked on. As we speak, we have the final document for accreditation and it has been sent to Middle States prior to a preliminary visit this month. March 29-April 1, 2020 will be the official site visit. Summer meeting is when vote will take place. College of Business is launched, enrollments appear to be healthy. Started the search for a permanent dean who will be in place by middle of March. Presidential Leadership Institute has started with 5 staff and 5 faculty, it is going well, next year it will be expanded to 10 staff and 10 faculty members.

**Two comments:** Reminder that the OER (open educational resources) program was started last year, ¼ million dollars saved last year, this year they are putting more money into this initiative to save students even more money. Please consider this concept. Secondly, Dr. Wubah noted that one of the search candidates said “I arrived two days ahead of my visit date and walked around the campus not knowing anyone, just asking students questions ...”. This person said that every single student that they spoke to said that our faculty are engaged. This was not prompted, not a survey, just what our students stated. This is the best kind of recognition we can give to faculty on campus.

The capital campaign is on track to go past \$2 million dollars, not for buildings, for student/faculty relationships.

Commencement, please attend in regalia.

### III. Proposed Curricular Frameworks for endorsement (None)

### IV. Proposed Courses and Programs

#### **Unanimous Approval** - Undergraduate Course Proposals Consent Agenda

##### New Course Proposals

- 1) MUSI 330 Live Audio 2 (MUSI New Course Proposal 029): Proposal to add new course to the Music Industry program.
- 2) MUSI 497 Live Audio 3 (MUSI New Course Proposal 031): Proposal to add a new course to the Music Industry program.

#### **Unanimous Approval** - Course Changes

- 1) ENGL 481 History of Film (ENGL Course Change Proposal 060): Proposal to add D and G1 labels.
- 2) ENG 414 (\*) The British Novel (new title; ENGL Course Change Proposal 086): Proposal to change title from The English Novel to The British Novel and update course description.
- 3) ENGL 240 (\*) The Art of Film (new title; ENGL Course Change Proposal 090): Proposal to change title from Intro to Film to the Art of Film. *CAP system indicates a change in 'contact' hours (from 3.0 to 4.5) but there is no change in credits earned to students (3.0). Faculty Senate did not take up the issue of credit hours.*

#### **Unanimous Approval** - Curricular Change

- 1) MGMT MKTG (Curricular Change Proposal 033): Proposal for three changes to the pre-baccalaureate certificate in marketing, including 1) the removal of MKTG 335 (Advertising) as a required course and replacing it with an elective; 2) expanding available electives; and 3) change several admissions criteria. (New 11/4/19)

**Graduate Course Proposals & Graduate Course and Program Review (GCPRC)**, Chair: Tiffany Wright

#### **Consent Agenda (CAP Proposals)**

##### **Unanimous Approval** - New Course Proposals

- 1) NURS 550 School Nursing and Diverse Learners (NURS New Course Proposal 018): Proposal for a new graduate course to the NURS curriculum, in School Nursing and Diverse Learners with DL designation.

##### **Unanimous Approval** - Course Changes

- 1) NURS 560 School Nursing-Clinical Practicum (NURS Course Change Proposal 020): Proposal to change course title from School Nursing to School Nursing-Clinical Practicum and add DL designation.

##### **Unanimous Approval** - Curricular Change

- 1) NURS School Nurse Certification (NURS Curricular Change Proposal 019): This proposal seeks to modify the existing certificate program in School Nurse Certification, and to move the entire program to online delivery.
- 2) PSYC MED in School Psychology (PSYC Curricular Change Proposal 027): Proposal to add new course to the MEd in School Psychology, and in so doing increase the required number of credits for the program from 36 to 39 credits.

## **First Reading Curricular Proposals (paper format; uploaded to D2L)**

### New Course Proposals

- 1) PSYC 626 Trauma Treatment: Theory, Research and Methods (proposal for a new 3 credit course) full document posted in D2L.

### Course Changes

- 1) PSYC 630 Group Process and Personality title change to PSYC 630 Group Work: Theories and Intervention: Proposal to change course title and update content to reflect licensure educational requirements.

## **First Reading Policy Proposal (attached)**

- 1) Accelerated Bachelor's to Master's Degree Programs and Early/Dual Admission to First Professional Master's Degree Program Policy, Contacts: Tiffany Wright/Kelly Kuhns:  
The purpose of this policy is to communicate the instructions, processes, and standards regarding the establishment of accelerated bachelor's to master's degree programs and early admission to first master's degree program at Millersville University. This policy is closely aligned with overall PASSHE policy regarding accelerated bachelor's degree programs.

Dr. Tiffany Wright stated that there is a growing number of students who are interested in this concept along with other PASSHE schools. This will allow us to remain competitive in the market. It looks just about exact to the PASSHE policy. GCPRC is not stating that programs must do this but instead it allows programs to do this if it will work for your particular area. Lengthy discussion about how to move this concept through the CAP system since changes will be needed at both the UGRAD and GRAD level. Curricular policy might need to be taken through another committee such as Academic Policies Committee. Since approval of the concept is the first step in the process, we don't need to determine the exact policy at this time. Victor DiSantis stated that it might be possible to develop an articulation agreement with other PASSHE programs. This might be an open door for us to look at new opportunities. Dr. Delle said that this will result in the fact that there will be an increase in the number of students who will be taking 500 level courses and use them simultaneously for the undergraduate and graduate degree. Ms. Hutchinson doesn't see this program to be limited to 500 level classes. What about the grad students who are taking 600 level classes? There is not yet an explanation as to how GPA's will be separated. Consider putting something in this proposal that deals with this. Ms. Hutchinson will think about language that can be put in place to clarify the GPA issue. Reach out to Dr. Tiffany Wright if you have any additional feedback regarding this proposal. Dr. Ogutu stated that this proposal went to APC first but APC thought that it should go through GCPRC first. Policies will need to be formalized and considered following the approval of the proposal. Dr. Craven requested that departments be able to change 600 level classes to 500 level without putting them all through CAP one at a time. Students will be able to take 600 level classes once they are officially matriculated graduate students. Dr. Delle believes that this will be a recruitment endeavor. Reach out to Dr. Tiffany Wright if you have any additional feedback regarding this proposal.

- V. **Report of the Faculty Senate Chairperson:** <https://www.millersville.edu/fsenate/index.php>

Please use the OER initiative with your students. Dr. Walsh noted that students are now properly citing in her classes. This may be due to the OER.

Consider leadership-oriented roles on Faculty Senate as we enter into the new year. Dr. Walsh will happily help with those initiatives.

- Graduation is on December 15<sup>th</sup> please attend in regalia.
- Faculty Senate Meeting Dates Fall 2019 and Spring 2020 (1<sup>st</sup> and 3<sup>rd</sup> Tuesday)
  - November 19<sup>th</sup>
  - December 3<sup>rd</sup>
  - February 4<sup>th</sup> and 18<sup>th</sup>
  - March 3<sup>rd</sup>
  - April 7<sup>th</sup> and 21<sup>st</sup>
  - May (5<sup>th</sup> is first day of finals....may have electronic vote?)
  - June date TBD

#### **VI. Report of the APSCUF President**

Nobody present from APSCUF. Dr. Walsh stated that we have a tentative agreement. Please read and be prepared to vote for the contract ratification next Monday, Tuesday, and Wednesday.

#### **VII. Report of the Student Government Association**

Brittnay Goranson stated that they are focusing on elections for student positions. Nominations close on November 11<sup>th</sup>. Mental health town hall is coming soon on November 21<sup>st</sup>. Holding coffee and commuters in SMC on Tuesday and Thursday. Book grant is currently underway, \$250 for 50 students, requires a short essay. Deadline is November 24<sup>th</sup> for spring semester awards.

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

Nobody present.

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

Dr. Wubah spoke at start of meeting.

Dr. Delle reiterated information regarding the Middle States pre-visitation.

Vetting apps for Dean of Student Success, search is going well, candidates on campus as early as the first week of December.

Dr. Frazer had no report for today.

Ms. Alison Hutchinson stated that the withdrawal deadline has passed. Registration has started this week and goes through the 15<sup>th</sup>. This is also first-generation student week. You can get a "1<sup>st</sup> Generation Supporter" ribbon if you want. Saturday is the last open house for the Fall season.

Dr. Shaun Cook, Psychology senator asked if it is normal for students who had signed "W" forms to be on rosters still which is correct. They disappear from D2L but not from your roster.

However, you will not have to grade them in Banner. Psychology is requesting that the student information remain in D2L so that faculty always have the data about the students who withdrew. Everything seems to disappear including grades, assignments, etcetera.

Dr. Cook also noted from advising, that students who were part of pre-scholar program, were pre-registered for all five classes but they were not the correct classes. All three advisors want to know who registered these students and why the students are locked out and not able to change anything. It was stated that there is currently an initiative for an intentional scheduling plan, if students have more structure to their schedule then they will be in the right classes. Departments should have been involved in the determination of classes. This doesn't appear to have happened. Dr. Sciaretta said that non-faculty chose those classes which impacts CBA guidelines and then there is a hold on those student accounts so that the courses cannot be changed. How do we fix this and get them in the correct courses this week? Dr. Delle will talk to Brian Hazlett and will provide an update. Ms. Hutchinson says that the classes are a continuation of what they took in the fall. Perhaps these schedules need to be revisited because more and more problems are being noted. These students are not being allowed to take major courses. Dr. Delle believes that they were only to be scheduled for three courses but they are being put in five.

**X. Announcement of new courses, programs or changes to existing courses/program**

- Math will have three new courses, 1 course change, and 1 curriculum change.
- Summer literacy institute will be adding some numbers to allow school districts to reimburse faculty due to “same number” issues.

**XI. Reports of the Faculty Senate Standing Committees**

- APC would like to vote on the two changes individually after having discussed the conversation prior.
  - Unanimous Approval** - Jack Ogutu motioned, Sam Earman second to take the motion of the table.
  - Unanimous Approval** - Jack Ogutu voted, Sam Earman second to amend the proposal to vote individually on each piece of the proposal.
  - Unanimous Approval** - Jack Ogutu motioned that we table the decision once again, Kathleen Walsh seconded.
- 1) “Undergraduate Academic Policy: Academic Standards, Probation, Dismissal and Appeal.” Proposed policy change to eliminate the difference in GPA for students with under 32 credits; to eliminate the additional “Warning letter” requirement between 16.5-32 credits AND change the third line to 16.5 or more, below a 2.0 gets put on Probation (merge lines 3 and 4);
- 2) AND to modify page 2 guidelines related to attending winter/summer sessions. Referred to APC by Deans Council on September 18, 2019. The Dean’s Council and APC report that these changes will have a positive impact on students’ persistence rates.
- Educator of the Year Committee (EDOY): Ex-Officio chair, Shaun Cook – flyers are up, announcement will go out in Ville Daily closer to the deadline.

- General Education Review Committee (GERC) Chairperson: Carrie Smith
  - 1) **Unanimous Approval - Second Reading:** Proposed change to the General Education Program; posted in D2L with track changes and summarized below from pages 8-9:

**Original Language**

*Advanced Writing:* Students who successfully complete their English composition requirement, will take one of the courses listed below or another approved Advanced Writing course during their junior or senior years. Individual departments with programs which offer a significant advanced writing course, such as senior thesis or advanced foreign language composition, may petition through the appropriate academic channels to have such a course accepted as an alternate to the upper division writing course in English.<sup>2</sup>

**Revised Language**

*Advanced Writing:* Students who successfully complete their English composition requirement will take one of the approved Advanced Writing courses during their junior or senior years. Individual departments with programs which offer a significant advanced writing course, such as senior thesis or advanced foreign language composition, may petition through the appropriate academic channels to have such a course accepted as an alternate to the upper division writing course in English.<sup>2</sup>

- University Honors College Committee Chairperson: Shaun Cook

**Report:** Senators, please do the following and report back at the next senate meeting:

- 1) Ask your chairs to report to the Honors College Director if an H section of a course is being offered – this is to be a standing request for any semester/session
- 2) Does your departmental offer departmental honors? If so:
  - Does it require a thesis?
  - Is there any documentation available that can be shared with the UHCC?

**XI. Reports of the Faculty Senate, Convened Committees, Area or Special Committees**

- None

**XII. Faculty Emeriti Resolutions**

- **Unanimous Approval** - Dr. Kenneth P. De Lucca, Professor, Department of Applied Engineering, Safety & Technology, Tom Bell motioned to approve, Sam Earman seconded.

**XIII. Faculty Senate Elections**

**XIV. New Business**

**XV. Adjournment** [and table/chair moving, please]

Meeting was adjourned at 5:45 pm.

Minutes respectfully submitted by Professor Jeri Robinson-Lawrence, Art & Design Senator