

**Millersville University**  
**UCAPC - Meeting Minutes**  
**09/16/2025**

The meeting was called to order at 4:30pm. All departments were in attendance except Interdisciplinary Studies (IDST).

Also in attendance: Dr. Gail Gasparich (Provost), Dr. Rachel Finley-Bowman (Associate Provost), Dr. Ollie Dreon (APSCUF-MU President), Dr. Nicole Pfannenstiel (GCPRC Chair), Dr. Kim McCollum-Clark (General Education Coordinator), Alison Hutchinson (Registrar), Dr. Ethan Frost (SCTE CCC Chair)

**I. Welcome and introductions of representatives and other guests**

**II. Minutes of the UCAPC**

- Minutes from the 9/02/2025 meeting were approved with one small correction via a Granruth/Saunders motion without dissent.

**III. Report of the UCAPC President (Dr. Aileen Hower, EMEE):**

- Aileen noted that there are still a number of open seats on UCAPC committees, especially APC and GEOAC. Interested faculty members should contact Antonia Cardwell.
- Aileen had attended the most recent Council of Trustees meeting:
  - She shared that many faculty accomplishments had been shared by Gail and Ollie.
  - There was a nice savings for Fall from the OER.
  - Chief Anders thanked faculty for inviting him into the FYEX classes.
  - System priorities were shared from the Chancellor:
    - Expanding access to low-enrolled programs through course-sharing.
    - Increased enrollment of adult learners. There are currently 11 online degree completion programs and 3 fully online undergraduate programs.
    - Optimizing class size to meet the CPP targets and implementing space optimization to provide an adequate number of seats.
    - Optimizing course offerings through use of CourseDog and the Program Array.

**IV. General Education Update (Dr. Kim McCollum-Clark, General Education Coordinator):**

- Kim thanked those present for the many proposals that have already flowed into CourseDog, and noted that submitting a proposal within the next few days should still give it enough time to go through the approval process for a Fall 26 offering.
- She reminded people to keep an eye on the deadline for Spring 27 offerings (End of January 2026).

- Kim and Rachel will be planning/designing training for advising as we transition to the Gateway program that will be offered this Spring.

## **V. Proposed Curricular Frameworks for endorsement**

- None

## **VI. Proposed Courses and Programs**

- Consent agenda – *The following new and changed courses and programs were approved without dissent.*
  - Undergraduate Proposals (Chairpersons: Dr. Susannah Boyle, Prof. Krista Higham, Dr. Betty-Jo Bowers):
    - Suz reported that at the next UCPRC meeting they will be reviewing all (non-gen-ed) proposals that were paused over the summer, and you will be reached out to if you are due for recertification
  - Graduate Proposals (Chairperson: Dr. A. Nicole Pfannenstiel):
    - [SOWK 632](#) (non-consent agenda; discussion needed)
    - [SOWK 628](#) (non-consent agenda; discussion needed)
    - There was discussion of the issues that had arisen at GCPRC that had led to the approval at that level not being unanimous.
    - The proposals were approved with 22 in favor, 3 opposed, and 3 abstentions.

## **VII. APSCUF Updates (Dr. Ollie Dreon):**

- Ollie mentioned that faculty should have received an email regarding the town hall on Thursday night regarding the side letter regarding the IUP College of Medicine side letter.

## **VIII. Report of the Student Government Association (Tevon Kerr-Hornbaker, SGA President)**

- Aileen reported on behalf of Tevon.
- She reminded those present about the Majors Fair on 9/23/25 from 11am – 2pm on the Ville Courts.

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

- None

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

- Dr. Rachel Finley-Bowman (Associate Provost):
  - While these numbers have not been checked for duplication, Rachel shared that as of mid-September there are 84 approved proposals for the Gateway Program, 157 at some stage of the CAP process, and there are 230 that are planning to submit.
  - The Cornerstone stage is largely complete.

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

- None

## **XII. Reports of the Faculty Senate Standing Committees**

- Academic Standards Committee (ASC) Chairperson: Dr. Maja Klosinska, BIOL:
  - There was one appeal from a student who was dismissed 3 times from the university, and is now returning with amnesty.
- General Education Review Committee (GERC) Chairperson: Prof. Krista Higham, LIBR
  - Krista noted that, of the 150 proposals currently in-progress, 100 have come in since the start of the Fall semester.
  - She asked those present to recruit colleagues to serve on GEOAC – those interested should contact Antonia and Krista.
  - There have been a few duplicate submissions of proposals – sometimes CourseDog has a bit of a lag so don't keep hitting submit.
  - Don't wait to submit your Spring 27 course proposals if you have the proposal ready now – you don't have to wait for the mid-January deadline.
- Multidisciplinary Programs Curriculum Committee Chairperson: TBD
  - Duane is stepping down as Chair
  - An email has gone out to the committee to see if any current members would like to be chair, but if you know of anyone who has experience with MDST programs who would be interested in serving as chair, let Antonia know.
- University Honors College Committee Chairperson: Dr. Aileen Hower, EMEE
  - Aileen noted that Honors College courses should go through the Honors College Committee.

## **XIII. New Business**

- None.

## **XIV. Adjournment**

- Meeting adjourned at 5:17pm via a Higham/Bowers motion that was approved without dissent.

Respectfully Submitted,  
Antonia Cardwell  
UCAPC Secretary

**Meeting Summary 09/16/25:**

Minutes Approved:

9/2/2025

- Approved courses and programs:
  - Graduate Proposals:
    - [SOWK 632](#)
    - [SOWK 628](#)
- Approved policies:
  - None