

AGENDA

Penn State Berks Senate

Monday, October 19, 2015

1:00-2:30 PM

121 Gaige

- **Call to Order**

- **Additions, Corrections, and Approval of Minutes of September 21, 2015 meeting**

- **Announcements and Reports by the Chair**

- **Reports of Officers, University Senators, SGA President, and Student Senator**
 - Vice Chair and Senator Nasereddin
 - Secretary Greenauer
 - Senator Aynardi
 - Senator Snyder
 - SGA President
 - Student Senator

- **Comments and Announcements by Administrators**
 - Chancellor Hillkirk
 - Chief Kevin Rudy
 - Senior Associate Dean Esqueda

- **Unfinished Business**
- **Motions from Committees**
- **Informational Reports**
- **New Legislative Business**
- **Forensic Business**
- **Comments for the Good of the Order**
- **Adjournment**

Penn State Berks Senate
September 21, 2015
1:00-2:30 PM, Room 121, Gaige Building

Attendees: Ali Alikhani, Martha Aynardi, Tara Beecham, Mike Briggs, Donna Chambers, Valerie Cholet, Tricia Clark, Ruth Daly, Nancy Dewald, Justin DiAngelo, Colleen English, Azar Eslam Panah, Mike Fidanza, Bob Forrey, Leonard Gamberg, Katie Garcia, Nathan Greenauer, Helen Hartman, Ben Infantolino, James Karlinsey, Samantha Kavky, Mahsa Kazempour, Abdullah Konak, Sadan Kulturel, Jim Laurie, Ada Leung, Daonian Liu, Joe Mahoney, Lauren Martin, Cesar Martinez-Garza, Ray Mazurek, Catherine Mello, Chrystine Mitchell, Tami Mysliwicz, Mahdi Nasereddin, Rungun Nathan, Randall Newnham, Shannon Nowotarski, Dawn Peifer Reitz, Alexey Prokudin, JoAnne Pumariega, Jiambing Qi, Brenda Russell, David Sanford, Jessica Schocker, Jenifer Shannon, Alice Shaparenko, Allison Singles, Brett Spencer, Hartono Tjoe, Amy White Berger, Donghwan Yoon (Faculty); Marie Smith (Staff); Pradip Bandyopadhyay, David Bender, Kim Berry, Paul Esqueda, Walt Fullam, Lisa Glass, Keith Hillkirk, Janelle Larson, Belén Rodríguez Mourelo, John Shank (Administration); Joseph Chletses, Emilio Figueroa, Jessica Hoag (Students)

- 1. Call to Order**
- 2. Additions, Corrections, and Approval of Minutes of the April 27, 2015** –The Vice Chair called for corrections, additions to the minutes; hearing none, a vote was called to approve the minutes; *the minutes were approved unanimously.*
- 3. Announcements and Reports by the Chair – Not present**
- 4. Reports of Officers and University Senators**
 - **Vice Chair Nasereddin** – The promotion & tenure elections concluded on the September 9 for HASS, Science and EBC, and were announced via e-mail; another run-off election also took place for a second HASS seat, which was announced on September 16.
 - **Secretary Greenauer – No report**
 - **Senator Aynardi** – The Senate approved emeritus status for fixed-term faculty. For anyone interested in seeing this legislation, it is posted on the Senate Web site. President Barron has asked the Senate to create opportunities for engagement for all students with special attention made toward engaged scholarship. By 2020, he would like every student to be able graduate with at least one engaged scholarship activity. An informational report will be forthcoming as well as a legislative report by year-end. This provides an opportunity for faculty to be thinking about their courses and how to best get students involved with engagement especially as it relates to the programs and courses that you teach.
 - **Senator Snyder – Not present**
 - **SGA President** – The SGA recently named Emilio Figueroa the new Vice President of SGA. Members of the SGA attended the CCSG this past weekend; the following topics will be highlighted this year: veteran affairs, green initiatives, mental health, and under-staffing of employees in student life.
 - **Student Senator – No report**
- 5. Comments and Announcements by Administrators**
 - **Chancellor Hillkirk –**

- As of this morning, enrollment stood at 3,025 students. Although some adjustments will continue to be made due to the financial aid process, we are encouraged by these numbers and are hopeful that perhaps for the first time, our final enrollment will be over 3,000 students. This is testament to all of you, our admissions personnel and the hard work of a lot of people to successfully communicate to prospective students and families that Penn State Berks is the place to come for them and earn their degree. Penn State Berks has one of the highest yield rates of any Penn State College. This rate reflects students who apply and ultimately come to Penn State Berks.
- Dr.'s Nathan, Larson and Esqueda, as well as all the engineering faculty, are to be commended for their work on the recent ABET site visit for the Mechanical Engineering program. We will not know the final outcome in terms of our accreditation for about a year; however, feedback from the team during in the exit interview was quite positive. Concerns that were identified can be addressed or are already being addressed.
- Challenges remain with regard to the laptop encryption process currently underway. The process currently underway is due in part to a previous conversation that took place with IT at University Park as part of an audit finding. This puts us in a position where we must respond. As a result of that conversation, it was agreed to set December 31, 2015 as the deadline for all laptops to be encrypted at Penn State Berks. This initiative is very important. It is very important for faculty to work with IT in order for us to meet this deadline. Lisa Glass reported the time-frame for faculty turning over their laptop for encryption is 48 hours; loaner equipment is available during the interim. Glass also reported, as of this morning, the completion rate at Penn State Berks is 55%; this leaves approximately 90 laptops yet to be completed.
- In the very near future, everyone at Penn State Berks will be required to have a background check. Currently, anyone who is newly employed with the University must have a complete background check done prior to employment. Currently, Penn State Berks has 31 dual enrollment students; those who are local high schools students (typically seniors) who enroll in courses. While the state legislation changed a while ago, what did not change is the requirement that if we have a student, who is a high school student and is in the dual enrollment program, any faculty member teaching that student must complete the background check process. The deadline for completion of this process is December 31, 2015. More details will be forthcoming with regard to this initiative in order for us to meet the December 31st deadline. A question was raised with regard volunteer clearances and why we are not being able to utilize these. Was this decision a Penn State decision or part of the State Law? Senator Aynardi shared at a recent Senate meeting the legal counsel reported it is transferrable from a professional institution in the education field to volunteers but not the other way around. The Chancellor will follow-up.
- On September 8, a Call to Action seminar was simulcast here from University Park; approximately 100 faculty, staff and students attended this event. The subject matter pertained to the issue of sexual assault. Much will be coming forth surrounding this important issue. The challenge is enormous not just at Penn State but at every college and university throughout the country. He indicated he will do all he can within his capacity to work with faculty in order to address this very big challenge at Penn State Berks. He highlighted some of the things we will be learning more about include bystander training. This training will allow for a deeper understanding and will also provide the individual with a set of skills for intervening when witnessing something of concern. During many of the conversations concerning this subject the topic of alcohol comes up and how often this plays a role with regard to sexual assault. This

also will have to do with challenging all of us to take responsibility for ourselves as well as students caring for what happens to their fellow students. He will be meeting with a cross-section of the campus in the very near future to learn more about the happenings on campus and to find ways in which we may address these areas of concerns. We need to do everything we can to change attitudes, understanding and behaviors with regard to sexual assault.

- This year, Penn State Berks will be partnering with Rock Ethics Institute concerning Goal VI of the Strategic Plan. They will be visiting Penn State Berks on three separate occasions; the first will be on November 20; this will be a workshop that will highlight ways in which this issue may be addressed with regard to teaching. This workshop will be a preamble to the Faculty Retreat that will be held on December 18. Both of these events will be in preparation for a course that will take place in May, 2016. More details will be forthcoming.
- He indicated he has learned of conversations taking place on campus with regard to the Strategic Plan and some of the aspirational action steps identified within the strategic planning process. One specifically had to do with research productivity (Goal V). These conversations are welcomed. He stressed the importance of always aspiring to get better because the competition out there is great. He indicated his time will be spent looking at ways in which we can get better in every possible way, this includes the areas of research, engaged scholarship, ethical responsibility, and ethical decision making.
- The Penn State Berks Homecoming Event will take place this weekend, September 25-27. All are welcomed. If you do plan to attend, registration is required.

- **Senior Associate Dean Esqueda –**

- A faculty meeting will take place this Wednesday in Gaige, room 121. This meeting will be an opportunity to discuss a lot of things that are more operational and perhaps less long-term. He indicated there is a lot to be covered on the agenda and the hope for a good turnout.
- The Faculty Retreat will take place on Friday, December 18; the topic will focus on Goal VI of the Strategic Plan (educate and prepare students for ethical and responsible citizenship in a diverse, global, and interdependent society and world), and ways in which to embed these philosophies into our academic programs.
- Fall commencement will be held on Friday, December 18 at 7:00 p.m. As per Berks tradition, the Alumni Achievement Award will be presented during the faculty/staff dinner preceding commencement.
- He mentioned his office is very busy right now with P&T, sabbatical application reviews as well as eight faculty searches; five are new positions (Accounting (2); Rehabilitation and Human Services; Criminal Justice and Hospitality Management), and three are existing positions (Education; IST and Math).

6. Unfinished Business – None

7. Motions from Committees –

- **Motion from the Executive Committee to approve the meeting dates (Appendix A) –** Since this motion comes from Executive Committee, it needs no second. The Vice Chair called for a motion to approve; a vote was called and *the motion was approved unanimously.*

- **Motion from the Executive Committee to approve the committee chairs (Appendix B)** – The vice Chair called for a motion to approve; a vote was called and *the motion was approved unanimously*.

8. Informational Reports –

- **Berks Senate Committee Rosters (Appendix C)**
- **Berks Senate Committee Charges (standing charges and other) (Appendix D)**

9. New Legislative Business – None

10. Forensic Business –

- **Discussion of “Penn State Values” that was implemented by the University during the summer – Senior Associate Dean Esqueda** – A review of the previous workshop with Berks faculty and Tim Balliett, University Ethics Officer was shared. The Office of Ethics and Compliance traveled to all the commonwealth campuses to gather information and as a result, the following six values were established: (1) Integrity: We act with integrity and honesty in accordance with the highest academic, professional, and ethical standards; (2) Respect: We respect and honor the dignity of each person, embrace civil discourse, and foster a diverse and inclusive community; (3) Responsibility: We act responsibly, and we are accountable for our decisions, actions, and their consequences; (4) Discovery: We seek and create new knowledge and understanding, and foster creativity and innovation, for the benefit of our communities, society, and the environment; (5) Excellence: We strive for excellence in all endeavors as individuals, an institution, and a leader in higher education; (6) Community: We work together for the betterment of our University, the communities we serve, and the world. All were approved by the President’s Council on June 15, 2015. Please share these principles with your students.
- **Discussion of the revised learning objectives for the domains in the General Education restructuring – Senator Aynardi (Appendix E)** – At a recent Division meeting, the Division Heads presented to faculty the learning objectives for the various domains within the General Education Program. If you were unable to attend, it is important you make yourself aware in preparation of what is coming. In review, as a result of the Middle States accreditation process, the University was asked to do several things; one of the things that wasn’t accomplished was to access the General Education Program. Much of the work on this has already taken place at Penn State Berks but that was not the case at the other locations. The University has hired someone to oversee the process and mandated a plan must be in place by 2017. Working groups were created last spring in order to work on the objectives for the domains and a number of meetings took place in order to make sure that the information provided was consistent. As a result, surveys will be sent to any faculty who have taught a Gen Ed course over the next few weeks and the criteria will be, if the faculty member has taught a Gen Ed course within the past three years, they will receive a survey. As part of this, you will be asked to either accept or reject the new domains. For those that are rejected, be aware that they will be brought back to their original content, those from the 1990’s. Either way, a plan must be in place by 2017. It is very important that you look at these carefully, share any feedback you may have and think about ways that you could make them better especially as it relates to your own domain.

11. Comments for the Good of the Order – None

12. Adjournment