

Penn State Berks Senate

Monday, April 20, 2009

1:00-2:30 PM, Multi-Purpose Room

Agenda

- **Call to Order**
- **Additions, Corrections, and Approval of Minutes of the March 23, 2009 meeting**
- **Announcements by the Chair**
- **Reports of Officers and University Senators**
 - Vice Chair Dunbar
 - Secretary and Senator Zambanini
 - Senator Aynardi
 - Senator Bowers
 - Senator Nasereddin
 - Senator and Parliamentarian Romberger
 - Student Senator Karazsia
- **Comments and Announcements by Administrators**
 - Chancellor Speece
 - Associate Dean Esqueda
- **Unfinished Business**
- **Motions from Committees**
 - Legislative Report on Space for Emeritus Faculty, Physical Facilities and Safety Committee (**Appendix A**)

- Legislative Report on Student Facilities Fee Membership, Student Life Committee (**Appendix B**)
- **Informational Reports from Committees**
 - Academic Affairs Committee Meeting Notes from March 16, 2009 (**Appendix C**)
 - Informational Report on Faculty Salaries, Strategic Planning and Budget Committee (**Appendix D**)
 - Strategic Planning and Budget Committee Meeting Minutes, April 6, 2009 (**Appendix E**)
 - Strategic Planning and Budget Committee Meeting Minutes, March 16, 2009 (**Appendix F**)
 - Informational Report on Faculty Involvement, Student Life Committee (**Appendix G**)
 - Student Life Committee Minutes, March 16, 2009 (**Appendix H**)
- **New Legislative Business**
- **Forensic Business**
- **Adjournment**

Penn State Berks Senate
Monday, March 23, 2009
1:00-2:30 PM, Multi-Purpose Room

Attendees: Khaled Abdou, Mohamad Ansari, David Aurentz, Martha Aynardi, David Bender, William Bowers, Ruth Daly, Jennifer Dareneau, Nancy Dewald, Maureen Dunbar, Bob Forrey, Paul Frye, Leonard Gamberg, Sudip Ghosh, Hassan Gourama, Jui-Chi Huang, Selvi Jagadesan, James Karlinsey, Abdullah Konak, Gary Kunkelman, Shiyong Lee, Dan Litvin, Michelle Mart, Cesar Martinez-Garza, Deena Morganti, Mike Moyer, Tami Mysliwicz, Mahdi Nasereddin, Andy Romberger, Jeanne Marie Rose, Brenda Russell, Dave Sanford, John Shank, Alice Shaparenko, Steve Snyder, Terry Speicher, Rosario Torres, James Walter, Janet Winter-Becker, Bob Zambanini (Faculty); Marie Smith (Staff); Pradip Bandyopadhyay, Mary Lou D'Allegro, Pat Kohrman, Belen Rodriguez-Mourello, Susan Phillips Speece (Administration); Sean Goheen, Steven Iacovino, Zack Karazsia, Jackie Kinsley, Eric Miggins, Tyler Washburn (Students)

1. **Call to Order**
2. **Approval of Minutes of the Preceding Meetings – Minutes of February 16, 2009 – *approved***
3. **Announcements by the Chair – None**
4. **Reports of Officers and University Senators (Appendix A)**
 - **Vice Chair Dunbar – No Report**
 - **Secretary and Senator Zambanini**
 - Secretary and Senator Zambanini reminded all Committee Chairs that any official Senate correspondence should be sent to the Secretary.
 - At last week's meeting of the University Senate Committee on Curricular Affairs, much discussion took place regarding proposals from the Smeal College of Business. In particular, there was opposition to the proposed idea that freshmen be required to take 300-level courses in the various majors in the proposals. In the end, the Committee approved the proposals by a vote of 11-4.
 - Also at this meeting a proposal was discussed that would streamline the course approval process for courses whose only revisions were in their course descriptions. The goal is to implement this proposal at the April meeting.
 - Finally, there was also discussion at the meeting pertaining to the establishment of a new Senate Committee on Global Programs.
 - **Senator Aynardi** – Senator Aynardi reported that the salary tables for this academic year will appear in the April Senate Docket. The Fixed-Term Faculty Sub Committee of IRC never received the salary data due to the amount of data that had to be put forth. Over the period of the next few months, the Committee will be compiling a list of questions that will be sent out to administrators and faculty pertaining to their perception of fixed-term faculty. This will help the Committee obtain the information without having the salary data.
 - **Senator Bowers – No Report**
 - **Senator Nasereddin** – Senator Nasereddin mentioned that the Computing Committee reported a total of 165 computers had been compromised on campus during the months of January and February.

- **Senator and Parliamentarian Romberger**

- Senator Romberger announced that there were three motions that were passed at the University Senate meeting, two of which were changes to the Senate's Standing Rules of the Constitution. First, student representation from the Commonwealth Campuses was slightly increased. Second, paper copies of the Senate record will no longer be sent to campus libraries (other than University Park). The third motion pertained to the area of Undergraduate Education. In particular, there has been a slight change to the examination policy. The current policy states that major examinations may not be given during the last week of the semester and may only be given during the specified final examination week, with exceptions to the provision being granted only for educational reasons, and then only after authorization by the faculty offering the course. The issue with this policy is that there is no official sign-off. A phrase has been added to the policy requiring the approval by the appropriate Dean or Chancellor after the faculty of the program agrees to that exception.
- There are two reports worth examining from the University Senate meeting. The first report is one from the Faculty Affairs Committee, which identifies practices for support of new full-time faculty. The second report is on retirement options for those that may be thinking of retirement in the next 5-10 years.

- **SGA Senator Karazia**

- Senator Karazia reported that the Student Life Committee discussed what it means to be a student Senator.
- Senator Karazia made reference to the Adult Learner Report. The SGA is currently requesting for this report to be revised. The SGA feels that many of the facts in this fact-finding report are not well supported, and thus the SGA cannot endorse the report.
- A reminder to the faculty that elections for the SGA are being held this week. The faculty was asked to relay this information to their students and to encourage them to vote.

5. **Comments and Announcements by Administrators**

- **Chancellor Speece**

- Chancellor Speece acknowledged and thanked Senator Nasereddin for his comments pertaining to the issues surrounding the compromised computers on campus. In addition, the Chancellor stressed the importance that all computers on campus be scanned. She added that all Penn State Berks personnel need to be skilled in preventing the occurrence of further computer security compromise. Pat Kohrman will address this topic in the near future.
- Bids for the new building will go out in July (not April, as originally thought). The plan is that the building proposal will be presented to the Board of Trustees at their September meeting. Other factors contributing to the delay include the need to make sure that the credit market is sufficient and that the interest rate will be acceptable.

- **Associate Dean Esqueda – No Report (Not Present)**

6. **Unfinished Business – None**

7. **Motions from Committees**

- **Amendment to the Standing Rules of the Penn State Berks Senate Constitution, Executive Committee (Appendix A)**

- This Amendment was *approved* by the Senate Executive Committee on March 4, 2009.
- There was a charge that was added to Article VI, Section 4 of the Physical Facilities and Safety Committee to review cost savings, efficacy, and compliance of the Energy Savings

and Recycling Programs and making recommendations for improving faculty, staff and student environmental stewardship at the Berks Campus by submitting an annual informational report to the Berks Senate.

- After discussion in opposition of the charge, the Chair reminded everyone that this is an informational report, not a legislative report, and asked that it be brought to the floor for a vote.
- A vote was called and the *motion was approved*.
- **Amendment to the Standing Rules of the Penn State Berks Senate Constitution, Executive Committee (Appendix B)**
 - The purpose of this amendment is to aid Senate Officers and Committee Chairs in preparing written reports in a format that can be reviewed and acted upon expeditiously. The Committee is adding under Article II, Rules of Procedures for Committees, Section 4, Reporting Procedures, that all Committee Chairs shall prepare their reports in accordance with the outlined format prior to submitting their reports to the Executive Committee.
 - After discussion in opposition of the amendment, Senator Romberger outlined the rationale behind the amendment and it was brought to the floor for a vote.
 - A vote was called and the *motion was not approved*.
- **Legislative Report on Promotion and Tenure Committee Terms, Faculty Affairs Committee (Appendix C)**
 - The committee has been charged with examining the Berks Campus Promotion and Tenure (P & T) Guidelines as they relate to the following: 1) committee members' eligibility for subsequent election to the same P & T Committee after serving as a replacement for a member who could not complete his or her term, and 2) committee members' time off after having served two successive terms on the division and college committees (or vice versa).
 - A vote was called and the *motion was approved*.

8. Information Reports from Committees

- **Academic Affairs Committee Minutes, February 13, 2009 (Appendix D) – Maureen Dunbar** – The purpose of the meeting was to vote and discuss the entrepreneurship minor, which was unanimously approved by the Academic Affairs Committee.
- **Faculty Affairs Committee Meeting, February 6, 2009 (Appendix E) – Dan Litvin**
- **Physical Facilities and Safety Committee Meeting Minutes, March 3, 2009 (Appendix F) – Leonard Gamberg**
 - Chancellor Speece made reference to Section 2(a) line item 2, *viz.*, that at this time there has not been any emeritus faculty space identified. Senator Gamberg noted that there was a legislative item that was presented to the Executive Committee, which was sent back with a modified version of that particular item. The revised legislative item will be presented at the next meeting.
 - The Chair wanted to note for the record that the Committee does not give suggestions; their responsibility is to only make recommendations for each Committee's consideration.
- **Student Life Committee Minutes, February 2, 2009 (Appendix G) – James Karlinsky (in absentia for Ike Shibley)** – The Committee pointed out that there is much cross-over between the list outlined in Appendix G and some suggestions from the retention tips that were distributed by Dr. Esqueda earlier in the week. The Committee is currently in the process of preparing a full informational report to be presented at the next Faculty Senate meeting.

9. New Legislative Business

• Senate Officers Election for the 2009-2010 Academic Year

- Those nominated for Senate Officers are as follows: Chair, Dr. Andy Romberger; Vice-Chair, Nancy Dewald; Secretary, Dr. Eric Lindsey and Sandee Nevitt.
- The Chair called for nominations from the floor for the elections of Chair, Vice-Chair and Secretary. With none heard, a motion was made to close nominations. The *motion was approved unanimously*.
- A vote was then called to approve elections of Chair and Vice-Chair for the 2009-2010 academic year. The *motion was passed unanimously*.
- The Chair asked Secretary and Senator Zambanini to conduct electronic election for the position of Secretary.

10. Forensic Business – Computer Security, Chief Information Officer

- A handout pertaining to prevention from identity theft was distributed.
- An update was presented on computer security issues. Approximately one-third of all faculty and staff computers have been cleaned of personally identifiable information, which includes social security numbers, credit card numbers and bank routing numbers. The experience with this type of scanning shows that approximately two-thirds of all faculty and staff machines have had this kind of personally identifiable information on their computers.
- Lisa Glass will be working with faculty and staff to assist in the processing of the report and will extend an invitation to attend a workshop which will assist in learning how to interpret the report and clean any of that information from your computer.
- If compromised, your computer will be scanned for any personally identifiable information. If it is determined that the computer has this type of information on it, the hard drive is sent to University Park and a forensic analysis will be performed. The owners of each of those social security numbers must be contacted. A letter informing them that their identity may have been compromised would go out to these individuals under the Chancellor's signature. Included in this letter would be the Chief Information Officer's name and phone number. Also enclosed along with this letter is a handout which would provide information on how to obtain free fraud protection monitoring for 90-days.
- Policy AD-20 was explained. The purpose of this policy is to address the security and computer use within the University. Sanctions for not following this policy range from a verbal warning to termination from the University.
- Currently, all computers for faculty and staff have full administrative rights. Giving up these rights reduces the risk of having your computer compromised. Currently it is not mandatory to give up these rights; however, it is encouraged as a protective mechanism.
- Also stressed was the importance of keeping your personal work on your home computer and your work-related work on your university computer.
- The anticipated timeframe for having the scanning process complete for faculty and staff is the end of this summer.

11. Adjournment

APPENDIX A
Physical Facilities and Safety Committee
Legislative Report on Space for Emeritus Faculty
April 3, 2009

Introduction: Faculty office space on Berks campus is at a premium. The university recognizes the Emeritus Rank (Penn State Policy HR25), but there is no current space on campus designated for these faculty members. As per the Penn State Retired Faculty/Staff Club (http://www.psu.edu/org/retfsclub/retired_fsc_about%20retirement.htm) regarding office space: “There is no University Policy for providing space for retired faculty. It is an individual departmental decision and so it is best to discuss this issue with your department head or supervisor prior to retirement.”

Discussion and Rationale: This committee has been charged to make a recommendation to the Senate on this issue. With the new office and classroom building coming and more faculty at Berks now becoming eligible for Emeritus status it is appropriate for the Senate to recommend the need for space for retired faculty. The Emeritus Rank is granted in recognition of meritorious service to The Pennsylvania State University. A designated office space on Berks campus correlates well with the purpose of the Emeritus Rank. Additionally, encouraging Emeritus faculty to remain active on campus and in the college community is in direct support of the new Strategic Plan, specifically related to goal 1: Student Learning and Educational Activities. Contact with Emeritus faculty is a possible mechanism to increase faculty-student engagement outside of class.

Recommendation:

The committee makes a motion to recommend that "Part Time Faculty Office Space" may be made available for use by "Emeritus Faculty". Space permitting, logistical details and individual needs should be worked out with the Associate Dean prior to retirement.

Effective Date: April 2009

Ending List: Committee Members:

David Ackerman
Jennifer Arnold
Khaled Abdou
Kim Berry
Paul Frye
Leonard Gamberg (Chair)
Sudip Gosh
Nick Yeager
Mark Dawson-*attending*

APPENDIX B
Student Life Committee
Legislative Report on Student Facilities Fee Membership

Introduction: The Student Facilities Fee (SFF) is a newly approved student fee voted on by the Student Government Association. The chair of the Student Life Committee of the Senate is currently serving as the co-chair of the committee and was asked by the SFF committee to consider making a change to the Standing Rules for the Student Life Committee to include a member of the Student Life Committee on the SFF committee.

Discussion and Rationale: The SFF committee works with over \$500,000 each academic year. Since this is the first year that the committee is in place a member of the Student Life Committee of the Senate served on the SFF committee. The recommendation below is suggested to ensure that a member of the Student Life Committee will represent the Senate and report back to the Senate each year on issues related to the SFF.

Recommendations: Add the following to Section 6 STUDENT LIFE COMMITTEE, under (b) Duties:

“5. Represent the Senate as a member of the Student Facilities Fee committee.”

The entire section of the duties for the Student Life Committee will read:

(b) Duties:

1. Review and make recommendations regarding policies on all aspects of student life in the Campus not specifically covered by other committees, including but not limited to:
 - a. career development and placement;
 - b. housing policies;
 - c. student conduct;
 - d. student organizations and clubs;
 - e. co-curricular activities;
 - f. athletics;
 - g. multicultural issues.
2. Make recommendations regarding the quality of student life and the functions of the Office of Student Affairs.
3. Work with the SGA when requested.
4. Serve in a consultative and advisory capacity to the Director of Student Affairs.
5. *Represent the Senate as a member of the Student Facilities Fee committee.*

Effective Date: August 2009

Ending List: Committee members preparing this report.

Jui-Chi Huang, Tom Gavigan, James Karlinsey, Eric Lindsey, Cheryl Nicholas, Ike Shibley, Tyler Washburn

APPENDIX C

Academic Affairs

Meeting Notes from March 16, 2009

Members in attendance: Maureen Dunbar, JoAnna Garner, Deena Morganti, Jayne Leh, Tami Mysliwicz, Bob Zambanini

1.) The first item on the agenda was to discuss and vote on the P-3 proposal for a Biology Degree submitted by the Science Division. Please note that because Maureen Dunbar is the proposed program coordinator for this degree, Joanna Garner and Bob Zambanini graciously agreed to chair this topic at the AAC meeting. Below are the comments solicited from faculty on the proposal:

- a. I think that it is a good program to add to the campus mix and I support the proposal. I do have one concern or question. It appears a good number of science faculty will be participating in this program. My question is "how will that affect general education offerings". Will there still be adequate sections offered or would we have to hire additional faculty, full or part time to handle those classes. However, I still support this proposal.

Currently, most of the general education courses in biology are offered by part time faculty, and this will most likely continue in the future, regardless of the biology degree. Full time faculty will continue to teach BIOL 110 which is a Natural Science General Education Course.

- b. I am 100% in favor of the proposed Biology degree at Berks. However, I was disappointed that no mention of our excellent Library resources was included, and Deena Morganti is preparing a statement about that to be added to the proposal. What follows below is for your benefit, as I am concerned that students may graduate from Berks without having to do literature searches in biology as background for their lab research, that they may think Google and Wikipedia have everything they need, and that they will only learn to write lab reports, not scientific papers. The following was taken from the National Association of Biology Teachers, Four-Year College Section, "[Guidelines for the Evaluation of Four-Year Undergraduate Biology Programs](http://www.nabt.org/websites/institution/index.php?p=118)" at <http://www.nabt.org/websites/institution/index.php?p=118>

The section on library resources has been included in the proposal. A special thanks to Deena Morganti and Nancy Dewald for writing this section.

- c. I was wondering about a few things on Appendix B, course recommendations for both emphases of the degree: Could recommended course look like this: English 15 or 30

The proposal has been edited to include ENGL 15 or ENGL 30.

Usually English 202 is recommended 2nd semester sophomore year because it is intended to prepare students for writing in the major (but of course I'd defer to the Writing Program Administrator, Jeanne Rose, on that); my concern is again with offering the option: English 202 or 202H (though this adjustment may be less compelling than #1).

The proposal has been edited to include EGL 202 and ENGL 202H.

- d. Deena Morganti asked if there was a concern on for lab space with the new degree.

Lab space in the Luerssen building is currently a problem, and will continue to be a concern until the new building is complete. After that time, there are plans to renovate Luerssen. Part of these renovations will include an increase in laboratory space.

The Academic Affairs committee voted unanimously to approve the P-3 for a Biology Degree at the Penn State Berks Campus.

- 2.) The other issue that was discussed at the meeting was the Common Reading Program. As of this meeting, there has been no word on the status of the FYEP proposal that has been submitted to University Park. However, there has been several questions on whether the common reading be a part of the FYEP. The FYEP proposal that was approved by the Penn State Berks Senate on January 2009 recommends that all first year students at the Berks Campus be required to take a first year seminar. The current approved FYS course at Berks is PSU 005. On February 24, 2006 the Penn State Berks Faculty Senate passed legislation making the common reading a required component of PSU 005 (Berks – First Year Seminar). All PSU 005 sections are required to incorporate the common reading as 10% of the assessment for the course. The specific assessment in each PSU005 is determined by the individual instructors. Any curricular changes to PSU 005, including the Common Reading requirement, would need approval of the Academic Affairs Committee.

Overall, the committee supports the idea of a common reading program for students. The question was raised if there was ever any formal assessment to determine if the goals of the common reading were being met in the FYS. The Student Government Association did distribute a survey to students last year regarding the common reading program. However, according to Marylou D'Allegro, there has been no formal assessment of the common reading in the first year seminar. That being the case, the committee feels that it is premature to make a recommendation on whether or not the common reading should continue as part of PSU 005. The committee suggests that a formal assessment of the common reading program be performed over the 2009-2010 academic year. Part of this assessment should include the process by which the book is chosen.

APPENDIX D

REPORT ON FACULTY SALARIES

PENNSYLVANIA STATE UNIVERSITY

BERKS CAMPUS

STRATEGIC PLANNING AND BUDGET COMMITTEE

INTRODUCTION

The release of the Executive Summary regarding faculty salaries for the year 2007-2008 by the Penn State Senate Committee on Faculty Benefits prompted the charge to submit an informational report on Berks faculty salaries. According to this Executive Summary, Penn State Berks ranks low in salary compensations as compared to other locations in the Penn State system.

Salaries are low despite the fact that Berks County is adjacent to the two most expensive Metropolitan Statistical Areas (MSA) in the Commonwealth. According to the 2006 American Community Survey conducted by the U.S. Census, Berks County is adjacent to the four counties with the highest median income in Pennsylvania (Chester, Montgomery, Delaware, and Bucks). In addition, the counties with the highest cost of owning a home are in the Philadelphia MSA (Chester, Montgomery, Bucks, Delaware) and to the north of Berks County in the Allentown-Bethlehem-Easton MSA (Northampton, Lehigh, Monroe).

FINDINGS

Since the Executive Summary of the Senate Committee on Faculty Benefits lacks the data from where its conclusions were drawn, the source file <http://www.senate.psu.edu/agenda/2007-2008/apr29-08agn/salarytables.pdf> was partially dissected to extract the information provided below. One must note that the source file contains several tables of information on salaries among the 22 members of the AAUDE (Association of American Universities Data Exchange), the “Big Ten” Universities and the Penn State System. However, most of these tables cannot be summarized into a comprehensive chart as the information provided is at best disjoint.

Consequently, the current comparison relies on information extracted from Table 14 (a 24 page document) of the source file, and this report confines itself to Berks’ peer institutions within the Penn State System. Table 14 presents salary data for the ranks of Professor, Associate Professor, Assistant Professor, Instructor (both fixed term and standing appointments) and “other” from different academic units in the University College, and Abington, Altoona, Erie, Berks, and Capital Colleges. The data available is relevant to the Fall of 2007. The committee chose not to include University Park data because the data is difficult to access and is presented differently than the campus / college data. And, although Penn State is one university geographically dispersed, faculty salaries are so disparate that any comparison clearly suggests that University Park faculty form a different peer group altogether.

It is important to note that the AAUP classifies Berks as a Type IIB campus, or a two-year campus that offers the Baccalaureate. Only two campuses of the University College are classified as such, Lehigh Valley and Schuylkill, likely due in part to their former college status. The rest are classified as Type III

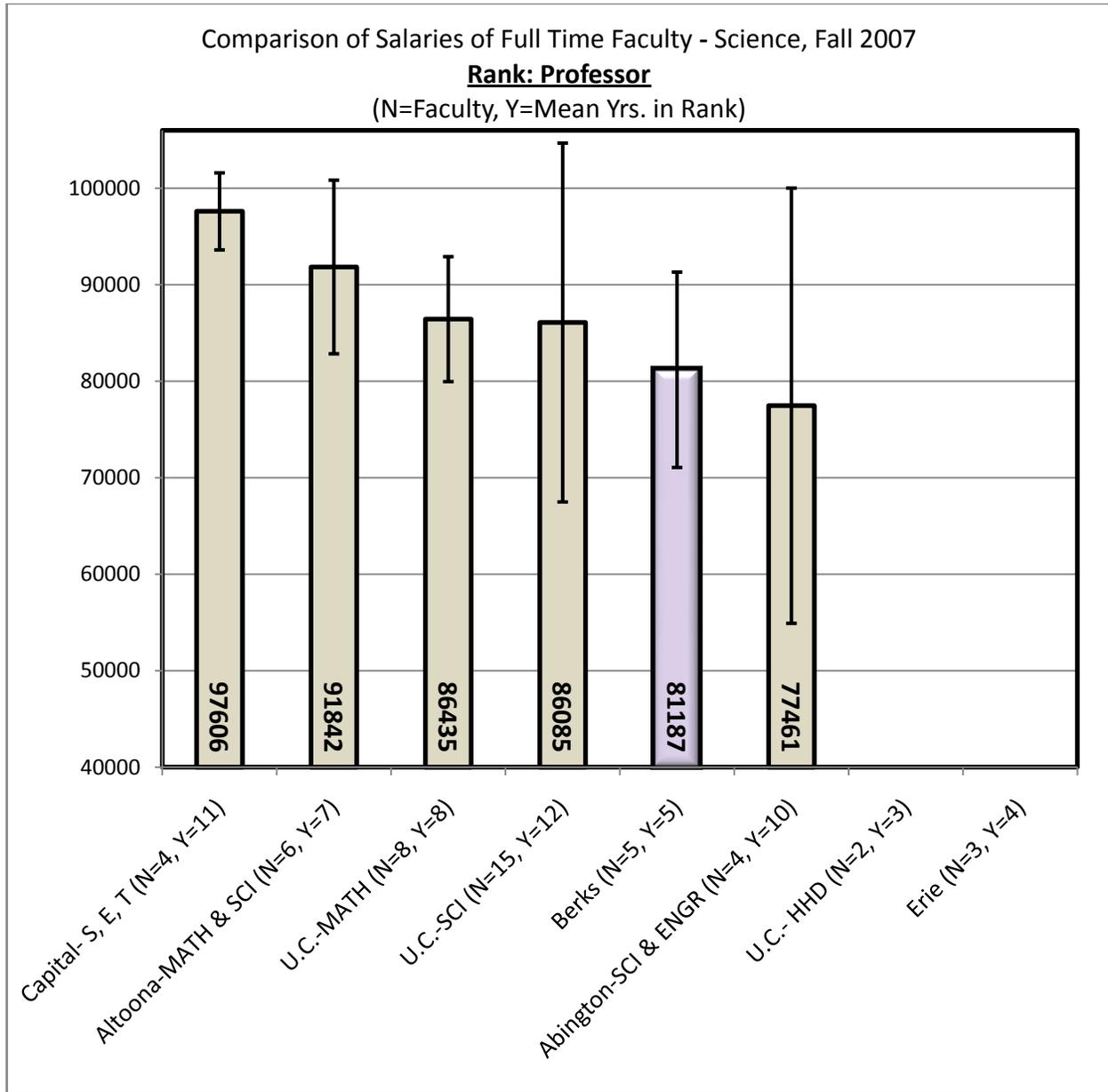
or Two-Year institutions with academic rank. No information for individual University College campuses is available.

The purpose of this report, fundamentally, is to illustrate the salary relationships among the Campus Colleges and the University College. Further, the purpose of this report is not to focus on the salary disparities among the separate divisions, though these disparities remain apparent in the charts below. Because of the different arrangements in academic units as well as the scarcity of data relevant to every college but University Park, the comparisons will not be precise. For example, Abington has a Division of Science and Engineering; Altoona has a Division of Mathematics and Natural Sciences, and Berks combines Mathematics, the Natural Sciences, Kinesiology and Agriculture into a single division. The HASS division data is equally imprecise. The Berks campus includes Arts, Humanities, Social Science and Education in one division, while other units maintain different arrangements. The Berks EBC division is equally problematic for similar reasons, and also because Abington offers a Business degree within its Division of Social Sciences.

For fixed-term faculty, the data is a bit more complicated and less than precise. Typical salary data are provided for instructors and what the charts recognize as “other,” or lecturers, research faculty and librarians. Specific ranks beyond instructor are unknown, but it is important to provide data for the “other” positions because at Berks “other” typically means fixed-term faculty with multi-year contracts. The rank of instructor is typically restricted to fixed-term faculty on one-year appointments. For Berks, “other” includes both lecturers and senior lecturers. It should also be noted that for the year under review, there were 32 fixed-term faculty members out of 101 full-time faculty members. Fixed-term data are provided only in cases in which a comparison can clearly be made to the Berks campus. No mean years in rank data are available for fixed-term faculty.

The charts to follow include mean salaries with standard deviation bars. Their purpose is to present a picture of the range of average salaries only and the standard deviation, which in some ranks at some campuses is quite significant. The text below each chart includes mean and median salaries as well as standard deviation and mean years in rank where available. Some information is not available. The text is confined to data regarding Berks as compared to the University College. The report limits the visual data because a more comprehensive report would begin to match the length of the full University Senate salary report.

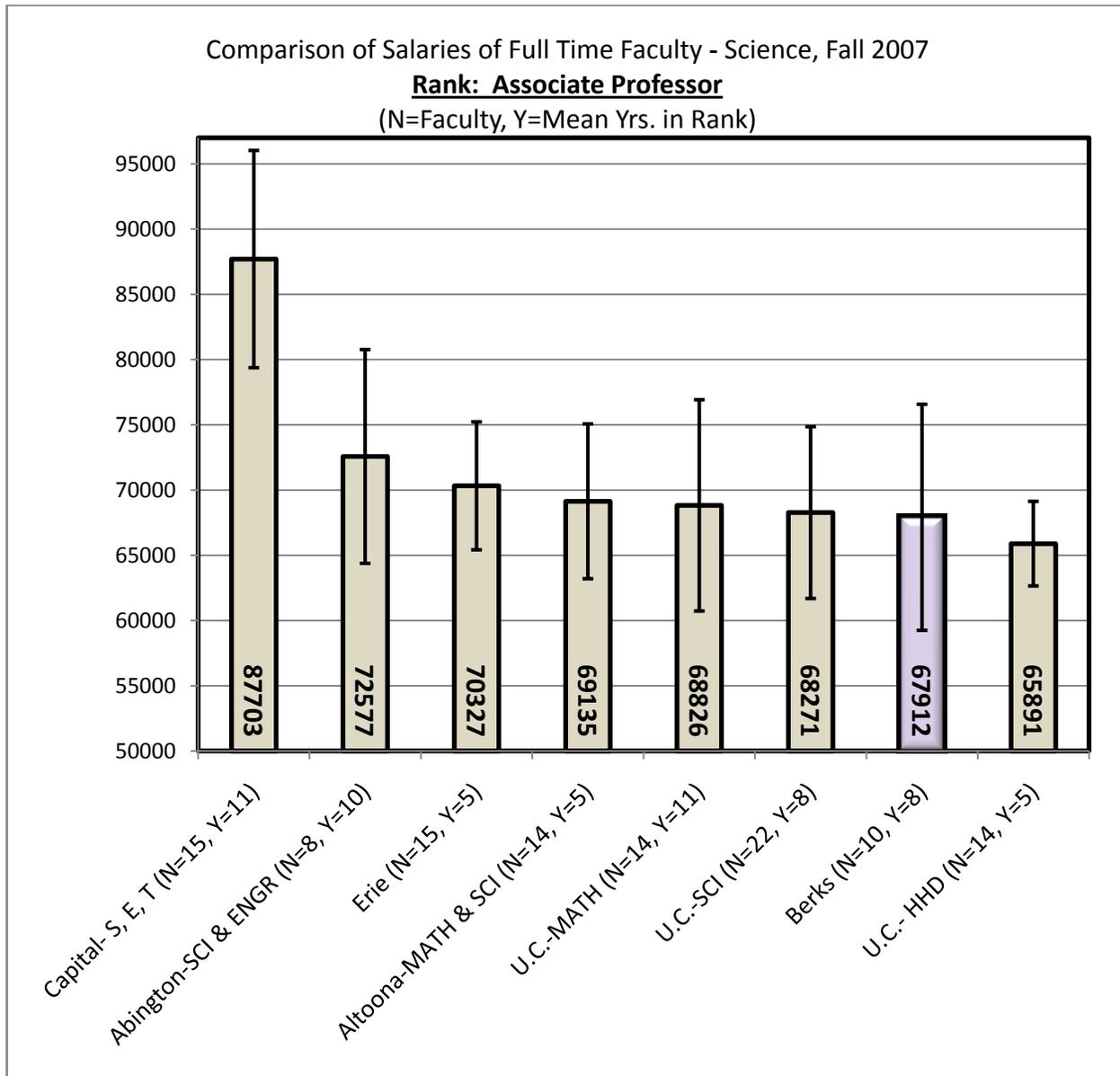
SCIENCE DIVISION



Five Full Professors in the Berks Science Division earned a mean salary of 81,187 with a median salary of 77,112 and a standard deviation of 10,125. Mean years in rank are five.

Eight Full Professors of Mathematics in the University College earned mean salaries of 86,435 with a median salary of 86,436 and a standard deviation of 6,475. Mean years in rank are eight.

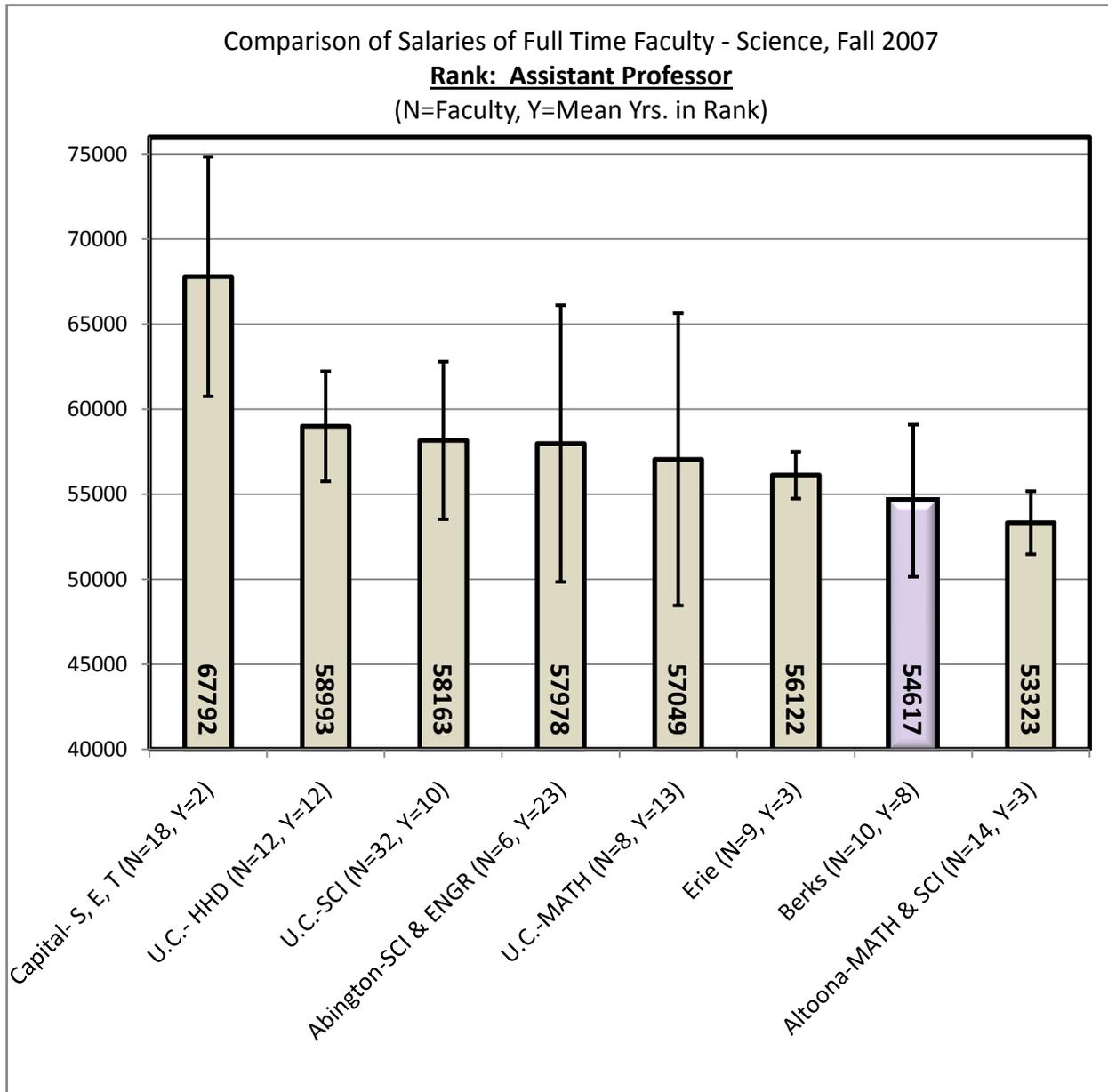
Fifteen Full Professors of Science in the University College earned mean salaries of 86,085, with median salaries of 89,100 and a standard deviation of 18,599. Mean years in rank are 12.



Ten Associate Professors in the Berks Science Division earned a mean salary of 67,912 with a salary median of 64,827 and a standard deviation of 8,666. Mean years in rank are six.

Fourteen Associate Professors of Mathematics in the University College earned a mean salary of 68,826 with a median salary of 65,777 and a standard deviation of 8,102. Mean years in rank are 11.

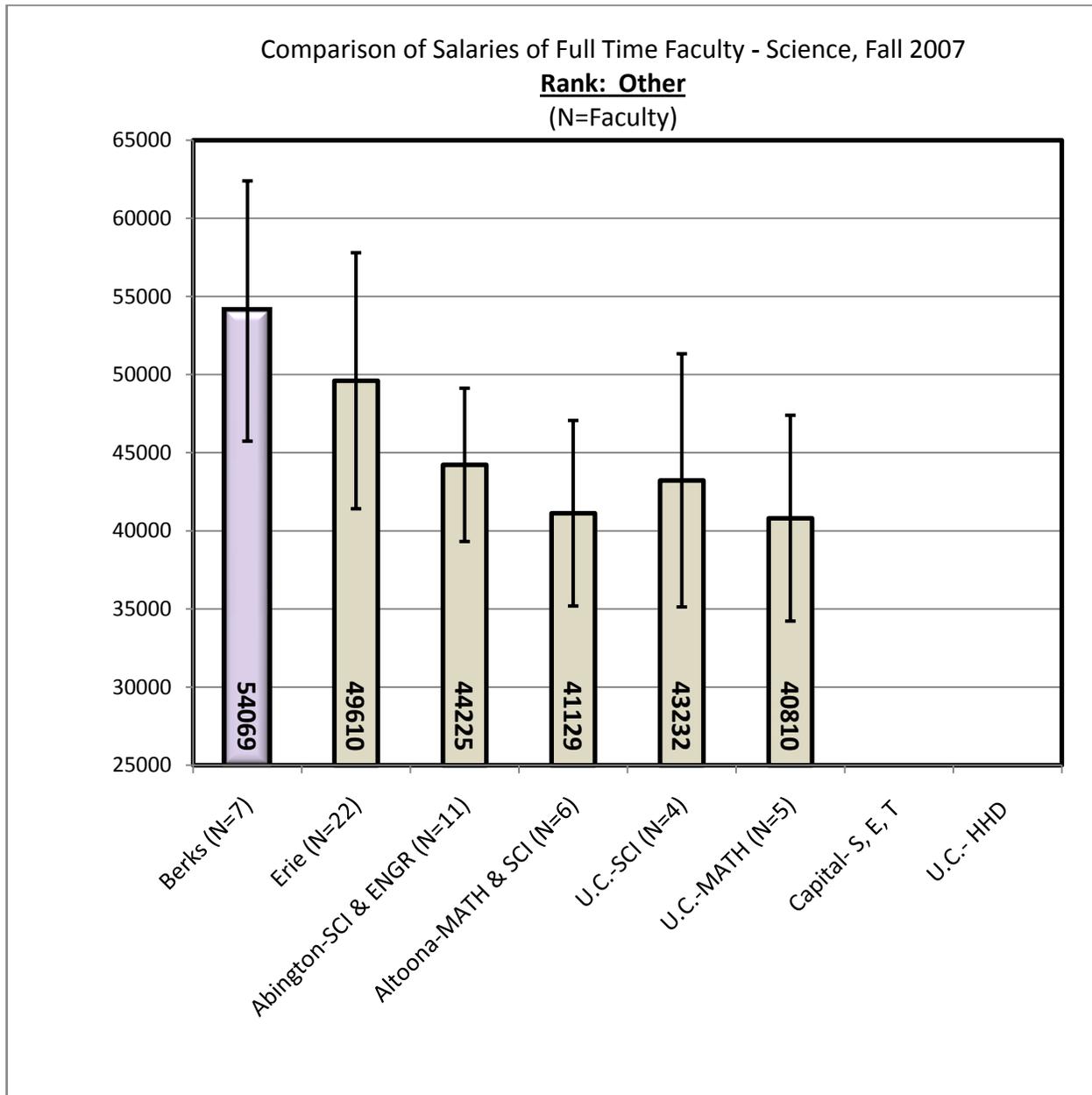
Twenty-two Associate Professors of Science in the University College earned a salary mean of 68,271 with a median salary of 66,843 and a standard deviation of 6,586. Mean years in rank are eight.



Ten Assistant Professors in the Berks Science Division earned a mean salary of 54,617 with a salary median of 53,307 and a standard deviation of 4,475. Mean years in rank are eight.

Eight Assistant Professors of Mathematics in the University College earned a mean salary of 57,049 with a median salary of 53,087 and a standard deviation of 8,599. Mean years in rank are 13.

Thirty-two Assistant Professors of Science in the University College earned a mean salary of 58,163 with a median salary of 57,123 and a standard deviation of 4,634. Mean years in rank are 10.

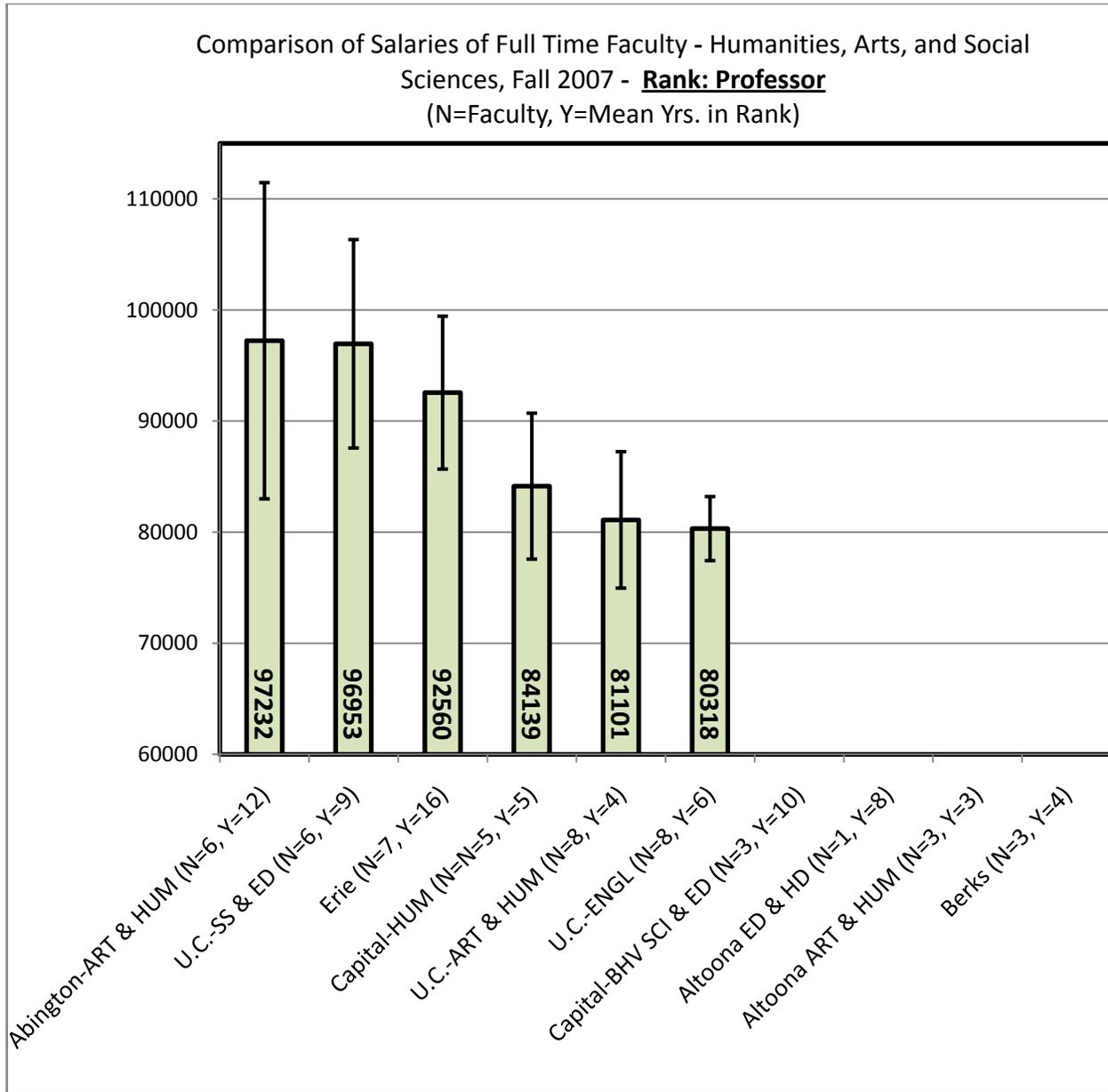


Seven faculty members in the Berks Science division earned a mean salary of 54,069 with a median salary of 49,743 and a standard deviation of 9,839.

Five faculty members in Mathematics in the University College earned a mean salary of 40,490 with a median salary of 40,644 and a standard deviation of 12,404.

Four faculty members in Science in the University College earned a mean salary of 53,220 with a median salary of 51,768 and a standard deviation of 6,663. No data is available for the rank of Instructor.

HASS DIVISION

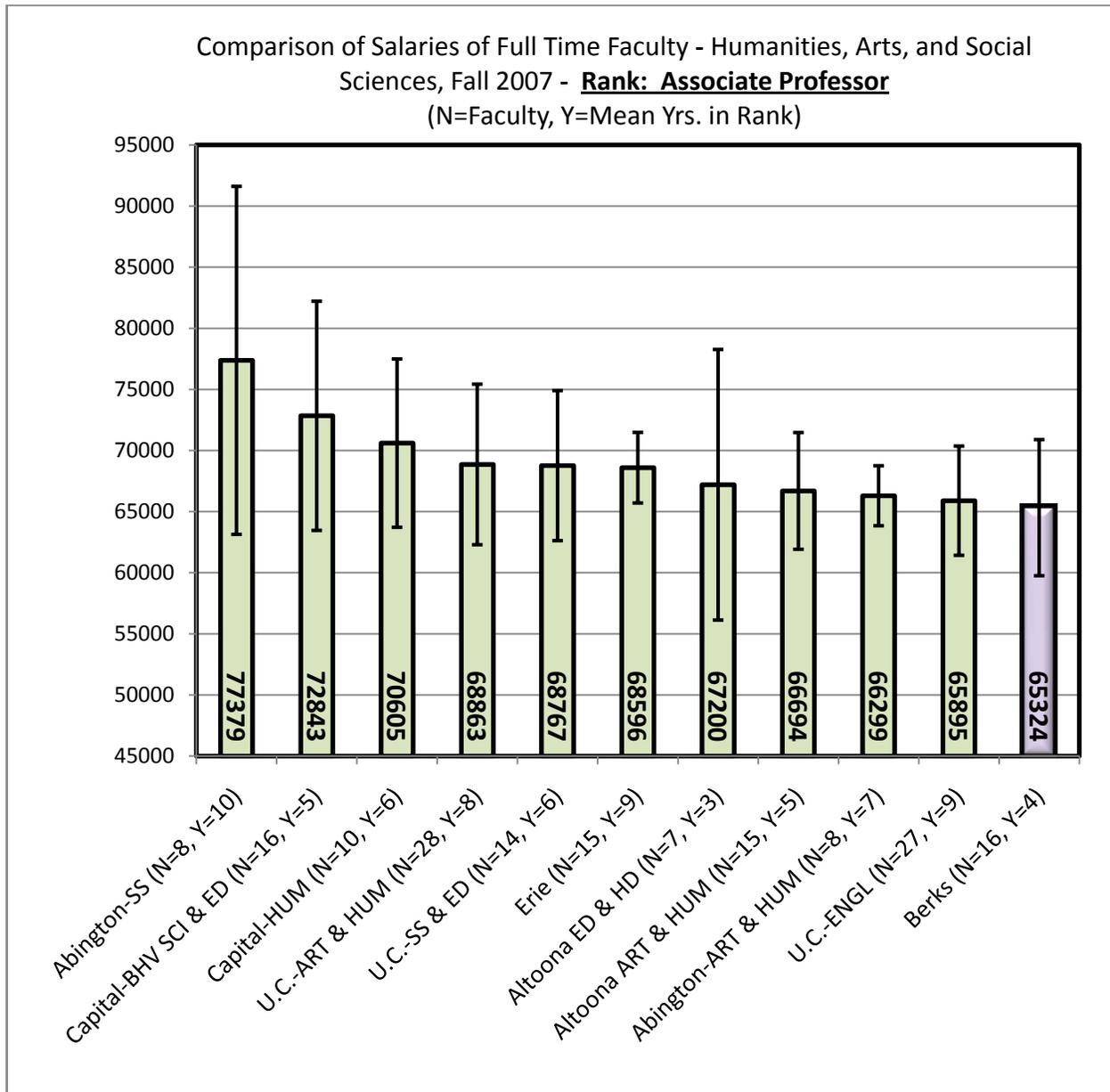


No Berks HASS salary data are available for the rank of Full Professor.

Eight Professors in Arts and Humanities in the University College earned a mean salary of 81,101 with a median salary of 78,948 and a standard deviation of 9,839. Mean years in rank are four.

Eight Professors of English in the University College earned mean salaries of 80,318 with median salaries of 77,522 and a standard deviation of 6,227.

Six Professors of Social Science and Education in the University College earned a mean salary 96,953 with a salary median of 97,574 and a standard deviation of 13,395. Mean years in rank are nine.

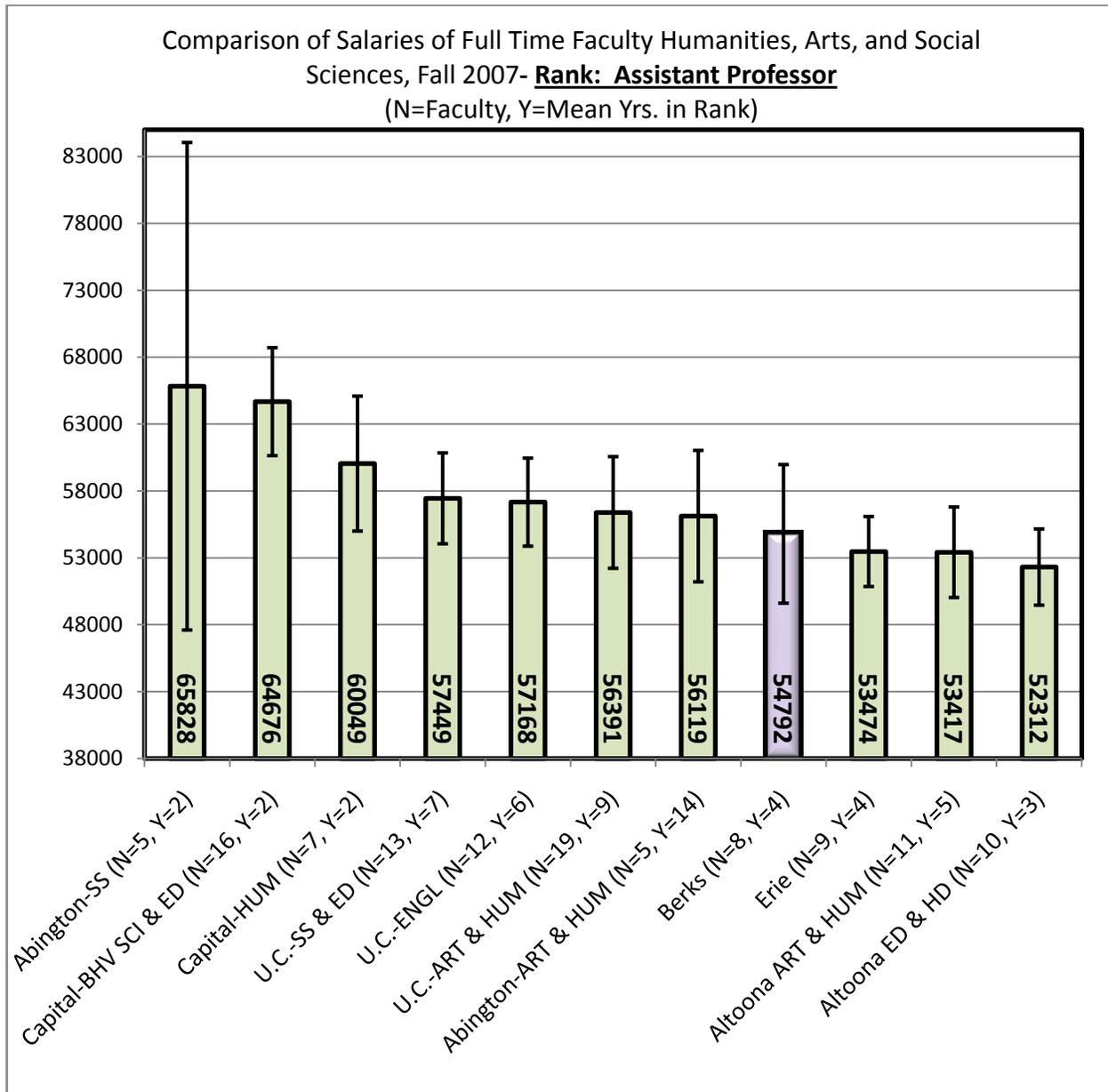


Ten Associate Professors in the Berks HASS division earned a mean salary of 67,912 with a median salary of 64,827 and a standard deviation of 8,666. Mean years in rank are five.

Twenty-eight Associate Professors in Arts and humanities in the University College earned mean salaries of 68, 863 with a median salary of 67,275 and a standard deviation of 6,569. Mean years in Rank are eight.

Twenty-seven Associate Professors of English in the University College earned a mean salary of 65,895 with a salary median of 64,944 and a standard deviation of 4,468. Mean years in rank are nine.

Fourteen Associate Professors in Social Science and Education in the University College earned a mean salary of 68,767 with a median salary of 68,175 and a standard deviation of 6,142. Mean years in rank are six.

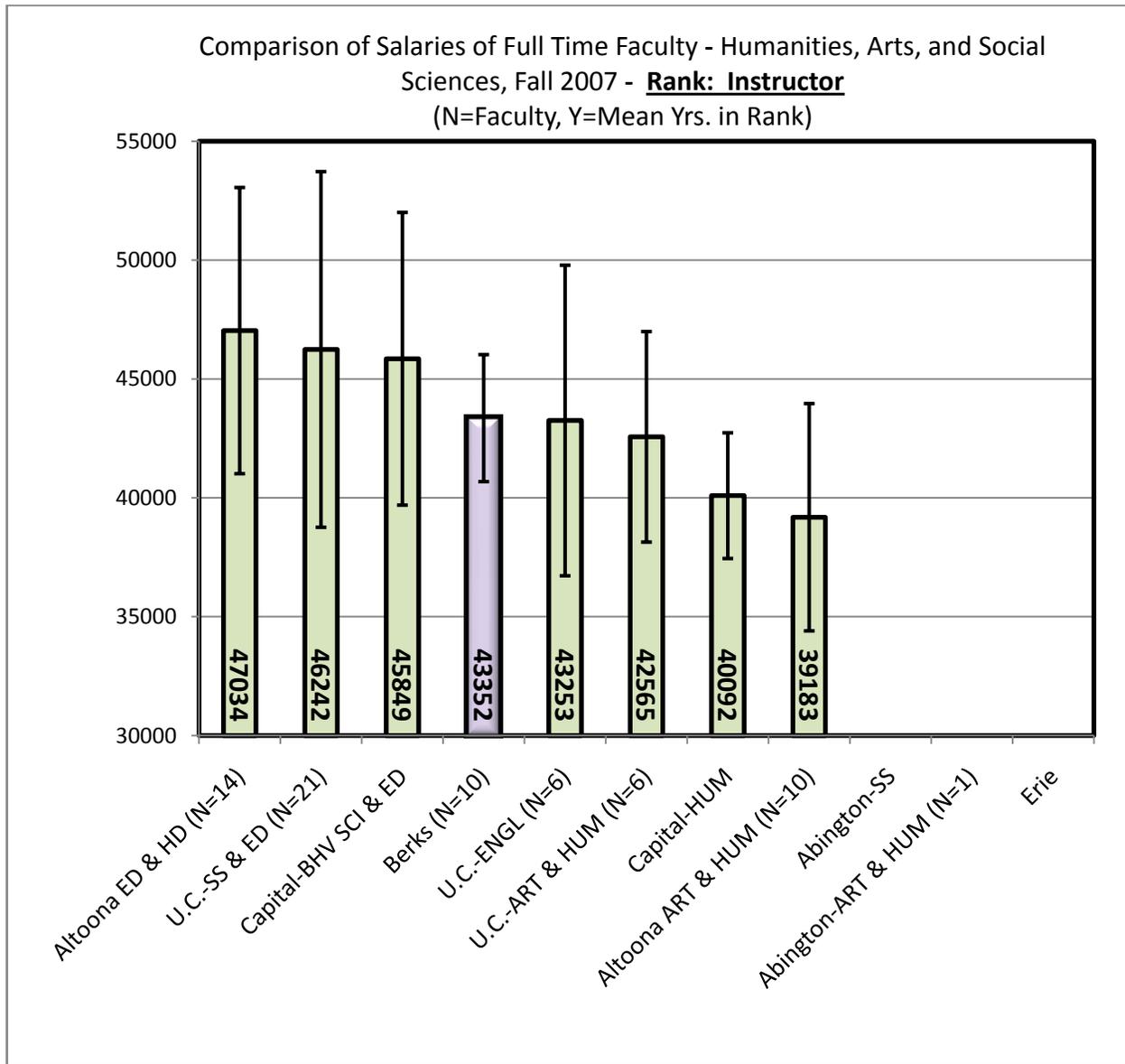


Eight Assistant Professors in the Berks HASS division earned a mean salary of 54,792 with a median salary of 52,920 and a standard deviation of 5,179. Mean years in rank are four.

Nineteen Assistant Professors in Arts and Humanities in the University College earned a mean salary of 56,391 with a median salary of 55,224 and a standard deviation of 4,172. Mean years in rank are nine.

Twelve Assistant Professors of English in the University College earned a mean salary of 57,168 with a median salary of 55,994 and a standard deviation of 3,292. Mean years in rank are six.

Thirteen Assistant Professors in Social Science and Education in the University College earned a mean salary of 57,449 with a median salary of 56,871 and a standard deviation of 3,396. Mean years in rank are seven.

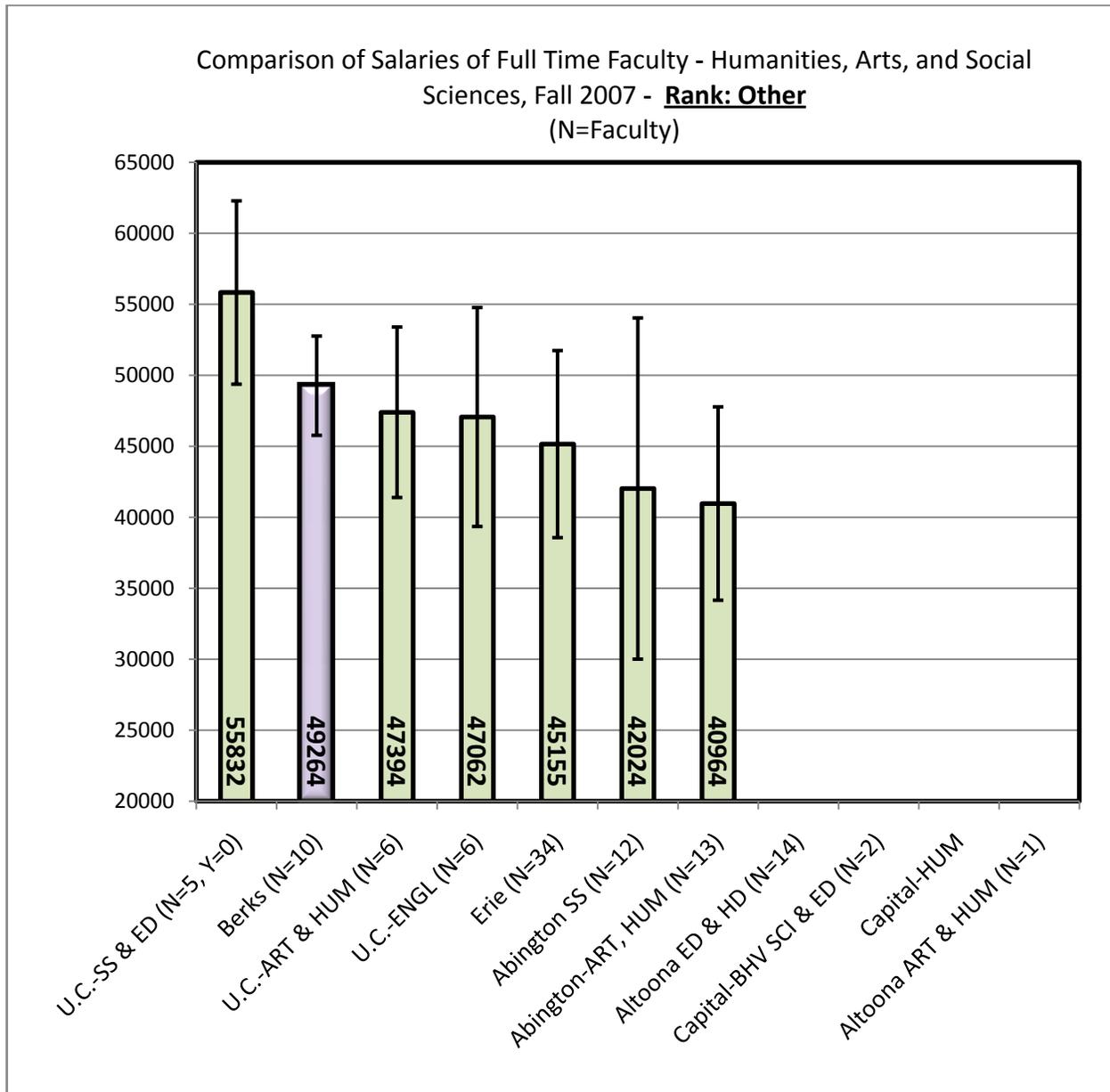


Seven faculty members in the Berks HASS division earned a mean salary of 43,352 with a median salary of 42,003 and a standard deviation of 2,672.

Seventeen faculty members in Arts and Humanities in the University College earned a mean salary of 42,565 with a median salary of 41,121 and a standard deviation of 4,428.

Twenty-three faculty members in English in the University College earned a mean salary of 43,253 with a median salary of 42,135 and a standard deviation of 6,532.

Twenty-one faculty members in Social Science and Education in the University College earned a mean salary of 46,242 with a median salary of 44,208 and a standard deviation of 7,481.



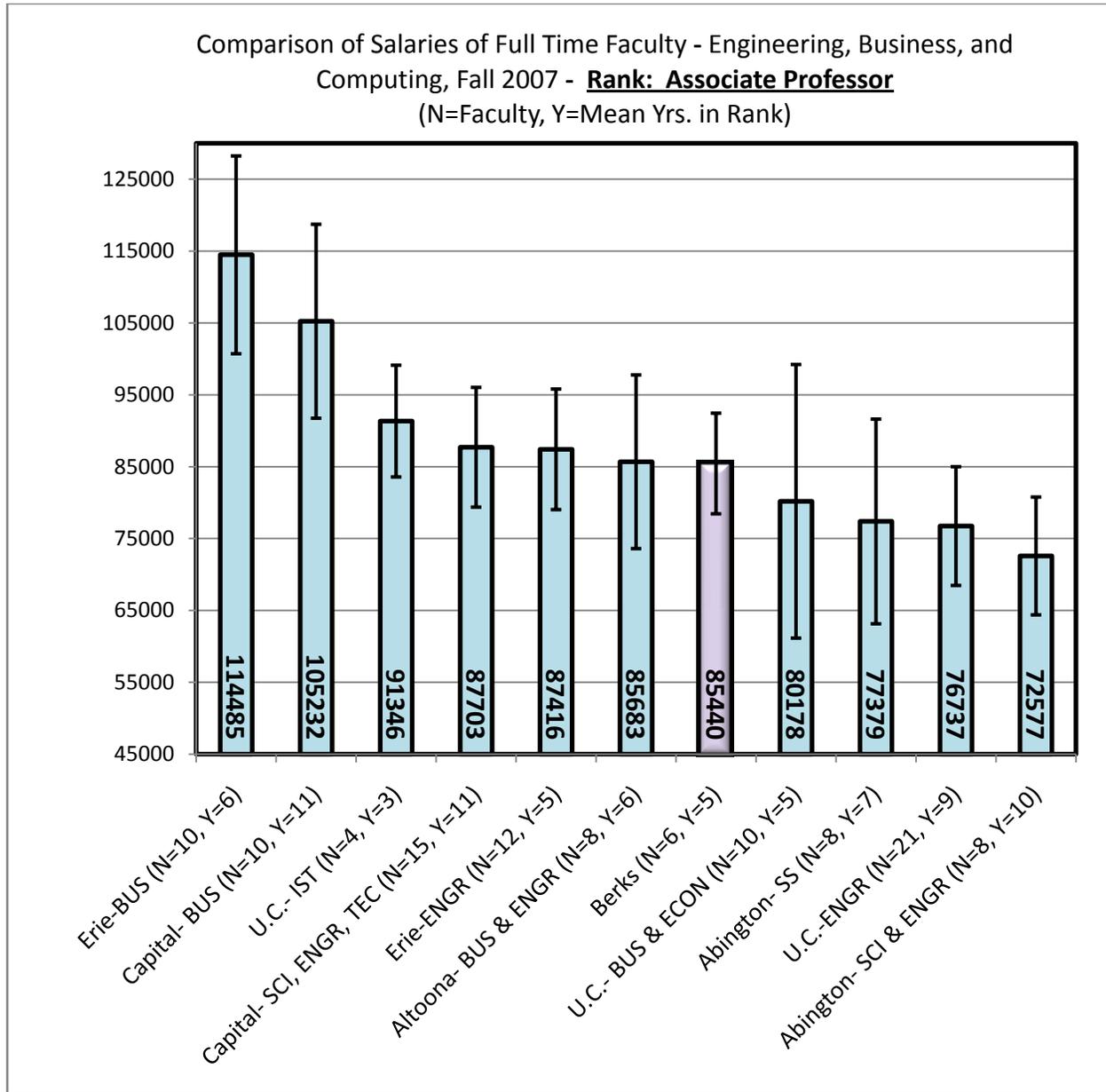
Ten faculty members in the Berks HASS division earned a mean salary of 49,264 with a median salary of 49,338 and a standard deviation of 3,497.

Six faculty members in Arts and Humanities in the University College earned a mean salary of 47,394 with a median salary of 48,672 and a standard deviation of 6,004.

Six faculty members in English in the University College earned a mean salary of 47,062 with a median salary of 49,874 and a standard deviation of 7,712.

Five faculty members in Social Science and Education in the University College earned a mean salary of 55,832 with a median salary of 53,226 and a standard deviation of 6,457.

EBC DIVISION

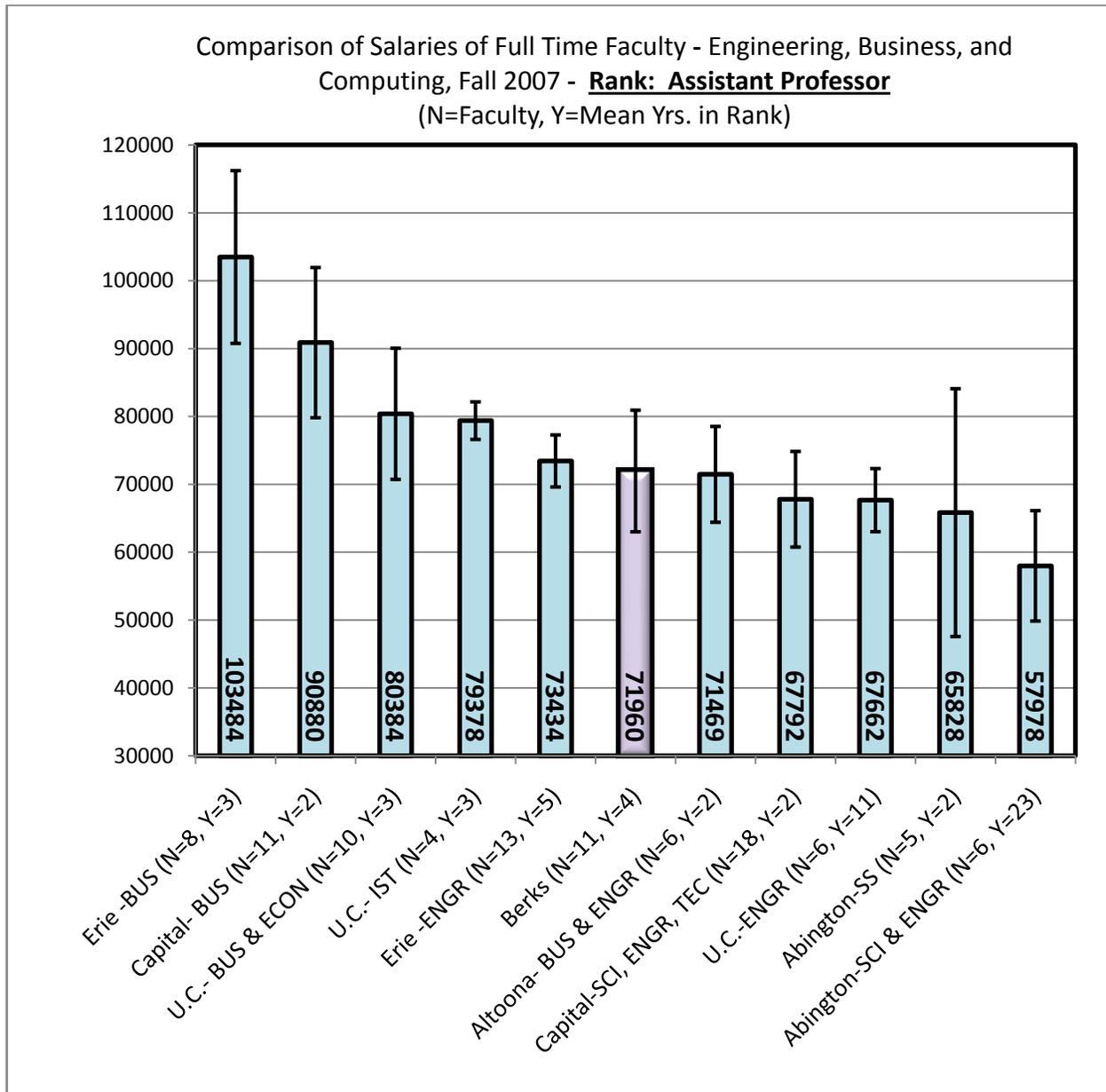


Six Associate Professors in the Berks EBC Division earned a mean salary of 85,440 with a salary median of 82,400 and a standard deviation of 7,004. Mean years in rank are five.

Ten Associate Professors in Business and Economics in the University College earned a mean salary of 80,178 with a salary median of 83,318 and a standard deviation of 19,034. Mean years in rank are five.

Twenty-one Associate Professors of Engineering in the University College earned a mean salary of 76,737 with a median salary of 75,780 and a standard deviation of 8,267. Mean years in rank are nine.

Four Associate Professors of IST in the University College earned a mean salary of 91,346 with a salary median of 89,820 and a standard deviation of 7,774. Mean years in rank are three.

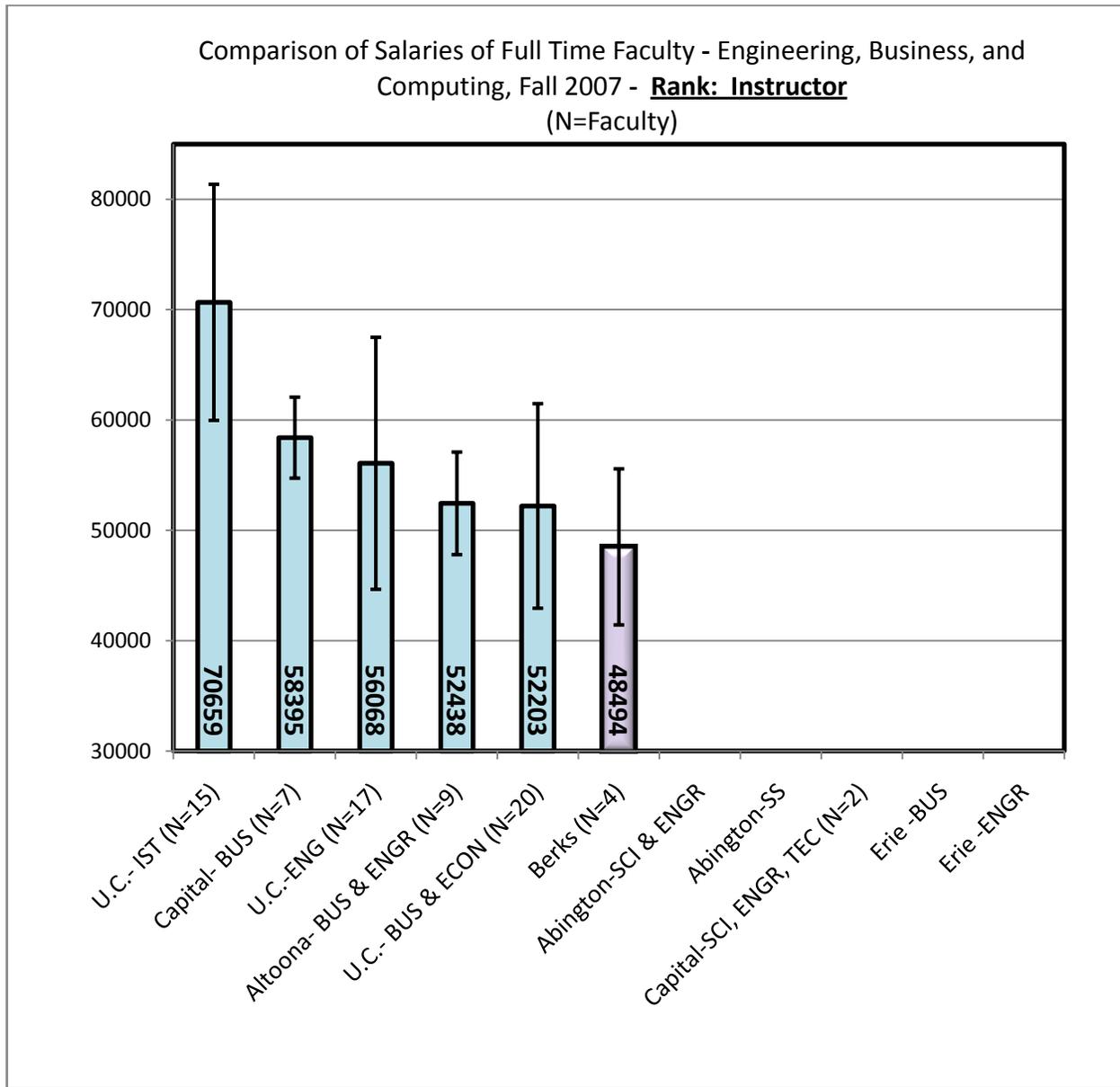


Eleven Assistant Professors in the Berks EBC Division earned a mean salary of 71,690 with a salary median of 72,000 and a standard deviation of 8,959. Mean years in rank are four.

Ten Assistant Professors in Business and Economics in the University College earned a mean salary of 80,384 with a salary median of 80,847 and a standard deviation of 9,663. Mean years in rank are three.

Six Assistant Professors of Engineering in the University College earned a mean salary of 67,662 with a median salary of 67,707 and a standard deviation of 4,649. Mean years in rank are 11.

Four Assistant Professors of IST in the University College earned a mean salary of 79,378 with a salary median of 79,056 and a standard deviation of 2,772. Mean years in rank are three.

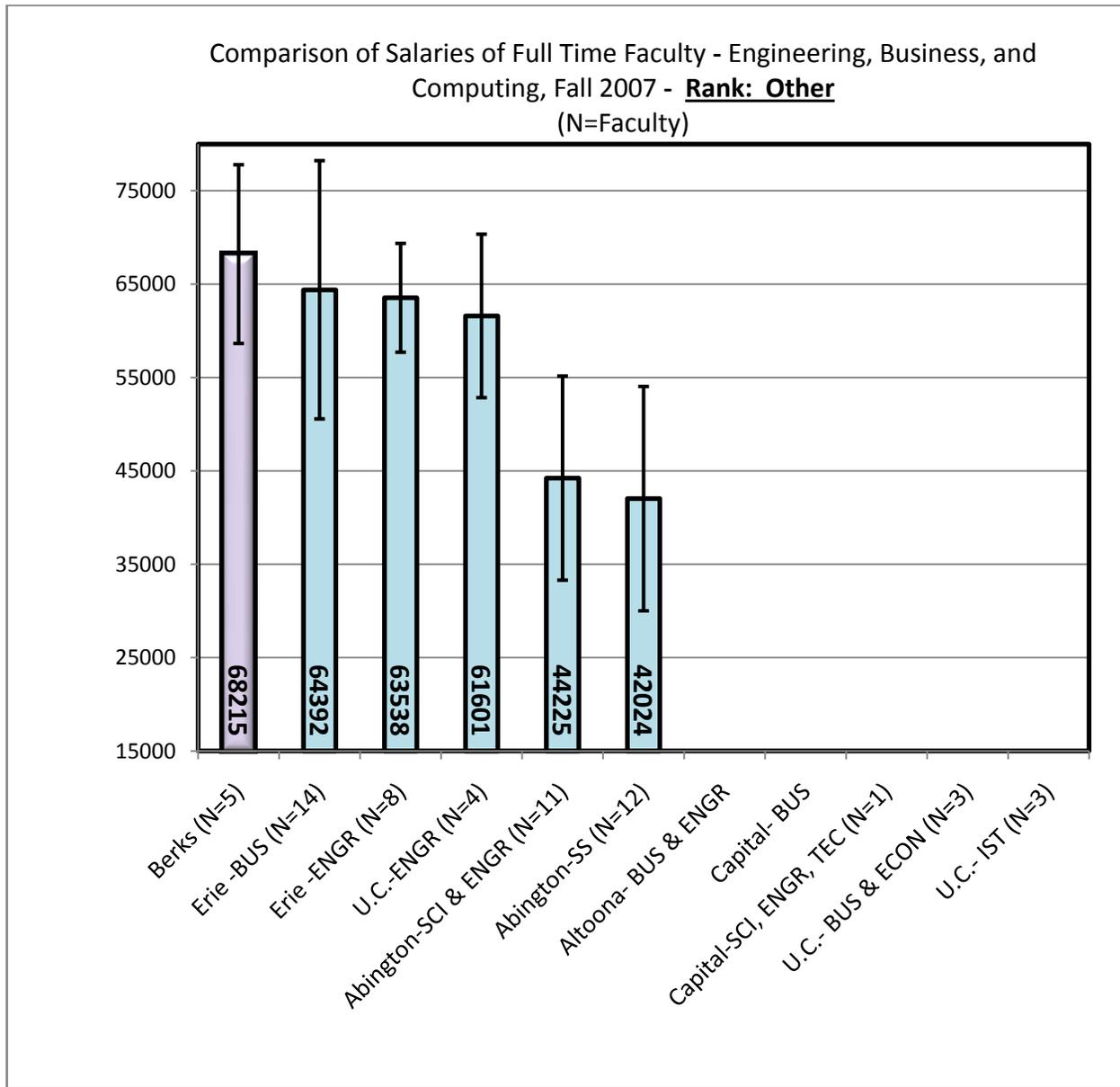


Four faculty members in the Berks EBC Division earned a mean salary of 48,494 with a salary median of 49,729 and a standard deviation of 7,068.

Twenty faculty members in Business and Economics in the University College earned a mean salary of 52,203 with a salary median of 52,674 and a standard deviation of 9,271.

Seventeen faculty members in Engineering in the University College earned a mean salary of 56,068 with a median salary of 58,032 and a standard deviation of 11,419.

Fifteen faculty members in IST in the University College earned a mean salary of 70,659 with a salary median of 70,848 and a standard deviation of 10,699.



Four faculty members in the Berks EBC Division earned a mean salary of 68,215 with a salary median of 66,834 and a standard deviation of 9,568.

Four faculty members in Engineering at the University College earned a mean salary of 61,601 with a median salary of 62,231 and a standard deviation of 8,756.

CONCLUSIONS

As shown in the above charts, based on the data available, the Penn State Berks faculty salaries rank among the lowest in the system in a number of areas. For example, HASS associate professors appear to earn the lowest average salaries as compared to the University College and the other Campus Colleges. Science faculty members of all ranks with standing appointments appear to earn lower average salaries than most of their counterparts. And EBC fixed-term instructors appear to earn the lowest average salaries of their counterparts.

APPENDIX E

Penn State Berks Senate

Strategic Planning and Budget Committee Meeting Minutes

April 6, 2009

Members present: Mary Lou D'Allegro, Cesar Martinez-Garza, Rungun Nathan, Jianbing Qi, Stephen Snyder (chair), Rosario Torres.

The committee met to review the final draft of the informational report on salaries.

The committee spent the meeting reviewing the draft line by line and chart by chart, looking for errors and content flaws. A number of suggestions were made to improve readability and formatting. The group agreed that the content was acceptable overall, but some small changes were suggested.

The only significant content change made to the draft was the inclusion of a paragraph regarding Berks' geographical standing in the state. No other significant content changes were made, except the addition of a brief conclusion. Some minor formatting adjustments were made to the charts and text descriptions in order to facilitate an understanding of the data.

The group agreed to review the data one last time and to proofread the document for errors and typos. The group also agreed that two members would review the charts and make minor adjustments for consistency. These charts are to be forwarded to the chair for inclusion in the report and resubmission for final approval. The group expects to submit the approved final draft to the Senate within the next few days.

APPENDIX F

Penn State Berks Senate

Strategic Planning and Budget Committee Meeting Minutes

March 16, 2009

Members present: Cesar Martinez-Garza, Dennis Mays, Jianbing Qi, Stephen Snyder (chair), Rosario Torres.

The committee met to review the current working draft of the informational report on salaries.

The committee spent the meeting reviewing the draft line by line and chart by chart, looking for errors and content flaws. A number of suggestions were made to eliminate redundancy, and the group focused on the consistency of the presentation of text and graphic data. One suggestion that informed the final draft considerably was the inclusion/incorporation of standard deviation markers with the charts. The group also agreed to limit the report to showing the relationship between Berks and its true peer institutions, the Campus colleges, rather than University Park.

There was some brief discussion regarding the movement away from the group's original sense of the final report. Originally, the group preferred a short report with minimal text and only a few charts. The current draft is substantial due to the nature and quantity of the data and the need to treat as many faculty ranks as possible as equitably as possible.

The group agreed to meet again on Monday, April 6, 2009 in order to review/edit and hopefully approve the final draft of the report.

APPENDIX G
Student Life Committee
Informational Report on Faculty Involvement

Introduction: Faculty involvement with student life outside of the classroom can enhance student engagement with the college. The committee hopes to encourage more faculty involvement in student-sponsored events. The charge to the committee was: “Promote active faculty participation in student-sponsored events and promote ways to better publicize such events. Provide an Informational Report to the Berks Senate.”

Information: The 2008 National Survey on Student Engagement (NSSE) report is being evaluated. Three priorities have emerged from a group examining the results. All three priorities involve student life:

- Student participation in co-curricular activities (organizations, campus publications, student government, fraternity or sorority, intercollegiate or intramural sports, study abroad)
- Student participation in community-based project (service learning) as part of a regular course
- Students receiving the support needed to thrive socially

The most engaged students are the ones who participate in the life of the College and who are given the appropriate support networks. Faculty and staff play a vital role in encouraging participation and in providing support.

Discussion and Rationale:

The committee collectively identified several areas where a concerted effort might increase the level of faculty involvement. Many of these suggestions would need to be considered by Executive Committee to determine if charges for next year could be designed to meet these goals.

- Include a bullet on the faculty activity report to raise awareness of the importance of involvement (would require Faculty Affairs to consider this suggestion)
- Honorary coach at sporting events as a way to encourage faculty to attend
- Faculty could ask students for announcements at beginning to class so that students could promote events in which they are involved
- Faculty could consider more service by serving as a club advisor
- If every faculty and staff member committed to attending just one type of activity we would have substantially more faculty/staff presence at events
- When faculty encourage students to attend events an effort should be made to attend also
- Faculty could visit club rush to get an idea of the number of clubs active on campus
- Administrators should do more to encourage faculty to attend student events
- Service learning could be incorporated into a course

- Students should be encourage to issue personal invitations to faculty to attend student events
- When recruiting new faculty part of the interview process should include questions about involvement in student life
- As new building is occupied the expansion of an activity period on Tuesday and Thursday could be considered
- Establish a tradition at Berks involving faculty and students such as “Berks Day” where faculty and students volunteer to help improve the physical appearance of the campus
- A sport could be organized such as softball where students compete against faculty and staff
- Inter-division competitions could be organized where students and faculty from one division compete against students and faculty from another division in a sports competition or a quiz bowl of some sort
- Consider starting a Berks Facebook group

Ending List: Committee members preparing this report.

Tom Gavigan, Jui-Chi Huang, James Karlinsey, Eric Lindsey, Cheryl Nicholas, Ike Shibley, Tyler Washburn (voting) plus Mary Lou D’Allegro, Bruce Hale, Blaine Steensland

APPENDIX H
Student Life Committee Minutes
March 16, 2009

In Attendance: Mary-Lou D'Allegro, Bruce Hale, Jui-Chi Huang, James Karlinsey, Eric Lindsey, Cheryl Nicholas, Ike Shibley, Blaine Steensland, Tyler Washburn

The final meeting of the Student Life Committee for the 2008-2009 academic year focused on two reports: one legislative (involving the Student Facilities Fee) and one informational (involving faculty involvement in student life). Blaine Steensland also made a few announcements.

The legislative report arose because of the newly created Student Facilities Fee (SFF) which is to be used for long-term capital projects for students: the SFF monies cannot be used for classrooms, laboratories, or research space. Although the SFF was not part of the original charges to this committee the chair volunteered to represent the Senate on the SFF committee. In response to a request from the SFF committee a legislative report was written that proposes an amendment to the Standing Rules so that a member of the Student Life committee will represent the Senate on the SFF committee. The Student Life committee agreed that it made more sense to have a Student Life representative on the committee who could then report back. Because the SFF funds amount to \$500,000 per year the decisions regarding these funds are important and therefore open lines of communication are important. Senate representation on the SFF committee was approved unanimously and the report will be forwarded to Executive Council.

The Informational Report on Faculty Involvement was unanimously approved. The committee hopes that the report will guide next year's Executive Committee as they draft charges for the Student Life committee for the 2009-2010 academic year.

Blaine made four short announcements related to student life:

- Berks will host the Student Academic Leadership Conference for the University this summer
- Jeff Fazio has announced his resignation to accept the Associate Director of Student Affairs at Penn State Schuylkill
- Lisa Deibler will start as the Athletic Director on April 20
- Enrollment projections of 800 first-year students for Fall 2009 are on target