

Penn State Berks Senate

Monday, September 24, 2012

1:00-2:30 PM

Multi-Purpose Room, Perkins Student Center

Agenda

- **Call to Order**

- **Additions, Corrections, and Approval of Minutes of the April 16, 2012 meeting**

- **Announcements and Reports by the Chair**

- **Reports of Officers and University Senators**
 - Vice Chair Bowers
 - Secretary and Senator Zambanini
 - Senator and Parliamentarian Aynardi
 - Senator Snyder (written report)
 - Student Senator Anthony A. Khoury
 - SGA President Larry Wesner

- **Comments and Announcements by Administrators**
 - Chancellor Hillkirk
 - Associate Dean Esqueda

- **Unfinished Business**

- **Motions from Committees**
 - Approval of Senate Meeting Dates, Executive Committee (Appendix A)

- Approval of Committee Chairs, Executive Committee (**Appendix B**)
- Approval of the Berks Senate standing Rules Revision Pertaining to Intercollegiate Athletics Committee, Executive Committee (**Appendix C**)

- **Informational Reports**
 - The Berks Senate Committee Roster, Executive Committee (**Appendix D**)
 - The Berks Senate Committee Charges, Executive Committee (**Appendix E**)

- **Committee Reports**
 - Academic Affairs, Committee Chair Bowers
 - Faculty Affairs, Committee Chair Gamberg
 - Intercollegiate Athletics, Committee Chair Shaffer
 - Strategic Planning and Budget, Committee Chair Newnham
 - Physical Facilities and Safety, Committee Chair Arnold
 - Student Life Committee, Committee Chair Jastrzebski

- **New Legislative Business**
- **Forensic Business** – Strategic Planning and Budget, James Laurie and Blaine Steensland
- **Comments for the Good of the Order**
- **Adjournment**

Penn State Berks Senate
April 16, 2012
1:00-2:30 PM, Multi-Purpose Room

Attendees: Khaled Abdou, Ali Alikhani, Katie Amaral, Mohamad Ansari, Jennifer Arnold, David Aurentz, Martha Aynardi, David Bender, Amy White Berger, William Bowers, Tricia Clark, Ruth Daly, Nancy Dewald, Maureen Dunbar, Bert Eardly, Valetta Eshbach, Mike Fidanza, Bob Forrey, Katie Garcia, Tom Gavigan, Sudip Ghosh, Hassan Gourama, Nathan Greenauer, Helen Hartman, Ben Infantolino, Ron Jastrzebski, James Karlinsey, Sadan Kulturek Konak, Abdullah Konak, Jim Laurie, Dan Litvin, Michelle Mart, Lauren Martin, Lingqi Meng, Deena Morganti, Edwin Murillo, Marilyn Mussomeli, Tami Mysliwec, Rungun Nathan, Randall Newnham, JoAnne Pumariega, Michele Ramsey, Malika Richards, Toby Rider, Brenda Russell, Sue Samson, Jessica Schocker, Alice Shaparenko, Ike Shibley, Stephen Snyder, Terry Speicher, Rosario Torres, Lorena Tribe, Christian Weisser, Kesha Morant Williams, Janet Winter, Robert Zambanini (Faculty); Paula Plageman, Marie Smith (Staff); Pradip Bandyopadhyay, Paul Esqueda, Keith Hillkirk, Janelle Larson, Belen Rodriguez Mourelo (Administration); Timothy Smith (Students)

1. Call to Order

- 2. Approval of Minutes of the Preceding Meetings- Minutes of January 30, 2012** – Clarification was provided by Senator Snyder concerning his March report on the Advisory and Consultative Report. The Committee is not so much revising as drafting the report, and they would like for it to be a University goal to see tenure restored to a clear majority. After providing these clarifications, *the minutes were approved.*

3. Announcements and Reports by the Chair

- A brief report was provided by Provost Pangborn at the last Senate Council meeting concerning Fall, 2012 enrollment projections. Currently there are 3 campuses that have not met their enrollment projections for fall.
- The report of the Academic Affairs Committee did not reach the Executive Committee prior to the April 2 meeting deadline; therefore it was not included as part of the agenda for today's meeting. However, the Chair requested Committee Chair Mart include their report at today's meeting and to distribute hand-outs in order for the discussions to begin.

4. Reports of Officers and University Senators

- **Vice-Chair Bowers – No Report**
- **Secretary and Senator Zambanini** – All motions from previous Senate years will be made available on the Berks Senate Web site. This project will be taken on after spring semester.
- **Senator and Parliamentarian Aynardi** – The Undergraduate Research Conference will be held on April 21. The Academic Achievement Awards banquet will be held on April 29; Faculty members are encouraged to attend to support those students receiving awards. Senator Aynardi introduced Dr. Paula Plageman (the newly hired Manager of the Academic Advising Center).
- **Senator Shibley – No Report**
- **Senator Snyder** – The Committee is currently working on a draft of their report and will be meeting next week.
- **Student Senator Tiffany Wesner – Not Present**
- **SGA President Larry Wesner – Not Present**

5. Comments and Announcements by Administrators

- **Chancellor Hillkirk**
 - The Keynote Speaker for Spring Commencement is the Dean of Education from University Park, Dr. David Monk.
 - Dr. Hillkirk shared the names of several faculty and one staff member who have recently received awards or recognition from the University or other institutions for their outstanding work. Dr.

Hillkirk thanked all of the recipients for their contributions and congratulated them on behalf of Penn State Berks.

- Penn State Berks and Altoona are two of the three campuses whose enrollments do not currently meet projections for Fall, 2012. Several steps are being taken to address the situation, including two new scholarships, the Chancellor's Scholarship and the 30 Plus Award; both scholarships are being offered as incentives for traditional and non-traditions students as a means to increase enrollment numbers. All Faculty members are asked to be engaged in this effort. The Berks Advisory Board has now voted changes to the Bylaws, which will include the goal of recruiting 9 superintendents from local area schools to join our Advisory Board this fall. The goal is to engage more directly and to build relationships with the local schools in order to recruit new students to Penn State Berks.

- **Associate Dean Esqueda**

- The Celebrating Teaching Colloquium will be held on Friday, May 4, 2012. This year's topic is "*Engaging Students in the Classroom and Beyond.*"
- Commencement will be held on Saturday, May 5, 2012. A breakfast for faculty and staff will be held at 7:45 a.m. Announcements pertaining to faculty promotion and tenure, as well as the presentation of our annual faculty awards, will be announced during the breakfast.
- The Degree Development Planning Committee has finished the preliminary draft of their Degree Development Plan. Dr. Esqueda wished to thank faculty for their feedback and all those committee members involved in completing this task.

6. Unfinished Business – None

7. Motions from Committees

- **New Standing Committee – Intercollegiate Athletics, Executive Committee (App. A)** – The Executive Committee is sponsoring an amendment to the standing rules of the Penn State Berks Senate Constitution. This amendment calls for the establishment of a new Standing Committee for Intercollegiate Athletics. The Chair shared a few recommended editorial suggestions provided by the Senior Director of Student Affairs. All are listed under the section titled "Membership"; under (ii), it should read: "*One undergraduate student senator from the Berks SGA*"; under (vii), it should read: "*Two student-athletes (one male and one female) on the Berks varsity athletics teams (who are also members of the Student Athlete Advisory Committee)*"; and under (viii), it should read: "*Senior Director of Student Affairs.*" If there were no objections presented by the Executive Committee, the Chair asked to have these changes included as part of the amendment. The Chair asked that the revised amendment be presented to the floor and opened for discussion. Other editorial suggestions were as follows: change the wording under section "Duties", paragraph 4, line 9 to eliminate the word "*national*"; under section "Membership" under (viii), eliminate the recommended suggestion of adding "*Senior Director of Student Affairs*" to "*(Senior)Director of Student Affairs*"; amend (vi) to read: "*Senior Women's Administrator for Intercollegiate Athletics (if the AD is not female); Senior Men's Administrator for Intercollegiate Athletics (if the AD is not male)*". The Chair called for a second to the motion. A second was received. The Chair called for discussion on the proposed changes. Senator Snyder expressed concern as to the language being used as being set policy of the NCAA and if there was much leeway there to making changes to the language; the Chair confirmed that the language being used was copied from the NCAA document already in place. The Chair called for a vote on the amendment to the amendment. A vote was called and ***the motion was approved.*** Senator Aynardi reported that Roman numeral (v) was missing under the section "Membership"; the Chair acknowledged that was correct and made a motion that the list will be revised and re-numbered accordingly. The Chair returned to the original motion and called for a vote to the amended Legislative Report. A vote was called and with receiving 1 nay vote, ***the motion was approved.***
- **Report of the Academic Affairs Committee, April, 2012 (Handout)** – Michelle Mart –The Chair called for discussion to the report from the Academic Affairs Committee. This report is the second part of the Academic Affairs Committees' response to the Core Council letter. The first report was previously reviewed and passed by the Senate back in February. Committee Chair Mart proposed dividing the motions into two groups, numbers 1 through 4 and 5 through 10. Item 1 through 4 addressed recommendations pertaining to developmental courses, FY seminars and the number of

credit hours taught by part-time faculty. Items 5 through 10 addressed recommendations pertaining to new programs and changes to new programs, and specifically responds to the recommendations from the Degree Development Committee. Committee Chair Mart reviewed items 1 through 4 as outlined on the report and provided the rationale behind each of the recommendations. The Chair made a motion to divide the report into two parts, items 1-4 and items 5-10, for discussion. Senator Shibley objected to grouping the items together and felt they should be looked upon individually. Committee Chair Mart reiterated that the purpose of today's meeting was to discuss the report and to hold off on the actual voting until the September Senate meeting, and to have the voting performed in person rather than electronically. Other items of discussion included: the removal of item #3 from the report and have it voted on as a separate motion; enforcing the increase of the evaluation index as it relates to admitting students to Penn State Berks; addressing the needs of existing full-time programs vs. new programs; and responses to proposed majors and programmatic changes provided in the draft report of the Degree Development Committee. The Chair remarked that due to time constraints the Senate proceed and asked for a consensus on what the group would like to do concerning this report. Since there was no deadline date in place at this time, it was deemed appropriate that Committee Chair Mart send out the report electronically for all to review, and that the report is placed on the agenda for the September Senate meeting where it will be voted on at that time.

8. Informational Reports

- **Strategic Planning and Budget Committee – Salary Report (Appendix B) – Bob Forrey**
- **Physical Facilities and Safety Committee – Informational Report on the Beaver Community Center, March 30, 2012 (Appendix C) – Katie Amaral**
- **Physical Facilities and Safety Committee – Informational Report on the Smoking Policy, March 30, 2012 (Appendix D) – Katie Amaral**
- **Minutes – Student Life Committee, March 26, 2012 (Appendix E) – Amy White Berger**

9. Committee Reports

- **Academic Affairs – Michelle Mart**
- **Faculty Affairs – Bill Bowers** – The P&T representatives are as follows: Dr. Malika Richards from the EBC Division; Cleo House from the HASS Division; and Dr. David Sanford from the SCI Division.
- **Strategic Planning and Budget – Bob Forrey – No Report**
- **Physical Facilities and Safety – Katie Amaral** – The Committee recommends appointing a liaison from the Committee that is currently working on the Integrated Safety Plan and to appoint that individual to the Safety Committee. This action may be handled administratively.
- **Student Life – Amy Berger** – The Committee is currently working on its end of year report. All five charges are progressing as scheduled. Concerns related to student transportation issue will be carried forward to next year.

10. **New Legislative Business – Senate Election of Officers** – Nominations were recently held for the following Senate Officer positions: Chair, Vice Chair and Secretary. Nominees for all positions have been received. For the Secretary position, the Chair received a nomination and later realized that this person had already accepted another position. The Chair reached out to this faculty member to have their name withdrawn and had not received a response back from said faculty member. Based on the information currently available, there are 3 nominees, one for each position as follows: Chair, Dr. Mohamad Ansari; Vice Chair, Mr. Bill Bowers; and Secretary, Dr. Robert Zambanini. The Chair opened the floor for additional nominations for each of these positions. Hearing none, a motion was called to close the nominations for Senate Officers. *The motion was approved unanimously.*

11. **Forensic Business - None**

12. **Comments for the Good of the Order** – Committee Chair Mart requested that for the balance of time remaining, discussions pertaining to the Academic Affairs Committee Report, including the explanation of the rationale provided on the report, continue; the Chair did not oppose this request.

13. **Adjournment**

University Senator's Report

Stephen Snyder

September 19, 2012

Intra-University Relations Committee

I am pleased to report that the change in IRC from last year to this year has been relatively seamless. The committee was broken into subcommittees, leadership was appointed, and charges were assigned. I will report further on the details of these committees and their progress as necessary.

The Advisory report on the Use of Fixed Term Faculty is being drafted. Last week, committee members received more recent and more representative data. The committee now has a regular data and assessment liaison from the University, which should improve the quality of our report substantially. The previous data were incomplete and open to criticism. The new data comes from a June presentation to the Academic Leadership Council, which lends the report the credibility it may have been lacking in earlier conceptions. This report will be discussed in full Committee at October's meeting with goal of a Senate presentation and vote by the end of Fall 2012.

Finally, the committee has been charged to examine assessment at the University and to determine whether or not unintended consequences of assessment or the assessment process exist. As noted in the IRC minutes, for example, does assessment cast one way or method of teaching in a positive light over another, and does this change the way faculty teach courses? One expects this line of inquiry to be challenging as information is likely to remain anecdotal.

APPENDIX A

Penn State Berks Senate Meeting Dates, 2012-2013

(As approved by the Executive Committee of the Penn State Berks Senate, September 19, 2012)

- September 24, 2012
- October 22, 2012
- November 26, 2012
- February 4, 2013
- March 18, 2013
- April 22, 2013

Executive Committee Dates

- September 19, 2012
- October 15, 2012
- November 12, 2012
- January 21, 2013
- March 11, 2013
- April 17, 2013

APPENDIX B
Committee Chairs of the Penn State Berks Senate
Fall 2012 – Spring 2013

(Approved by the Penn State Berks Senate Executive Committee June 25, 2012)

Chairs of the Penn State Berks Senate Committees				
Committee	Chairperson	Phone	e-mail	Term expires
Academic Affairs	Bill Bowers	396-6276	whb108@psu.edu	2013
Executive	Mohamad A. Ansari	396-6129	maa4@psu.edu	2013
Faculty Affairs	Leonard Gamberg	396-6124	lpg10@psu.edu	2013
Intercollegiate Athletics	Kirk Shaffer	396-6258	krs14@psu.edu	2013
Physical Facilities and Safety	Jennifer Arnold	396-6174	jma25@psu.edu	2013
Strategic Planning and Budget	Randy Newnham	396-6177	ren2@psu.edu	2013
Student Life	Ron Jastrzebski	396-6448	rjj11@psu.edu	2013

APPENDIX C

Amendment to the Standing Rules of the Berks Senate Constitution

Revision of Establishment of a the New Standing Committee

Intercollegiate Athletics

Approved by the Berks Senate Executive Committee

April 16, 2012 September 19, 2012

Rationale:

In recent years the University-wide Intercollegiate Athletics Committee (IAC) has grown to an unwieldy size with the addition of five Division 3 NCAA campus athletic programs (with individual FAR representatives) that has resulted in loss of adequate representation for each D3 campus in the larger IAC. A recent proposal by the University Faculty Senate Committee on Committees and Rules has called a reduction in the size of this Committee, but also encouragement for each Division 3 campus to enhance the local governance of athletics on its campus by creation of a localized IAC, and for the five Division 3 campuses to form their own committee to undertake the duties listed under the University Faculty Senate bylaws. In addition, since the NCAA treats each Division 3 campus as a separate entity with the responsibility of governing its own campus athletic program and solely responsible to the NCAA for any violations of NCAA rules, it seems appropriate at this time to establish a committee to carry out these duties at the campus level and through Berks Faculty Senate jurisdiction. Given the past dominance of the Division 1 University Athletics program at IAC meetings, the creation of a local IAC committee at Berks at this time enables the campus to more adequately and efficiently supervise and regulate athletics by more closely following the Division 3 NCAA model.

Duties:

The Committee on Intercollegiate Athletics is responsible to the Berks Senate for all intercollegiate athletic programs at the Berks Campus University—as they relate to the University’s academic and educational objectives. Intercollegiate athletics shall include all teams and individuals representing the Berks Campus University—with significant off-University activity. _

The committee shall consider policies on eligibility of students for intercollegiate athletics; approve intercollegiate athletic schedules as they affect academic standards and distribute this approval to the University-wide Intercollegiate Athletics Committee; and help promote a sound academic climate for the intercollegiate athletic programs at Berks campus. _

The Committee shall meet with responsible administrators and others concerning the intercollegiate athletic programs at Penn State Berks that offer intercollegiate competition. It shall make a particular effort to seek the views of students participating in these intercollegiate athletic programs. _

The committee serves also as an advisory committee to the Chancellor of the Berks campus on the operation of the intercollegiate programs. Subject to the general authority of the Chancellor of Berks, it shall initiate new policies, or review existing policies, which govern these intercollegiate athletic programs. While these policies shall guide the Department of Intercollegiate Athletics and administrators at Berks, the Committee shall not act in an administrative or executive capacity. It shall develop recommendations to the Chancellor of the Berks campus on matters affecting the North Eastern Athletic Conference (NEAC), the other Penn State Division 3 campus athletic programs, the University-wide Intercollegiate Athletic Committee, the NCAA, and other national athletic governance bodies in which the University holds membership and shall work closely with the faculty representatives in establishing the University’s formal vote to these organizations. At the request of the Chancellor of the Berks campus the committee may consider other issues affecting the various athletic programs under the Chancellor’s jurisdiction.

The Committee shall report on its activities to the Berks Senate at least annually. _

Membership:

- (i) Two faculty members from each Division shall be appointed by the Berks Executive Committee for a period of two years (with one faculty member serving as the Committee Chair);
- (ii) One undergraduate student senator from the Berks SGA;
- (iii) Faculty Athletics Representative to the National Collegiate Athletic Association;
- (iv) Director of Intercollegiate Athletics at Berks (non-voting);
- (v) Senior Women's Administrator for Intercollegiate Athletics (if the AD is not female) Senior Men's Administrator for Intercollegiate Athletics (if the AD is not male) (non-voting);
- (vi) Two student-athletes (one male and one female) on Berks varsity athletics teams (who are also members of the Student-Athlete Academic Committee);
- ~~(vii) (Senior) Director of Student Life at the Berks campus; (The (Senior) Director of Student Life at the Berks Campus is a member of the Student Life Committee.)~~
- (viii) Coach of one of the Berks varsity athletic teams (non-voting).

APPENDIX D

Committee Roster of the Penn State Berks Senate

Fall 2012 – Spring 2013

(Approved by the Penn State Berks Senate Executive Committee June 25, 2012)

PENN STATE BERKS SENATE MEMBERSHIP

The Berks Faculty shall include:

- (a) All full time faculty including librarians (**CURRENT TOTAL = 119+4 = 123**);
- (b) The following members of the Administrative Staff:
 - Chancellor (ex officio);
 - Associate Dean for Academic Affairs (ex officio);
 - Division Heads of EBC, HASS and Science (ex officio);
- (c) Other members of the Administrative Staff as appointed by the Chancellor;
- (d) One senator elected by the professional assistants from among their ranks;
(The total number of Senators from categories (b), (c), and (d) shall not exceed 10% of the full time faculty including librarians.)
- (e) SGA President and elected student senators not to exceed 10% of the full time faculty including librarians.

EXECUTIVE COMMITTEE

(5 members, 5 voting, quorum = 3)

Member	Title	Phone	e-mail	Term expires
Mohamad A. Ansari	Chair	396-6129	maa4@psu.edu	2013
Bill Bowers	Vice Chair	396-6276	whb108@psu.edu	2013
Bob Zambanini	Secretary	396-6178	raz3@psu.edu	2013
Mohamad A. Ansari	University Faculty Senator	396-6129	maa4@psu.edu	2015
Bob Zambanini	University Faculty Senator	396-6178	raz3@psu.edu	2013
Steve Snyder	University Faculty Senator	396-6277	sjs29@psu.edu	2014
Martha Aynardi	University Faculty Senator	396-6228	mwa1@psu.edu	2016
Martha Aynardi	Parliamentarian (non-voting)	396-6228	mwa1@psu.edu	2013

Chairs of the Penn State Berks Senate Committees

Committee	Chairperson	Phone	e-mail	Term expires
Academic Affairs	Bill Bowers	396-6276	whb108@psu.edu	2013
Executive	Mohamad A. Ansari	396-6129	maa4@psu.edu	2013
Faculty Affairs	Leonard Gamberg	396-6124	lpg10@psu.edu	2013
Intercollegiate Athletics	Kirk Shaffer	396-6258	krs14@psu.edu	2013
Physical Facilities and Safety	Jennifer Arnold	396-6174	jma25@psu.edu	2013
Strategic Planning and Budget	Randy Newnham	396-6177	ren2@psu.edu	2013
Student Life	Ron Jastrzebski	396-6448	rjl11@psu.edu	2013

ACADEMIC AFFAIRS (12 members, 9 voting)

Member	Title	Phone	e-mail	Term expires
Bill Bowers (CHAIR)	Representatives from EBC Division	396-6276	whb108@psu.edu	2013
Rocky Jui-Chang		396-6454	jxh74@psu.edu	2014
Nathan Greenauer	Representatives from HASS Division	396-6099	nmg12@psu.edu	2014
Laurie Grobman		396-6141	leg8@psu.edu	2014
Ben Infantolino	Representatives from Science Division	396-6153	bwi100@psu.edu	2014
Tami Mysliwicz		396-6274	thm2@psu.edu	2013
Deena Morganti	Library Representative	396-6246	djm12@psu.edu	2014
Bob Zambanini	University Curricular Affairs Representative	396-6178	raz3@psu.edu	2013
Paul Esqueda	Associate Dean (non-voting)	396-6417	pue1@psu.edu	n/a
Dave Bender	Registrar	396-6090	dsb@psu.edu	n/a
Lisa Glass	Acting Chief Information Officer (non-voting)	396-6190	lmg9@psu.edu	n/a
Tiffany Wesner	Student Rep. (non-voting)		tvw5106@psu.edu	2013

FACULTY AFFAIRS (7 members, 6 voting)

Member	Title	Phone	e-mail	Term expires
Mahdi Nassereddin	Representatives from EBC Division	396-6311	mxn16@psu.edu	2014
Michael Bartolacci		396-6175	mrb24@psu.edu	2014
Samantha Kavky	Representatives from HASS Division	396-6398	bsk10@psu.edu	2014
Lingqi Meng		396-6453	Lxm62@psu.edu	2014
Leonard Gamberg (CHAIR)	Representatives from Science Division	396-6124	lpg10@psu.edu	2013 (Chair and membership)
Dave Sanford		396-6161	dls30@psu.edu	2013
Paul Esqueda	Associate Dean (non-voting)	396-6417	pue1@psu.edu	n/a

INTERCOLLEGIATE ATHLETICS (13 members, 13 voting)				
Member	Title	Phone	e-mail	Term expires
Tom Gavigan	Representatives from EBC Division	396-6181	thg2@psu.edu	2014
John Guiseppe		396-6008	jag52@psu.edu	2014
Kirk Shaffer (CHAIR)	Representatives from HASS Division	396-6258	krs14@psu.edu	2013 as Chair
Jessica Shocker		396-6457	jbs213@psu.edu	2014
Bert Eardly	Representatives from Science Division	396-6131	bde1@psu.edu	2014
Bill Sutherland		396-6150	wms3@psu.edu	2014
Bruce Hale	Faculty Athletic Representative	396-6156	bdh1@psu.edu	2014
Blaine Steensland	Director of Student Affairs	396-6066	bes2@psu.edu	n/a
Lisa Deibler	Berks Athletic Director	396-6162	lkd13@psu.edu	n/a
Adrian Munteau	Varsity Coach	484-769-8128	fam11@psu.edu	n/a
Anthony A. Khoury	Student Senator		aqk5237@psu.edu	2013
Tom Smith	Student Representatives		tas5444@psu.edu	2013
Emily S. Pufnock		610-304-9641	esp5091@psu.edu	2013

PHYSICAL FACILITIES AND SAFETY (9 members, 8 voting)				
Member	Title	Phone	e-mail	Term expires
Sudip Ghosh	Representatives from EBC Division	396-6346	sxg38@psu.edu	2014
Jennifer Wakemen		396-6123	jvp5@psu.edu	2014
Terry Baker	Representatives from HASS Division	396-6405	tlb15@psu.edu	2013
Brenda Russell		396-6014	blr15@psu.edu	2014
Jennifer Arnold (CHAIR)	Representatives from Science Division	396-6174	jma25@psu.edu	2013 (Chair and membership)
Maureen Dunbar		396-6328	med18@psu.edu	2013
Ada Leung	At-Large Representative	396-6186	cx151@psu.edu	2013
Kim Berry	Campus Chief Operating Officer (non-voting)	396-6260	kreb11@psu.edu	n/a
Kunal Sharma	Student Representative		kqs5263@psu.edu	2013

STRATEGIC PLANNING AND BUDGET (10 members, 8 voting)				
Member	Title	Phone	e-mail	Term expires
Malika Richards	Representatives from EBC Division	396-6096	mur12@psu.edu	2014
Khaled Abdou		396-6173	kka1@psu.edu	2014
Randy Newnham (CHAIR)	Representatives from HASS Division	396-6177	ren2@psu.edu	2013 as Chair
Ray Mazurek		396-6176	ram2@psu.edu	2014
Ben Infantolino	Representatives from Science Division	396-6153	bwj100@psu.edu	2014
Michael Fidanza		396-6330	maf100@psu.edu	2014
Tricia Clark	At-Large Representative	396-6349	tkc3@psu.edu	2013
Dennis Mays	Campus Financial Officer (non-voting)	396-6042	dym9@psu.edu	n/a
Jayne Park-Martinez	Representative, Planning, Research, and Assessment (non-voting)	396-6386	jip10@psu.edu	n/a
Kay Livingston	Student Representative		kol5142@psu.edu	2013

STUDENT LIFE (12 members, 8 voting)				
Member	Title	Phone	e-mail	Term expires
Ron Jastrzebski (CHAIR)	Representatives from EBC Division	396-6448	rjj11@psu.edu	2013 as Chair
Shiyong Lee		396-6211	sul28@psu.edu	2014
Kesha Williams	Representatives from HASS Division	396-6218	kmm410@psu.edu	2014
Holly Ryan		396-6333	h1r14@psu.edu	2013
Dave Aurentz	Representatives from Science Division	396-6397	dja5@psu.edu	2013
Toby Rider		396-6009	tcr3@psu.edu	2014
Amy Berger	At-Large Representative	396-6452	awb10@psu.edu	2013
Blaine Steensland	Director of Student Affairs (non-voting)	396-6066	bes2@psu.edu	n/a
Bruce Hale	College Representative on University Athletic Committee (non-voting)	396-6156	bdh1@psu.edu	n/a
Jayne Park-Martinez	Representative, Planning, Research, and Assessment (non-voting)	396-6386	jip10@psu.edu	n/a
Lisa Deibler	Berks Athletic Director (non-voting)	396-6162	lkd13@psu.edu	n/a
Megan Sim	Student Representative	609-703-9777	mns5133@psu.edu	2013

APPENDIX E

Committee Charges, Penn State Berks Senate, 2011-2012

(Informational Report Approved by the Executive Committee of the Penn State Berks Senate, July 11, 2012)

Committee Chairs are expected to report directly to the Senate. Specifically, all Committee Chairs are required to submit to the Senate a mid-year progress report and an end of the year progress report as is being practiced by the University Faculty Senate. Reports should be submitted to the Secretary of the Senate, Bob Zambanini (raz3@psu.edu). All items that need Senate approval must be presented as a Legislative report and must include a motion. Motions will be discussed and voted on by Senate. Unless otherwise specified, the reports below should be considered Informational Reports. Any committee can decide to create an Advisory or Legislative report.

Executive Committee

- Revise the Standing Rules of the Berks Senate Constitution as it relates to composition of the Student Life Committee and Intercollegiate Athletics Committee.

Academic Affairs

- Draft an Informational report pertaining to the review procedures for proposing programs (degree proposals) and courses (course proposals) and send a legislative report to the Senate.
- Draft a Legislative Report on the composition of the Academic Integrity Committee.
- Draft an Informational report to review existing and identify alternative academic support services for the diverse range of students at Penn State Berks in light of the 2012 Core Council recommendations.
- Joint with Academic Affairs Committee -- Investigate the extent of and the role of academic support for athletes at Penn State Berks.

Faculty Affairs

- Draft an informational Report on the review of the HR 23 Rainbow Sheets and the Faculty Activity Reports as they relate to the reporting of Undergraduate Research and reconcile the FAR with the Rainbow Sheets.
- Draft a Legislative Report on revision of the Berks Campus SRTE Policy as it relates to the impact of the on line administration of the SRTE's on faculty FAR.
- Draft an informational report to review the collaboration among campuses as it relates to technology assisted learning and to make recommendation as to how to proceed from these recommendations.

Intercollegiate Athletics

- Joint with Academic Affairs Committee -- Investigate the extent of and the role of academic support for athletes at Penn State Berks.

- Draft an Informational report on community expectations of student athletes
- Work with the athletic director to develop a basic understanding of NCAA academic compliance requirements and expectations of athletes.
- Policy (Dealing with schedules, NCAA requirements, etc.);
- Communication (serving as a bridge between faculty and the athletic programs);
- Strategy (serving as a voice between faculty and athletics that recognizes the potential development of athletic programs as a tool for student recruitment, student retention, and sustaining four-year degrees).

Physical Facilities and Safety

- Draft an Informational Report on the General Safety concerns.

Strategic Planning and Budget

- Chair serves as liaison between Strategic Planning Council and this Committee.

Student Life

- Draft an Informational report to review the status of the Academic Recovery program based upon 2011-12 data.
- Draft an Informational report to review campus facilities that support the out-of-class/co-curricular experiences of our students, including recommendations regarding the Student Facility Fee.
- Draft an Informational report to examine the integrating and complimenting of the students' in-class and out-of-class experiences to ensure the best possible educational experience and use the NSSE data to examine opportunities.
- Draft an Informational report to identify support services that Berks Campus offers to its diverse range of students.