

**Penn State Berks Senate**  
**Monday, September 21, 2009**  
**1:00-2:30 PM, Multi Purpose Room**  
**Agenda**

- 1. Call to Order**
- 2. Additions, Corrections, and Approval of Minutes of the April 20, 2009 meeting**
- 3. Announcements and Reports by the Chair**
- 4. Reports of Officers and University Senators (Appendix D)**
  - Vice Chair Dewald
  - Secretary Lindsey
  - Senator Aynardi
  - Senator Bowers
  - Senator Nasereddin
  - Senator Zambanini
  - Senator Romberger
  - Student Senator
- 5. Comments and Announcements by Administrators**
  - Chancellor Speece
  - Associate Dean Esqueda
- 6. Unfinished Business**
- 7. Motions from Committees**
  - Approval of Senate Meeting Dates, Executive Committee (**Appendix A**)
  - Approval of Senate Committee Chairs, Executive Committee (**Appendix B**)
- 8. Informational Reports from Committees**
  - Committee Charges, Penn State Berks, 2009 – 2010, Executive Committee (**Appendix C**)
- 9. New Legislative Business**
- 10. Forensic Business**
- 11. Adjournment**

**Penn State Berks Senate**  
**Monday, April 20, 2009**  
**1:00-2:30 PM, Multi-Purpose Room**

Attendees: Khaled Abdou, Mohamad Ansari, David Aurentz, Martha Aynardi, David Bender, Amy White-Berger, Tim Bossard, William Bowers, Nancy Dewald, Kira Baker-Doyle, Maureen Dunbar, Valetta Eshbach, Bob Forrey, Paul Frye, Leonard Gamberg, Cesar Martinez-Garza, Laurie Grobman, Jui-Chi Huang, Abdullah Konak, Sadan Kulturel, Gary Kunkelman, Jim Laurie, Shiyoung Lee, Eric Lindsey, Michelle Mart, Deena Morganti, Mike Moyer, Tami Mysliwicz, Mahdi Nasereddin, Randall Newnham, Lolita Paff, JoAnne Pumariaga, Jianbing Qi, Malika Richards, Andy Romberger, Jeanne Marie Rose, Sue Samson, Dave Sanford, John Shank, Alice Shaparenko, Ike Shibley, Steve Snyder, Terry Speicher, Rosario Torres, Lorena Tribe, James Walter, Christian Weisser, Janet Winter, Bob Zambanini (Faculty); Mary Lou D'Allegro, Lisa Deibler, Sandy Kreis, Marie Smith (Staff); Kim Berry, Pradip Bandyopadhyay, Paul Esqueda, Janelle Larson, Dennis Mays, Belen Rodriguez-Mourelo, Susan Phillips Speece, Blaine Steensland (Administration); Frank Materia, Zack Karazsia, Dillon Kenniston, Tyler Washburn (Students)

**1. Call to Order**

**2. Approval of Minutes of the Preceding Meeting – Minutes of March 23, 2009 – *The minutes were approved.***

**3. Announcements by the Chair**

- a. Chair Ansari reported that the Berks Campus First Year Engagement Plan has been approved by the Joint Senate Review Committee at University Park.
- b. The election for the position of Secretary of the Penn State Berks Senate has been completed and the Chair was pleased to announce that Dr. Eric Lindsey has been selected as the incoming Senate Secretary. At the last Senate meeting Senator and Parliamentarian Andy Romberger was selected as the incoming Chair and Prof. Nancy Dewald as the incoming Vice Chair.
- c. The Chair expressed his appreciation to all the Committee Chairs, Senators, and especially to Vice Chair Dunbar and Secretary and Senator Zambanini for their hard work and dedication over the past several years. The Chair was pleased to report that the attendance of the Berks Faculty Senate has increased by forty percent over his two-year term. On behalf of the Senate and the Executive Committees, the Chair wishes to recognize and congratulate all of his colleagues for their participation and support to the Senate during his term

**4. Reports of Officers and University Senators (Appendix A)**

• **Vice Chair Dunbar**

- The Vice Chair wished to acknowledge and show her appreciation for the hard work of all the Senate Committees and especially the Chairs: Dan Litvin of the Faculty Affairs Committee, Leonard Gamberg of the Physical Facilities and Safety Committee, Steve Snyder of the Strategic Planning and Budget Committee, and Ike Shibley of the Student Life Committee. Also recognized and acknowledged for their hard work were the members of the Executive Committee. Special recognition was given to Secretary and Senator Zambanini for his contribution and service to the Berks Faculty Senate during the past seven years. Lastly, a very special thank you was given to Chair Ansari for his wonderful

leadership, assistance and knowledge brought forth to the Faculty Senate during his two years as Chair.

- **Secretary and Senator Zambanini**

- Secretary and Senator Zambanini had nothing to report as Senator; however, as Secretary, he wanted to show his appreciation to everyone who has made his seven years as Secretary a pleasant, enjoyable and efficient experience. A special thank you was extended to previous Secretary Randall Newnham for his expertise and assistance in making his transition to Senate Secretary much easier. He also wished to acknowledge and thank Chancellor Speece for her generosity in lending two assistants to the Secretary, Cindy Balliett and, most recently, Marie Smith.
- The Secretary noted that he has several projects he is currently working on, including meeting and working with Dr. Eric Lindsey to assist him in his transition as the new Senate Secretary. The Secretary's official term ends at midnight on June 1, 2009.

- **Senator Aynardi – No Report**

- **Senator Bowers – No Report**

- **Senator Nasereddin – No Report**

- **Senator and Parliamentarian Romberger** – The next University Senate meeting will be held next week. The agenda for this meeting can be viewed on-line. In particular, there is an informational report on faculty tenure flow rates. In addition, there are reports on faculty benefits, salaries, and a grade distribution report, which will for the first time include junior and senior level courses at non-University Park locations.

- **SGA Senator Karazsia**

- Senator Karazsia reported that the Student Life Committee will be discussing the John White Fellowship Award as well as the report on the various student successes for adult learners. Any comments or recommendations that anyone would like to make to the committee should be brought to his attention and he will present them at their next meeting. There will also be a recap of the NSSE Report and the Alcohol EDU Program which were previously discussed.
- Introduction was made to Dillon Kenniston, who was elected Student Representative to the University Faculty Senate for next year.
- Senator Karazsia thanked the outgoing and incoming administrations for all their assistance during his term as SGA Senator. His term will be ending on June 1, 2009.

## 5. **Comments and Announcements by Administrators**

- **Chancellor Speece**

- The Undergraduate Research Conference was held at RACC on Saturday, April 18. The representation from Penn State Berks students at this event was excellent.
- The SGA Awards Banquet was held on Sunday, April 19. All of us should be congratulating our students on the kind of leadership they demonstrate here at Penn State Berks.
- Last evening, retirement celebrations were held in honor of Dr. Doris Turkes and Dr. Michael Riley. It was a very enjoyable evening for all who attended.
- Chancellor Speece introduced Lisa Deibler, who is the new Athletic Director to Penn State Berks. Lisa comes to Penn State Berks from the University of Notre Dame.

- **Associate Dean Esqueda**

- Associate Dean Esqueda invited everyone to attend the campus reception to be held on Wednesday, April 29 honoring Dr. Doris Turkes and Dr. Michael Riley on their retirement.
- The Celebrating Teaching Colloquium will be held on Thursday, May 14. This year's topic is on Internationalization of the Campus. At this year's teaching colloquium we will be

reviewing our experiences with internationalization, and a committee will be formed to spearhead the actual planning of this effort.

- Commencement will be held on Saturday, May 16. Everyone is invited to the commencement breakfast, at which time this year's faculty awards will be announced, along with new and pending promotions.
- The Schreyer Institute Event for Teaching Excellence will be held Monday, May 11. This year's discussion will be about our own experiences on campus relating to assessment.

## 6. Unfinished Business – None

## 7. Motions from Committees

- **Legislative Report on Space for Emeritus Faculty, Physical Facilities and Safety Committee (Appendix A)**
  - Most of the content in this legislation consists of the collaborative efforts of a committee from last year. Our committee took what was already in place and made some minor adjustments. In addition, we also took into account additional recommendations and suggestions from administrative staff. This legislation would benefit both students and faculty.
  - A vote was called and the *motion was approved*.
- **Legislative Report on Student Facilities Fee Membership, Student Life Committee (Appendix B)**
  - This year is the first year that the Student Facilities Fees has been implemented. Each semester the student pays \$100.00 toward long-term facilities.
  - The committee has asked that there be an additional item listed under the duties in the standing rules which states "*Represent the Senate as a member of the Student Facilities Fee Committee.*" This item will ensure that there is one Senate representative who is part of the Student Life Committee.
  - A vote was called and the *motion was approved*.

## 8. Informational Reports from Committees

- **Academic Affairs Committee Minutes, March 16, 2009 (Appendix C)**
- **Informational Report on Faculty Salaries, Strategic Planning and Budget Committee (Appendix D)**
  - Chair Ansari commented on the outstanding job the committee did in creating this report. The graphs and analysis provided made the report very easy to understand.
  - Committee Chair Snyder recognized all the members of the committee and reported that the only consistent thing he has learned about salaries across the system is that they are inconsistent. It was not the committee's intent to omit any one category out of the report; however, there were a number of areas where sufficient information did not exist. It is very difficult to draw any kind of sophisticated analysis of this when very few correlations within the system itself.
  - Chancellor Speece appreciated the committee's putting time in rank as part of the database. The Chair pointed out that there are some areas of improvement that are still needed in this area.
  - Senator and Parliamentarian Romberger commented that there is a Faculty Salary Report coming out from the University Faculty Senate, a report that will be available in its entirety on-line. It may be beneficial to take a look at the report as a supplement to this report in order to make a comparison to other institutions and what they are currently doing.

- In conclusion, it was noted that due to the complexity of this report, more information from the Senate is required. Senator Aynardi requested that an email be forwarded to her outlining the information that needs to be reviewed.
- **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) – Ike Shibley** – The Executive Committee has asked the Committee to look for additional opportunities for the faculty to get involved in student activities. From a review of the NSSE data, Berks students, when compared with other sister institutions, revealed that they are not as involved in community-based projects or co-curricular activities, and they are not receiving the support needed in order to thrive socially. The Executive Committee was charged to look for opportunities for faculty to become more involved in the lives of their students.
- **Student Life Committee Meeting Minutes, March 16, 2009 (Appendix H)**

**9. New Legislative Business – None**

**10. Forensic Business – None**

- 11. Adjournment** – Prior to the motion for adjournment, the Chair turned the meeting over to the incoming Chair, Senator and Parliamentarian Romberger. He wished to express his thanks to all the outgoing officers for their excellent work over the past two years, and especially to Vice Chair Dunbar for all of her valuable input at the Executive Committee meetings. Chair Ansari was asked to stay on the Executive Committee as Parliamentarian for the next term and agreed to this request. With no other announcements, the meeting was adjourned.

**(Appendix A)**  
**Penn State Berks Senate Calendar 2009-2010**  
(Approved by the Berks Senate Executive Committee, May, 2009)

**Senate Meetings**  
**1:00 to 2:30 PM**  
**Perkins Multi Purpose Room**

**Fall 2009**

**Spring 2010**

**Monday September 21, 2009**

**Monday February 1, 2010**

**Monday October 26, 2009**

**Monday March 22, 2010**

**Monday November 30, 2009**

**Monday April 26, 2010**

**Executive Committee Meetings**

**Fall 2009**

**Spring 2010**

**September 2, 2009; T 145 ; 1:00-2:30**

**January 20, 2010; T 145?; TBS**

**October 12, 2009; T 145; 1:00-2:30**

**March 3, 2010; T 145?; TBS**

**November 18, 2009; T 109; 3:30-4:30**

**April 7, 2010; T 145?; TBS**

## (Appendix B)

### Summary Information of Penn State Berks Senate Executive Committee, Committee Chairs, and Committee Members, Fall 2009 – Spring 2010

(Approved by the Berks Senate Executive Committee, August 24, 2009)

#### PENN STATE BERKS SENATE MEMBERSHIP

The Berks Senate shall include:

- (a) All full time faculty including librarians (**CURRENT TOTAL = 113+4 = 117**)
- (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

(10 members, 7 unique, 7 voting, quorum = 4)

Member	Title	Phone	e-mail	Term expires
Andrew Romberger	Chair	396-6199	<a href="mailto:abr1@psu.edu">abr1@psu.edu</a>	2010
Nancy Dewald	Vice Chair	396-6243	<a href="mailto:nxd7@psu.edu">nxd7@psu.edu</a>	2010
Eric Lindsey	Secretary	396-6033	<a href="mailto:ewl10@psu.edu">ewl10@psu.edu</a>	2010
Mohamad Ansari	Immediate Past Chair	396-6129	<a href="mailto:maa4@psu.edu">maa4@psu.edu</a>	2010
Andy Romberger	University Faculty Senator	396-6199	<a href="mailto:abr1@psu.edu">abr1@psu.edu</a>	2011
Bob Zambanini	University Faculty Senator	396-6178	<a href="mailto:raz3@psu.edu">raz3@psu.edu</a>	2013
Bill Bowers	University Faculty Senator	396-6276	<a href="mailto:whb108@psu.edu">whb108@psu.edu</a>	2010
Martha Aynardi	University Faculty Senator	396-6228	<a href="mailto:mwal@psu.edu">mwal@psu.edu</a>	2012
Mahdi Nasereddin	University Faculty Senator	396-6311	<a href="mailto:mxn16@psu.edu">mxn16@psu.edu</a>	2012
Mohamad Ansari	Parliamentarian (non-voting)	396-6129	<a href="mailto:maa4@psu.edu">maa4@psu.edu</a>	2010

### Chairs of the Penn State Berks Senate Committees

Committee	Chairperson	Phone	e-mail	Term expires
Academic Affairs	Nancy Dewald	396-6334	<a href="mailto:nxd7@psu.edu">nxd7@psu.edu</a>	2010
Executive	Andrew Romberger	396-6199	<a href="mailto:abr1@psu.edu">abr1@psu.edu</a>	2010
Faculty Affairs	Mitch Zimmer	396-6334	<a href="mailto:miz1@psu.edu">miz1@psu.edu</a>	2010
Physical Facilities and Safety	Khaled Abdou	396-6173	<a href="mailto:kka1@psu.edu">kka1@psu.edu</a>	2010
Strategic Planning and Budget	Steve Snyder	396-6277	<a href="mailto:sjs29@psu.edu">sjs29@psu.edu</a>	2010
Student Life	James Karlinsey	396-6182	<a href="mailto:jmk48@psu.edu">jmk48@psu.edu</a>	2010

### ACADEMIC AFFAIRS (11 members, 8 voting)

Member	Title	Phone	e-mail	Term expires
James Walter	Representatives from EBC Division	396-6456	<a href="mailto:jaw7@psu.edu">jaw7@psu.edu</a>	2010
Shiyong Lee		396-6211	<a href="mailto:sul28@psu.edu">sul28@psu.edu</a>	2010
Jayne M. Leh	Representatives from HASS Division	396-6413	<a href="mailto:jml53@psu.edu">jml53@psu.edu</a>	2010
		396-	<a href="mailto:k@psu.edu">k@psu.edu</a>	2011
Danny Russell	Representatives from Science Division	396-6009	<a href="mailto:dmr18@psu.edu">dmr18@psu.edu</a>	2011
Tami Mysliwicz		396-6274	<a href="mailto:thm2@psu.edu">thm2@psu.edu</a>	2010
<b>Nancy Dewald (CHAIR)</b>	Library Representative	396-6243	<a href="mailto:nxd7@psu.edu">nxd7@psu.edu</a>	2010
Bob Zambanini	University Curricular Affairs Representative	396-6178	<a href="mailto:raz3@psu.edu">raz3@psu.edu</a>	2010
Paul Esqueda	Associate Dean (non-voting)	396-6417	<a href="mailto:pue1@psu.edu">pue1@psu.edu</a>	n/a
David Bender	Registrar	396-6090	<a href="mailto:dsb@psu.edu">dsb@psu.edu</a>	n/a
Laura Hayes	Student Rep. (non-voting)		<a href="mailto:lmh5178@psu.edu">lmh5178@psu.edu</a>	2010



<b>FACULTY AFFAIRS</b> <b>(8 members, 7 voting)</b>				
Member	Title	Phone	e-mail	Term expires
James Shankweiler	Representatives from EBC Division	396-6327	<a href="mailto:jps23@psu.edu">jps23@psu.edu</a>	2010
<b>Mitch Zimmer</b> <b>(CHAIR)</b>		396-6334	<a href="mailto:miz1@psu.edu">miz1@psu.edu</a>	2010
Jeanne Rose	Representatives from HASS Division	396-6213	<a href="mailto:jmr38@psu.edu">jmr38@psu.edu</a>	2010
Jennifer Hillman		396-6147	<a href="mailto:jlh35@psu.edu">jlh35@psu.edu</a>	2011
Bert Eardly	Representatives from Science Division	396-6129	<a href="mailto:bde1@psu.edu">bde1@psu.edu</a>	2011
Robert Forrey		396-6366	<a href="mailto:rcf6@psu.edu">rcf6@psu.edu</a>	2011
Bill Bowers	University Faculty Affairs Representative	396-6276	<a href="mailto:whb108@psu.edu">whb108@psu.edu</a>	2010
Paul Esqueda	Associate Dean (non-voting)	396-6417	<a href="mailto:pue1@psu.edu">pue1@psu.edu</a>	n/a

<b>PHYSICAL FACILITIES AND SAFETY</b> <b>(8 members, 7 voting)</b>				
Member	Title	Phone	e-mail	Term expires
<b>Khaled Abdou</b> <b>(CHAIR)</b>	Representatives from EBC Division	396-6173	<a href="mailto:kka1@psu.edu">kka1@psu.edu</a>	2010
Sudip Ghosh		396-6346	<a href="mailto:sxg23@psu.edu">sxg23@psu.edu</a>	2010
Brenda Russell	Representatives from HASS Division	396-6014	<a href="mailto:blr15@psu.edu">blr15@psu.edu</a>	2011
Paul Frye		396-6376	<a href="mailto:paf11@psu.edu">paf11@psu.edu</a>	2010
Ali Alikhani	Representatives from Science Division	396-6212	<a href="mailto:axa12@psu.edu">axa12@psu.edu</a>	2011
Jennifer Arnold		396-6002 or 6174	<a href="mailto:jma25@psu.edu">jma25@psu.edu</a>	2010
Kim Berry	Campus Chief Operating Officer (non-voting)	396-6260	<a href="mailto:krb11@psu.edu">krb11@psu.edu</a>	n/a
Chris Rhein	Student Representative		<a href="mailto:cwr5033@psu.edu">cwr5033@psu.edu</a>	2010

**STRATEGIC PLANNING AND BUDGET**  
(9 members, 7 voting)

Member	Title	Phone	e-mail	Term expires
Malika Richards	Representatives from EBC Division	396- 6096	<a href="mailto:mur12@psu.edu">mur12@psu.edu</a>	2010
Lolita Paff		396-6381	<a href="mailto:lap21@psu.edu">lap21@psu.edu</a>	2010
<b>Steve Snyder</b> <b>(CHAIR)</b>	Representatives from HASS Division	396-6277	<a href="mailto:sjs29@psu.edu">sjs29@psu.edu</a>	2010
Rosario Torres		396-6408	<a href="mailto:rzt1@psu.edu">rzt1@psu.edu</a>	2010
Bruce Hale	Representatives from Science Division	396-6156	<a href="mailto:bdh1@psu.edu">bdh1@psu.edu</a>	2011
Jianbing Qi		396-6132	<a href="mailto:jxq10@psu.edu">jxq10@psu.edu</a>	2011
Dennis Mays	Campus Chief Financial Officer (non-voting)	396-6042	<a href="mailto:dym9@psu.edu">dym9@psu.edu</a>	n/a
Mary Lou D'Allegro	Planning, Research, and Assessment Officer (non-voting)	396-6389	<a href="mailto:mad23@psu.edu">mad23@psu.edu</a>	n/a
Nick Yeager	Student Representative		<a href="mailto:ncy5002@psu.edu">ncy5002@psu.edu</a>	2010

**STUDENT LIFE**  
(9 members, 7 voting)

Member	Title	Phone	e-mail	Term expires
Jui-Chi Huang	Representatives from EBC Division	396-6454	<a href="mailto:jxh74@psu.edu">jxh74@psu.edu</a>	2010
Tom Gavigan		396-6181	<a href="mailto:thg2@psu.edu">thg2@psu.edu</a>	2010
Cheryl Nicholas	Representatives from HASS Division	396-6168	<a href="mailto:cln12@psu.edu">cln12@psu.edu</a>	2010
Sandra Nevitt		396-6203	<a href="mailto:snn2@psu.edu">snn2@psu.edu</a>	2011
Mike Fidanza	Representatives from Science Division	396-6330	<a href="mailto:maf100@psu.edu">maf100@psu.edu</a>	2011
<b>James Karlinsey</b> <b>Chair</b>		396-6182	<a href="mailto:jmk48@psu.edu">jmk48@psu.edu</a>	2010
Blaine Steensland	Director of Student Affairs (non-voting)	396-6066	<a href="mailto:bes2@psu.edu">bes2@psu.edu</a>	n/a
Bruce Hale	College Representative on University Athletic Committee (non-voting)	396-6156	<a href="mailto:bdh1@psu.edu">bdh1@psu.edu</a>	n/a
Mary Lou D'Allegro	Planning, Research, and Assessment Officer (non-voting)	396-6389	<a href="mailto:mad23@psu.edu">mad23@psu.edu</a>	n/a
Kaitlin Dowling	Student Representative		<a href="mailto:ked5111@psu.edu">ked5111@psu.edu</a>	2010

## (Appendix C)

### **Committee Charges, Penn State Berks Senate, 2009-2010**

(Approved by the Berks Senate Executive Committee, June 11, 2009 except for blue type)

Committee Chairs are expected to report directly to the Senate. Specifically, all Committee Chairs are required to submit to the Berks 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 Berks Senate, Eric Lindsey, [ew110@psu.edu](mailto:ew110@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**

Sponsor the Forensic and Legislative Reports from the Senate Ad-hoc Committee on First Year Seminar.

Sponsor the Informational Report from the Senate Ad-hoc Committee on Free Speech on Campus.

Review and possibly amend the Constitution/Standing Rules regarding non-participating members of committees.

#### **Academic Affairs**

Review procedures for proposing programs (degree proposals) and courses (course proposals) and send a legislative report to the Berks Senate if needed.

(Joint with Student Life Committee) Report on the progress being made by the Academic Recovery program (Office of Student Support Services is point of contact) and send an informational Report to the Berks Senate.

Review the Retention Measures for At Risk Students and send an informational report to the Berks Senate.

Review and submit an informational Report on Mass Delivery of Online Course offerings.

Draft a policy for students who have not completed a FYS/FYEP after 2 semesters at Berks and provide a legislative report to the Senate.

Review the Berks Common Reading program and recommend legislation.

Develop a definition and devise criteria for assessing the viability of programs and provide an informational report.

Consider the possibility of adding compressed time frame courses and provide an informational report.

With input from interested faculty, review with the Associate Dean the feasibility of starting additional programs. Consider also the feasibility of working in partnership with other campuses to offer online courses for such majors. Provide an informational report to the Senate.

## **Faculty Affairs**

Develop an informational report on the e-learning cooperative as it relates to increasing enrollment in under enrolled courses (contact: Annette Fetterolf in CE at UP).

Review progress in implementing last year's Senate recommendations on summer compensation for full time instructors of courses with enrollments between 6 and 10 students with the Administration and provide an informational report to the Senate.

(Joint with Strategic Planning and Budget Committee) Review the University Faculty Senate Informational Report on Faculty salaries, Academic year 2008-2009 in the April 28, 2009 Senate Agenda and additional tables at <http://www.senate.psu.edu/agenda/2008-2009/Apr2809/salarytables.pdf> as it relates to the Berks Campus and send an Informational report to the Berks Senate.

Review the current policy on the distribution of annual faculty salary merit increases and send a Legislative Report to the Berks Senate with an appropriate recommendation(s) in accordance with the annual faculty ratings.

Review the HR 23 Rainbow Sheets and the Faculty Activity Reports as they relate to the reporting of Undergraduate Research and attempt to reconcile the FAR with the Rainbow Sheets. Send an Information Report to the Berks Senate.

Review and revise the Berks Campus SRTE Policy taking into account the practices at UP with a legislative report to the Senate.

## **Physical Facilities and Safety**

Review and provide an Information Report on General Safety concerns.

Provide an informational report on implementing environmental policies and procedures at the campus. (See Spring 2009 meetings documents).

## **Strategic Planning and Budget**

(Joint with Faculty Affairs Committee) Review the University Faculty Senate Informational Report on Faculty salaries, Academic year 2008-2009 in the April 28, 2009 Senate Agenda and additional tables at <http://www.senate.psu.edu/agenda/2008-2009/Apr2809/salarytables.pdf> as it relates to the Berks Campus and send an Informational report to the Berks Senate.

Review the status of the Strategic Plan goal initiatives and provide an informational report.

## **Student Life**

Examine last year's Information Report on Faculty Involvement for ways to encourage faculty to participate in the extracurricular life of the college. Provide an Informational Report to the Berks Senate.

The committee should review the status of athletics and its future needs as NCAA members.

Identify any student life needs or issues that should be considered as part of the strategic planning process. Provide an Informational Report to the Berks Senate.

(Joint with Academic Affairs Committee) Report on the progress being made by the Academic Recovery program (Office of Student Support Services is point of contact) and send an Informational Report to the Berks Senate.

Review the Student Facilities Fee spending from the previous year and provide the senate with an informational report. (Students control the spending.)

Meet with Lisa Deibler, Director of Athletics, to explore ways the Senate can help support athletics.

## APPENDIX D – Report of the University Senators

September 1, 2009 Senate meeting

### **Senator Romberger**

Senate Council met on Aug. 18, 2009. Provost Erickson reported that the University's 5 year Strategic Plan was approved by the Board of Trustees, enrollment figures appear to be up (*except for Berks*), we need to be sensitive to students costs for text and other course materials, the budget is very tight, there are currently three executive searches (Dean of Libraries, Chancellor at Behrend, and Sr. Vice President and Dean of the Graduate School), and Penn State is currently covering PHEAA grants pending resolution of the state budget. Senator Romberger was reappointed to the Unit Constitution subcommittee. The agenda for the Sept. 1 Senate meeting was approved.

At the Sept. 1 Senate meeting the president invited the faculty to send in ideas for saving on expenses. He also restated the enrollment information that Provost Erickson had provided. The Senate heard a report on the Faculty/Staff climate survey which can be found at <https://www.ohr.psu.edu/facultystaffsurvey/getfile.cfm?file=ExecutiveSummary>.

The University's plans for the H1N1 can be found at [flu.psu.edu](http://flu.psu.edu). Several mandated reports were heard including an Intercollegiate Athletics report that included a presentation of Behrend's Division III athletics. It is the intention to periodically hear from the other Division III campuses (including Berks) in the future. The Joint Committee on Insurance and Benefits presented the Annual 2008-2009 report and the Senate heard a report on University Planning's new conservation policy. (It the observation of this senator that we are ahead of the curve on energy conservation.) The Senate Agenda with additional links to some reports may be found at <http://senate.psu.edu/agenda/2009-2010/Sept109/sep2009agn.html>.

### **Senator Aynardi**

**Faculty Benefits Committee** reported that some form of long-term care package should be available to employees beginning January 2010. This year's annual salary report will be looking at gender equity issues. As a result of PA Act 4 passed 6/10/09, PSU may extend health insurance benefits to uninsured adult children up to age 29.

**Intra-University Relations Committee** will be conducting a university-wide survey this year to develop a current census of fixed-term faculty contract, ranks, titles, nature of employment, and perceptions. Please complete and return the survey when you receive it later this semester. The Disciplinary Community Implementation Team has been asked to provide us with an update on the formation of Disciplinary Communities. IRC will be gathering data about the length of time chancellors and DAA's are in office to determine whether administrative reviews are being avoided.

**University Planning Committee** reported that a mid-term tuition increase may be necessary if the 2% internal budget recycling does not help to close the budget gap. Anticipated increases in energy costs (as a result energy deregulation), rising health care costs for university employees and retirees, and decreased funding from the state are largely to blame for the anticipated budget

shortfall. Recommendations for energy conservation by faculty, staff, and students are included in the 9/1/09 Senate docket.

### **Senator Bowers**

The **Faculty Affairs Committee** will be looking into a number of items.

- HR-64, Academic Freedom
- Intellectual Property Rights as it applies to online teaching
- Current use of rank and title throughout the University -currently there is no uniformity between academic units
- Current faculty development practices, including differences between tenure track and fixed term faculty
- Recommendations for guidelines on development of faculty workload policies. The Strategic Plan section 7.1 mandates that academic units develop faculty workload policies. We will be developing guidelines such as stating that workload encompasses more than just course load and that must be taken into account when developing policies

Some items may overlap with other standing committees such as the Intra-university Relations Committee. We will work with them on all relevant charges.

### **Senator Nasereddin**

The Computing and Information Systems Committee will be looking into a number of items:

- a) Software licensing: Can the university save money by better global software negotiations? IT has negotiated global computer hardware successfully for the past 3 years, thus saving the university \$1 million last year alone; can the same be done with software?
- b) Follow-up on computer scanning, PII's, and computer encryption
- c) Penn State's Web Presence: follow-up consultations with Bill Mahon and Kevin Morooney
- d) Alternative Technologies for Education/Attitudes and Practices" --the use of technology for educational purposes--best practices: empowering faculty to use emerging technology in the classroom: what are the most effective technological strategies? How effective is the use of technology? How do we assess the pedagogical impact/effectiveness in order to improve quality of courses?
- e) Green computing. Part of the discussion will involve the "Big fix" software package which has been licensed and is being used in 7500 machines.

### **Senator Zambanini**

In addition to the approval of the Senate Curriculum Report, the following items were addressed at the meeting of the Senate Committee on Curricular Affairs:

1. Dean Brady spoke regarding Intercollege Programs, specifically, the Presidential Leadership Program and the Paterno Fellowship Program. He also spoke about the offering of courses that would be denoted with the HONOR course designation while still being housed in the college of the faculty instructor.
2. The Committee discussed a question posed by the Music department through Arts and Architecture in which it was asked if Music should submit a course proposal requesting a GA designation before submitting a program proposal or if they should wait for the course proposal approval. (The department would like to make a MUSIC course a GA required for all majors including the MUSIC major.) After much discussion, the Committee voted to recommend that the Senate create a review subcommittee of General Education
3. L A 101H was approved SP2009 as a 4 credit, 2-year trial course that allows honors students to fulfill the 6 credit GWS requirement with this course.
4. The July 1, 2009 memo from Rob Pangborn to President Spanier regarding the use of CSD 218 and 318 (coursework for American Sign Language) for foreign language credits was discussed. After much discussion, the Committee agreed that further discussion was necessary.
5. The Five-Year Automatic Drop (which has not been done since 1995-1996) was discussed. The Committee moved to form a subcommittee to re-examine/make recommendations for re-implementation/alterations of the Five-Year Automatic Drop Policy.
6. The Committee approved the P-6 phase out of the Bachelor of Humanities in American Studies at Penn State Harrisburg.
7. Revisions to the course proposal for ENGL 227 that were recommended by the Committee at its April meeting were only partially made. The Chair will discuss this matter with the course instructor in order to resolve the situation.