

University Senate

Tuesday, March 1, 2022
3:45pm – 5:00pm, Zoom

Approval of Order

- A. Approval of minutes from February 1, 2022 meeting
- B. Approval of current agenda items and order

Reports and Announcements

- A. President Driscoll
- B. Interim Provost Luetkehans
- C. Chairperson Piper
- D. Vice Chairperson

Appendix Page(s)

Standing Committee Reports

- A. Rules Committee
- B. University-Wide Undergraduate Curriculum Committee
- C. University-Wide Graduate Committee
- D. Non-credit Committee
- E. Library and Education Services Committee
- F. Research Committee
- G. Student Affairs Committee
- H. University Development and Finance Committee
- I. Academic Committee
- J. Awards Committee

Chairperson

Smith-Sherwood	A	2-7
Sechrist/Greenawalt		
Moore/Gossett		
O’Neil		
Chadwick		
Sciulli/Guth	B	8
Erwin		
Drye		
Dugan/Wachter	C	9-14
Paul		

Senate Representative Reports

- A. University Planning Council
- B. Presidential Athletic Advisory Council
- C. Academic Computing Policy Advisory Committee
- D. University Budget Advisory Committee

Representative

Moore
Castle
Ford
Soni

New Business

Adjournment

**APPENDIX A
RULES COMMITTEE
CHAIR SMITH-SHERWOOD**

FOR ACTION:

PROPOSED AMENDMENT TO THE CONSTITUTION (FIRST READING): Insert the words “**or designee**” following “the local AFSCME president.”

CONSTITUTION

(Amended: 4-92/2-93/5-94/4-96/3-01/2-05/2-07/4-19)

UNIVERSITY SENATE CONSTITUTION Revised 4/2019

PURPOSE

The purpose of the University Senate is to provide a formal means through which the student body, faculty¹, staff, and the administration, working as a unified group, shall have a representative share in the governance of the university. In order to further a sense of university community on all issues of governance, the University Senate shall have a consultative role to the president and Council of Trustees that is designed to empower the University Senate with a significant voice in the governance of the university.

The University Senate shall approve all curricular matters before they are implemented. The Association of Pennsylvania State College and University Faculties (APSCUF) has delegated its contractual curricular responsibility to the University-Wide Graduate Committee and the University-Wide Undergraduate Curriculum Committee. At least two-thirds of the membership of each of these committees shall be FACULTY². These committees shall forward curricular proposals to the University Senate for approval. The University Senate shall report simultaneously its proposals to the president of the university and the president of APSCUF. As defined by the Collective Bargaining Agreement, past practice, and meet-and-discuss agreements, APSCUF shall retain its usual prerogatives with respect to curricular matters before they are submitted to the council.

The University Senate can study any issue of university governance and make recommendations to the president and the council. The president and the council, (when possible), shall provide the University Senate with an opportunity to review all policies and make recommendations prior to their implementation.

As a matter of expediency, occasionally it may be necessary for administrative personnel, during the normal exercise of their duties, to initiate or modify policies when there is insufficient time to present such matters to the University Senate for consultation. The initiators of such policies shall immediately give notification of their action to the University Senate chair and the chair of the Rules Committee. If it applies, notification shall also be given to the chair of the Senate committee within whose purview subject policy matters ordinarily fall. Such policies will automatically be included as new business on the agenda of the University Senate meeting immediately following such enactment.

Proposed amendments of the constitution shall be referred to the Rules Committee, which shall report the amendment to the University Senate for action no sooner than the regular monthly meeting immediately following

¹ The term faculty (as distinguished from FACULTY) is used to represent not only those members of the university staff whose duties are primarily instructional, but also members of recognized academic departments, the professional library staff, and the professional or managerial staff of the Student Cooperative Association (with the exception of its director, who is classified as an administrator).

² FACULTY is herein defined as it is in the Collective Bargaining Agreement between APSCUF, as the bargaining agent for the FACULTY, and the SSHE. FACULTY is defined as all members of the FACULTY bargaining units, union members and non-union members alike.

the introduction or first reading of the proposed amendment. If the amendment receives a majority vote of those in attendance at this meeting, then the Rules Committee shall refer the proposed amendment in writing, with printed ballots, to the University Senate where a two-thirds affirmative vote of those voting is necessary for passage.

Nothing relating to the organization and administration of the University Senate shall be construed so as to limit the authority of the council or the president of the university with respect to the administration of the university as prescribed by law. Further, nothing in the constitution or the rules and regulations of the University Senate shall be construed so as to limit the authority of the president of the university to appoint such other councils and committees as deemed necessary to facilitate the efficient administration of the university.

COMPOSITION & ELECTIVE PROCEDURES

The University Senate shall consist of a number of faculty double the number of departments of the university, a voting administrative segment one-third the size of the faculty segment, and a student segment one-half the size of the faculty segment.

The Senate shall also include one Alumni Association representative and four representatives from the staff. Faculty, staff, and administrative members shall be employees in good standing at the time of election or appointment and during terms of service. Students must be enrolled and in good standing at the time of election or appointment and during terms of service.

Faculty is herein defined to include not only those members of the university staff whose duties are primarily instructional, but also members of recognized academic departments, the professional library staff, and the professional or managerial staff of the Student Cooperative Association (with the exception of its director, who is classified as an administrator). The faculty of the Northpointe and Punxsutawney campuses also shall be included. FACULTY is herein defined as it is in the Collective Bargaining Agreement between APSCUF, as the bargaining agent for the FACULTY, and the SSHE. FACULTY is defined as all members of the FACULTY bargaining units, union members and non-union members alike.

For the purposes of University Senate representation, the professional library staff, the managerial staff of the Student Cooperative Association, and the faculty of the Northpointe and Punxsutawney campuses shall be considered as constituting departments.

"Student," as herein used, refers to both the undergraduate and graduate student bodies.

The faculty segment of the University Senate shall consist of one member elected by and from each department of the university, two FACULTY members appointed by the president of APSCUF (one to serve as one of the co-chairs of the University-Wide Undergraduate Curriculum Committee and one to serve as one of the co-chairs of the University-Wide Graduate Committee), twenty-four FACULTY members elected at large for seats on the UWUCC and the UWGC by the FACULTY, and the remainder to be elected at large by and from the FACULTY to make the total at-large faculty segment equal to the number of senators elected by the departments.

The administrative segment shall include the university president (*non-voting senator*) and administrators/managers serving on standing committees by virtue of their offices (*ex-officio*). At least half of the remaining number shall be elected by and from the administrators/managers, with the remainder to be appointed by the university president.

The student segment shall consist of undergraduate and graduate students in proportion to their FTE enrollment, but no segment shall be less than 20% of the total student contingent. Each delegation shall be elected by its

representative student body. Undergraduate students shall be elected under the auspices of the recognized student association as defined in Pennsylvania State Act 1982-188. In both cases, the officiating body shall call for and accept voluntary nominations for election to the University Senate.

The staff segment shall consist of the local AFSCME president **or designee** and three representatives from the staff as elected from and by the staff.

The Alumni Association representative shall be appointed by the Alumni Executive Board.

Except where constrained by collective bargaining agreements, the Rules Committee shall exercise general jurisdiction over the manner in which elections to the University Senate are conducted, including such matters as determining the eligibility of university employees and students for University Senate membership, and establishing the rules by which elections are to be conducted. Such rules shall include provisions establishing the means by which voluntary nominations for election to the University Senate may be made to the Rules Committee, or whatever group the Rules Committee or the University Senate establishes to function as a nominating agency. The Rules Committee shall also be responsible for conducting such referendums of the various segments of the university as the University Senate shall deem necessary.

Election to the University Senate for the faculty and administrative segment shall be for a two-year term. Students may be elected to the University Senate for a term of not less than one academic year and not more than two academic years. Terms of the alumni and staff representatives shall be as designated by their respective organizations.

Any member of the University Senate properly elected or appointed to a University Senate committee is a voting member of that committee.

RATIONALE: Current Senate by-laws permit the participation of designees in Senate and/or on Senate standing committees for several *ex-officio* positions, including Provost and VP for Academic Affairs, President of IUP-APSCUF, Dean of the School of Graduate Studies and Research, Associate VP for Finance, and VP for Finance and Administration. Due to work schedule, the current local AFSCME president has not been available to attend Senate meetings and has requested that a designee be permitted to attend Senate meetings instead. As this *ex-officio* position is similar to those listed above, the Rules Committee approved the proposal of this amendment to the Constitution at its December 7, 2021 meeting for a first reading by the University Senate at its February 1, 2022 meeting.

FOR INFORMATION:

PROPOSED AMENDMENT TO THE CONSTITUTION (FIRST READING): Strike the words “of the Northpointe and Punxsutawney campuses,” replace with “**providing instruction at other locations.**”

CONSTITUTION

(Amended: 4-92/2-93/5-94/4-96/3-01/2-05/2-07/4-19)

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Proposed amendments of the constitution shall be referred to the Rules Committee, which shall report the amendment to the University Senate for action no sooner than the regular monthly meeting immediately following the introduction or first reading of the proposed amendment. If the amendment receives a majority vote of those in attendance at this meeting, then the Rules Committee shall refer the proposed amendment in writing, with printed ballots, to the University Senate where a two-thirds affirmative vote of those voting is necessary for

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passage.

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Election to the University Senate for the faculty and administrative segment shall be for a two-year term. Students may be elected to the University Senate for a term of not less than one academic year and not more than two academic years. Terms of the alumni and staff representatives shall be as designated by their respective organizations.

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RATIONALE: There are no longer faculty hired directly to other locations where IUP courses are taught. As such, there are no “faculty of” those locations. However, Senate representation of faculty teaching at other locations remains important. The removal of specific language identifying current campuses permits future flexibility. Additionally, it permits the inclusion of faculty providing instruction at current non-campus locations (e.g., Pittsburgh East). The Rules Committee consulted with Senator Muth, Director of Regional Campuses, regarding the current status of faculty providing instruction at locations other than Indiana and approved the proposal of these amendments to the Constitution at its February 8, 2022 meeting for a first reading by the University Senate on March 1, 2022.

**APPENDIX B
RESEARCH COMMITTEE
CHAIR SCIULLI**

FOR INFORMATION:

**University Senate Research Committee
Meeting Minutes – February 8, 2022**

Note: The committee currently has vacancies from NSM and HHS.

There were 13 USRC Small Grant proposals for review, and the decision was made to fund 12 proposals, totaling \$30,142.

- Julie Ankrum
- Michelle Bruno
- Kristy Chunta, Megain Robb, Nashat Zuraikat, Riah Hoffman, and Michele Gerwick
- Benjamin Ford
- Jenna Hennessey
- Vida Irani
- Sudipta Majumdar
- Joseph Mannard
- Matthew Nice
- Brittany Pollard
- Margaret Reardon
- Mike Sell

Our next meeting will be Tuesday, 3:30, March 8, 2022, via Zoom.

**APPENDIX C
ACADEMIC AFFAIRS COMMITTEE
CHAIR DUGAN**

FOR ACTION:

Academic Standards Policy

CURRENT

- A. Purpose: The university establishes minimum standards for cumulative grade point average (CGPA) to encourage academic accomplishment and timely progress toward graduation. This policy applies to all undergraduate students.

- B. Terminology
 1. Academic Good Standing: Students maintaining a CGPA of at least 2.00 are in Academic Good Standing.
 2. Probation: Students whose CGPA falls below the 2.00 standard are on Probation during the next semester for which they are registered.
 3. Extended Probation: Students who have been authorized to continue, even though they have not achieved a 2.00 CGPA after one semester of probation, are on Extended Probation during the next semester for which they are registered.
 4. Academic Recovery Plan: Students whose CGPA falls below the 2.00 standard must develop an Academic Recovery Plan for achieving Academic Good Standing.
 5. Academic Recovery Hold: An Academic Recovery Hold is placed on the records of students who fail to submit an Academic Recovery Plan, preventing them from processing any registration transaction.

- C. Administrative Review and Enforcement of Standards
 1. Each college, regional campus, and the Department of Developmental Studies will designate an Academic Standards Officer who will be responsible for academic review and enforcement of standards.
 2. An academic review is conducted at the end of each semester.
 - a. Students earning a 0.00 CGPA at the end of their first semester of enrollment will be dismissed from the university, except for students enrolled in only one course (up to four credit hours), who may be placed on probation at the discretion of the appropriate Academic Standards Officer.
 - b. Other students falling below the 2.00 CGPA standard will be placed on probation at the end of the semester. They may continue on probation for one semester. They will be required to develop and implement an Academic Recovery Plan.
 - c. Students still below the 2.00 CGPA standard after a semester of probation are subject to dismissal. The Academic Standards Officer may grant one semester of extended probation to those who (1) made progress toward Academic Good Standing while on

probation or followed their approved Academic Recovery Plan, and (2) have a reasonable mathematical chance of reaching a 2.00 CGPA after one additional semester. Other probation students will be dismissed.

- d. Students still below the 2.00 CGPA standard after a semester of extended probation will be dismissed.
- e. Students who regain Academic Good Standing but again fall below the 2.00 CGPA standard in a subsequent semester are permitted another semester of probation and, where appropriate, extended probation.
- f. Students who fail to establish an Academic Recovery Plan prior to the beginning of registration for the next semester will incur an Academic Recovery Hold preventing registration.
- g. Students referred by the Office of Admissions for first year study at a regional campus may transition to the Indiana Campus upon achieving 24 credits through two regular academic semesters at a 2.00 CGPA.
- h. Students admitted through the Department of Developmental Studies remain under the direction of the Department for at least an academic year after initial enrollment and until reaching the 2.00 CGPA standard.

D. Academic Recovery Plan: Students not meeting the 2.00 CGPA standard must design and implement a comprehensive plan leading to Academic Good Standing. The plan must be developed with and approved by the appropriate Academic Standards Officer (or designee).

1. Analysis: Students must identify the factors contributing to their unsatisfactory achievement.
2. Planning: Plans must include a schedule of minimum grades needed to achieve Academic Good Standing.
3. Commitment: Students must commit to changes in behavior necessary to achieve academic success. This might include better time management, career exploration, and the use of such support services as academic advisors, tutoring, the Writing Center, the Counseling Center, the Department of Developmental Studies workshops on study skills and related activities, and any other opportunities deemed important by the Academic Standards Officer (or designee).
4. Documentation: Each plan must include an explanation of satisfactory methods of documentation. It is the student's responsibility to provide documentation supporting compliance with the agreed upon plan, if requested.

E. Readmission

1. Students dismissed under this policy may not be readmitted for at least one calendar year.
2. Dismissed students may, after one calendar year, apply for readmission through the Office of the Registrar.
 - a. A decision for readmission of a student in probationary or dismissed status, regardless of whether the student was dismissed by the university or the student voluntarily withdrew, is the responsibility of the Academic Standards Officer of the college the

student wishes to enter. If the student is seeking admission to a new college, the officer of the new college will consult with the officer of the former college before making a decision. The Registrar's Office will officially change the major based on the Academic Standards Officer's readmission letter to the student.

- b. A decision for readmission of a student enrolled at a regional campus at the time of dismissal or voluntary withdrawal, regardless of whether the student was dismissed by the university or the student voluntarily withdrew, is the responsibility of the Academic Standards Officer of the regional campus.
 - c. A decision for readmission of a student enrolled in the Department of Developmental Studies/Act 101 at the time of dismissal or voluntary withdrawal is the responsibility of the DVST Academic Standards Officer.
3. Those students who, in the opinion of the appropriate Academic Standards Officer, are likely to achieve academic success may be readmitted.
 4. Students may be readmitted only once under this policy. Subsequent readmission may be available under the Cancelled Semester Policy or the Fresh Start Policy.

PROPOSED

A. **Purpose:** The university establishes minimum standards for cumulative grade point average (CGPA) to encourage academic accomplishment and timely progress toward graduation. This policy applies to all undergraduate students.

B. Terminology

1. *Academic Good Standing:* Students maintaining a CGPA of at least 2.00 are in Academic Good Standing.
2. *Probation:* Students whose CGPA falls below the 2.00 standard are on Probation during the next semester for which they are registered.
3. *Extended Probation:* Students who have been authorized to continue, even though they have not achieved a 2.00 CGPA after one semester of probation, are on Extended Probation during the next semester for which they are registered.
4. *Academic Recovery Plan:* Students whose CGPA falls below the 2.00 standard must develop an Academic Recovery Plan for achieving Academic Good Standing.
5. *Academic Recovery Hold:* An Academic Recovery Hold is placed on the records of students who fail to submit an Academic Recovery Plan, preventing them from processing any registration transaction.

C. Administrative Review and Enforcement of Standards

1. Each college and regional campus will designate an Academic Standards Officer who will be responsible for academic review and enforcement of standards.
2. An academic review is conducted at the end of each semester.

- a. Students earning a 0.00 CGPA at the end of their first semester of enrollment will be dismissed from the university, except for students enrolled in only one course (up to four credit hours), who may be placed on probation at the discretion of the appropriate Academic Standards Officer.
 - b. Other students falling below the 2.00 CGPA standard will be placed on probation at the end of the semester. They may continue on probation for one semester. They will be required to develop and implement an Academic Recovery Plan.
 - c. Students still below the 2.00 CGPA standard after a semester of probation are subject to dismissal. The Academic Standards Officer may grant one semester of extended probation to those who (1) made progress toward Academic Good Standing while on probation or followed their approved Academic Recovery Plan, and (2) have a reasonable mathematical chance of reaching a 2.00 CGPA after one additional semester. Other probation students will be dismissed.
 - d. Students still below the 2.00 CGPA standard after a semester of extended probation will be dismissed.
 - e. Students who regain Academic Good Standing but again fall below the 2.00 CGPA standard in a subsequent semester are permitted another semester of probation and, where appropriate, extended probation.
 - f. Students who fail to establish an Academic Recovery Plan prior to the beginning of registration for the next semester will incur an Academic Recovery Hold preventing registration.
 - g. Students attending a regional campus may transition to the Indiana Campus upon achieving 24 credits through two regular academic semesters and a 2.00 CGPA.
 - h. Students admitted through the University College, as Exploratory majors, remain under the direction of the University College until declaring a major and reaching the 2.00 CGPA standard. All General Studies majors (AA and BA) remain with the University College throughout their undergraduate career. As for any other major, General Studies majors will be held to the standards and procedures as noted in this policy.
- D. **Academic Recovery Plan:** Students not meeting the 2.00 CGPA standard must design and implement a comprehensive plan leading to Academic Good Standing. The plan must be developed with and approved by the appropriate Academic Standards Officer (or designee).
1. **Analysis:** Students must identify the factors contributing to their unsatisfactory achievement.
 2. **Planning:** Plans must include a schedule of minimum grades needed to achieve Academic Good Standing.
 3. **Commitment:** Students must commit to changes in behavior necessary to achieve academic success. This might include better time management, career exploration, and the use of such support services as academic advisors, tutoring, the Writing Center, the Counseling Center, workshops on study skills and related activities, and any other opportunities deemed important by the Academic Standards Officer (or designee).

4. **Documentation:** Each plan must include an explanation of satisfactory methods of documentation. It is the student's responsibility to provide documentation supporting compliance with the agreed upon plan, if requested.

E. Re-enrollment

1. Students dismissed under this policy may not be re-enrolled for at least one calendar year.
2. Dismissed students may, after one calendar year, apply for re-enrollment through the Office of the Registrar.
 - a. A decision for re-enrollment of a student in probationary or dismissed status, regardless of whether the student was dismissed by the university or the student voluntarily withdrew, is the responsibility of the Academic Standards Officer of the college the student wishes to enter. If the student is seeking admission to a new college, the officer of the new college will consult with the officer of the former college before making a decision. The Registrar's Office will officially change the major based on the Academic Standards Officer's readmission letter to the student.
 - b. A decision for re-enrollment of a student enrolled at a regional campus at the time of dismissal or voluntary withdrawal, regardless of whether the student was dismissed by the university or the student voluntarily withdrew, is the responsibility of the Academic Standards Officer of the regional campus.
 - c. A decision for re-enrollment of a student enrolled in the University College at the time of dismissal or voluntary withdrawal is the responsibility of the University College's Academic Standards Officer.
3. Those students who, in the opinion of the appropriate Academic Standards Officer, are likely to achieve academic success may be re-enrolled.
4. Students may be re-enrolled only once under this policy. Subsequent re-enrollment may be available under the Cancelled Semester Policy or the Fresh Start Policy.

RATIONALE

A five year review resulted in the integration of recent structures, policies and updated language into the policy.

FOR ACTION:**Schedule Changes (Drop/Add)****CURRENT**

From the student's initial registration time for a given semester through the end of the drop/add period, as defined by the academic calendar (www.iup.edu/academiccalendar), a student may modify his/her schedule to the extent that classes are available or permission to register for a closed or restricted section has been granted and entered into MyIUP. Each student is responsible for completing all appropriate transactions in MyIUP to ensure schedule accuracy. Note that, while the department may enter permission to register for a section, the student must complete the actual registration transaction in MyIUP.

PROPOSED

From the initial registration time for a given semester through the end of the drop/add period, as defined by the academic calendar, students may modify their schedules to the extent that classes are available or permission to register for a closed or restricted section has been granted and students have been informed that they can register for the closed or restricted section. Students are responsible for confirming in MyIUP the accuracy and completeness of their schedules. Note that while the department may grant permission to register for a section, students must complete the actual registration transaction in MyIUP.

RATIONALE

As part of a five year review, language was clarified and updated.