

## MINUTES OF THE UNIVERSITY SENATE

The October 13, 1981 meeting of the University Senate was called to order by Chairman Tackett at 3:15 p.m. in Pratt Auditorium. The order of the meeting was rearranged in order to permit President Worthen to show slides of the budget presentation which he presented to the Department of Education on September 21, 1981. The presentation detailed the budget needs of IUP for 1982-83, including a request for twelve additional faculty positions and twenty non-instructional positions. The budget is basically a standstill budget; includes no other new positions, programs or activities that could not be funded from the current budget. The request for 1982-83 is an increase of about \$6.4 million, most of which is taken up by collective bargaining increases for instructional and non-instructional personnel and by mandated salary step increases and mandated employee benefit increases. The budget information still indicates that IUP educates 16.7% of the students in the Pennsylvania State College and University System, is presently receiving 13.3% of the funds, and if the formula is used for the distribution of monies for 1982-83, IUP will still receive only 13.6% of the funds. IUP has the largest ratio of students to faculty and staff in the System. Dr. Worthen concluded his presentation by stating that the formula used by the Department of Education is the problem and indicated that it is his feeling that they must develop a new formula based on enrollment by program, by level in order to achieve a system of fair and adequate funding in the System. At the conclusion of the report, Dr. Worthen was asked about the distribution of the new faculty and non-instructional positions requested. He listed the following as tentative distribution of these new positions, if approved:

FACULTY:	Accounting - 4
	Management - 2
	Computer Science - 2
	Home Economics - 1
	Chemistry - 1
	Unassigned - 2
NON-INSTRUCTIONAL:	Computer Center - 1
	Student Affairs Division - 2
	Library - 3
	Academic Support - 4
	Maintenance - 10

The following Senators were excused from the meeting: Andrew, Browe, Davis, Laughlin, Lynch, McNabb, Mueller and Norberg. In addition, the following were absent from the meeting: Senators Altimus, Chan, Christodouleas, Cunningham, Dakak, Duntley, Gaylor, Gordon, Halleck, J. Johnson, McCavitt, McGovern, Merryman, Miller, Murray, Receski, Russell, Staszkievicz, Washburn, Welty, Whitson, Wilson, Wolfe, Zoni, Cull, Haugen, Murphy, Aquila, Caldwell, Emerick, Gallo, Johnson, Kohl, Lingenfelter, Logue, Long, Maskrey, Mathews, McClelland, Orsini, Peffer, Psak, Serafin, Siwik, Tate, Taylor and White.

The minutes of the September 15, 1981 meeting were approved as published, with the following correction in Item 4 of Chairman Tackett's announcements: "Items of New Business must still receive a 2/3 vote of approval before they can be brought to the floor, even though Dr. Tackett is requesting that they be submitted to him in writing before the meeting convenes."

Chairman Tackett made the following announcements:

1. Copies of the By-laws under which the Senate operates are available for anyone who desires to have a copy.
2. Four faculty awards are to be presented at Commencement: good teaching, creative arts, research, and public service. The recipients of these awards will receive a plaque and a \$500 check. Committee E will review the criteria for the research award and the creative arts award and make recommendations to the Senate. Chairman Tackett asked Committee A to determine if there is a standing committee of the Senate which could evaluate candidates for the good teacher award and the public service award, and if no such committee exists, the Senate will consider the establishment of an ad hoc committee for this purpose.
3. Dr. Norton, Academic Vice President and Provost, is creating a committee, chaired by Dr. John Kadlubowski, to review the General Education requirements. Dr. Tackett was asked if the Senate would appoint three faculty members to serve on this committee, but Dr. Tackett declined to do so since they could not also appoint administrators and students. We will be hearing more from this committee in the future.

Committee B2, Curriculum, recommendations approved by the Senate included:

1. New course - CS 434 - Quality Control in Textiles - 3 cr.  
Physical properties explored through microscopic examination and use of textile testing equipment for fabric analysis. Prerequisite: CS 314, Textiles or equivalent. Two lecture hours, two laboratory hours.
2. Dropping of HE 427 - Administration of Child Development Centers, as a required course in the Child Development/Family Relations Program.  
REPLACE with HE 324, Family Dynamics.

The Curriculum Committee listed the following for Senate information:

1. Course Title Changes:
 

OLD	NEW
MU 134 - Oratorio Chorus	MU 134 - University Chorus
MU 121 - Chamber Ensembles	MU 121 - Chamber Singers
FS 451 - Systems Analysis I	FS 451 - Systems Analysis
FS 470 - Systems Analysis II	FS 470 - Systems Design
2. Course Title and Number Changes:
 

OLD	NEW
HE 319 - Family Relations	HE 224 - Marriage & Family Relations
HE 424 - The Family	HE 424 - Family Issues
HE 363 - The Family & The Community	HE 463 - The Family and The Community
3. Course dropped: HE 423 - Marriage and Family Relations

Committee D's recommendation for approval of the following new graduate course was passed:

AT 657 - Methodology in Art Therapy - 3 cr.  
This course will be a lecture-experiential situation in which Art Therapy majors will become involved with Art Therapy approaches for use with individual and groups of different treatment modalities in various therapeutic and agency settings. This is a prerequisite to Art Therapy Practicum.

Committee E, Faculty Research, Library and Educational Services, announced that it has recommended that the Faculty Research Committee be handled as a sub-committee of E, rather than as a separate Senate Committee for Research. That recommendation has been forwarded to Committee A, which will prepare and propose the necessary by-law changes to accomplish this. Committee A will consider this item at its October 20 meeting.

Committee G, Development and Finance, listed the following informational items:

1. Status of funded capitol projects:
  - a. Boiler Plant Improvements - Phase II - scope stage
  - b. Rehabilitation Steam Distribution System - scope stage
  - c. Improvements to Electrical Distribution System - scope stage
  - d. Rehabilitate Campus Fire Protection System - scope stage
  - e. Fire and Safety Improvements to Classroom Building - scope stage
  - f. Renovation of Weyandt Hall - Department of General Services is selecting the architect.
  - g. Safety Science Building - Additional funding of \$591,844 is being sought through House Bill 1645.
2. The Program Accessibility Project for the Handicapped is in the pre-final drawing stage for modifications to the following buildings:
  - a. Gordon Hall - restroom modifications
  - b. Elkin Hall - restroom modifications
  - c. Leonard Hall - elevator and restroom modifications
  - d. Clark Hall - exterior ramps, restroom modifications
  - e. Fisher Auditorium - restroom modifications
  - f. Cogswell Hall - elevator and restroom modifications
  - g. McElhaney Hall - elevator and restroom modifications

(Bid date - December, 1981 with final completion scheduled for December, 1982.)
3. Changes in space within administrative units were as follows:
  - a. Administrative offices in the Student Affairs Division of Pratt Hall were shifted. These included the Counseling Center, the Residence Life staff and the Student Activities staff.
  - b. Some Computer Science Department offices were moved from Weyandt Hall to Stright Hall.
  - c. In December, 1980 the I-Uppers were assigned a former Dining Service storage room in Foster Hall.

On a motion by Senator Landon, seconded by Senator Wegener, the following resolution, opposing the gag ruling of the Secretary of Education and expressing support of Dr. Worthen in telling the IUP story, was accepted as an item of New Business:

"We, the University Senate, urge you to support President Worthen in his efforts to re-institute our legislative presence in Harrisburg. We find the so-called "gag rule" to be intolerable in that it deprives our University of opportunities to promote its own excellence."

Motion for adoption of the resolution was made by Senator Walz, seconded by Senator Wegener, and unanimously passed by the Senate. It is to be directed to the IUP Board of Trustees.

As all items of business had been dispensed, the meeting was adjourned  
at 4:22 p.m.

Respectfully submitted,

Mary Katzbeck  
Secretary  
University Senate

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Minutes of Senate Committee E Meeting  
October 6, 1981  
127 Weyandt Hall

Members present were: Christodouless, Fox, Liscinsky, Syty, Forbes, Fabian, Becker, Staszkievicz, and Teti.

Also present was Patricia Heilman

Members excused: Solak, Lynch, Senafin and McClellan,

: Lafranchi

The meeting started at 3:25 PM.

The minutes of the September 22, 1981, meeting were approved with the correction of the typing error on the second page of the minutes pointed out by Syty. A copy of the corrected minutes is attached.

Patricia Heilman, Director of Publications, presented a report on the Imprint Series. A copy of the Imprint Series guidelines distributed by Heilman is attached. The Imprint Series Board consists of 4 elected faculty members (Lori Bright is chairperson this year) and 2 permanent members. The Director of Publications is one of the permanent members. The Associate Dean of Research used to hold the second permanent position on the board, but since the position of Assoc. Dean of Research has been eliminated, Drs. Worthen and Norton are looking for a replacement. The Imprint board considers for publication manuscripts submitted by faculty, alumni, students, employees or persons rendering a service to IUP. Since 1979, 3 manuscripts have been submitted. Of these, one was rejected outright, one is in production, and one will go into production pending finding of funds. Heilman informed the Committee that IUP currently funds the following scholarly journals: "The Hispanic Journal," "Focus on Learning," and "Studies in Humanities". She also asked Committee E to convey to the Senate that the Imprint Board wishes to encourage the submission of manuscripts.

Mark Staszkievicz presented ideas for encouraging faculty research at IUP. He pointed out the success of these ideas at a school half the size of IUP where he had worked in the past. (1) The "Faculty Research Series" was a lunch-time weekly meeting for the purpose of sharing information about ongoing faculty research on campus. Faculty members were invited to present a discussion of their research. A brochure listing the invited faculty speakers was published and distributed at the start of each semester. (2) A Research Foundation handled the funds obtained externally. (3) A Research Resource booklet listed all the facilities available on campus which could be of help to researchers. (4) Student research was encouraged by making available small (\$200-300) grants on a competitive basis. Each student applicant had to have a faculty member willing to direct the research project. The members of Committee E found the above suggestions interesting and potentially very useful. It was agreed that the matter will be given further thought and that the Committee will take it up again in the near future.

Maurice Fox presented a report on the status and activities of the Computer Center. Among other things, he pointed out the inadequacy of the number of computer terminals available for student use and the lack of funds to purchase new ones. Since the person taking these minutes could not follow some of the technical aspects of Fox's report, he agreed to submit a summary of the report in writing. (It will be distributed later as an addendum to the present minutes).

Mark Staszkievicz agreed to serve as the Committee E representative on the Computer Center Advisory Council (chaired by Kenneth Shields).

Renee Liscinsky distributed copies of the proposed Senate bylaw changes received from subcommittee A-3 (Bob Marx, Chairman). A copy is attached. The proposed changes are to be considered at the next Senate meeting.

Renee Liscinsky was elected permanent chairperson of Committee E for 1981-82 by acclamation. It was generally agreed that the chore of taking minutes shall be passed around among the members of the Committee.

Submitted by,

Augusta Syty

Attachments

klw

*Approved October 27, 1981*





October 6, 1981  
Distributed by Pat Heilman  
to Committee E.

#### Introduction to Guidelines

The purpose of the Imprint Series of Indiana University of Pennsylvania is to disseminate, via publication, works of creative thought and new information, and to encourage the publication of scholarly works that might not otherwise be published.

The Imprint Series was initiated during the administration of former President Robert C. Wilburn and was the result of research in this area by the IUP Office of Publications & Advertising.

Since the University did not have the finances or the personnel to initiate a full-scale University Press, the Imprint Series was the logical and feasible alternative. Works, as decided by the Editorial Board, will be published in a form compatible with existing printing resources and finances.

## I. GENERAL CONSIDERATIONS

- A. Acting for the University, the Editorial Board of the IUP Imprint Series will receive for consideration for publication any manuscript which represents sound scholarship and is a worthy contribution to the world of knowledge. Such merit will be determined by reviewers who are specialists in the field or area of which the manuscript is a part.
- B. OWNERSHIP - Indiana University of Pennsylvania and the Commonwealth of Pennsylvania will possess ownership of all works published by the Imprint Series.
- C. COPYRIGHT
1. The University reserves the right to hold the copyright to all works published by the Imprint Series.
  2. If a work is ALREADY COPYRIGHTED by the author before submission to the Imprint Series and the author is unwilling to release the copyright to the University, THE BOARD will not consider the work for selection.
  3. If a work is NOT COPYRIGHTED by the author and the University does not wish to copyright it, the author may
    - a) withdraw the work from further consideration by the Board, or
    - b) submit the work to the Imprint Series for publication without copyright.
- D. FINANCIAL REMUNERATION - The author(s) will receive no financial remuneration from the publication of works by the Imprint Series.
- E. Reviewers - reviewers make recommendation to publish or not to publish a manuscript. While great reliance will be placed on the reviewer's recommendation, the Board will make the final decision with respect to publication of manuscripts.
- F. Marketing and distribution (costs and labor) will be the responsibility of the author.

## II. CRITERIA FOR THE SELECTION OF WORKS TO BE PUBLISHED

- A. CONFLICT OF INTEREST
1. The work of a current member of the Board may be considered for publication.
  2. While the member CANNOT be involved in any decisions respecting his/her own manuscript, he/she may participate in discussions with the Board.
  3. A member of the Board submitting a manuscript will be treated in all respects as any other author submitting a manuscript to the Board.
- B. SIZE OF READERSHIP - There must be demonstrable reason to believe that an audience of sufficient size exists which would be interested in the proposed work. To aid the Board, as part of the submission of a work for consideration, the author(s) are to submit a terse written explanation of the

## II. Criteria for the Selection of Works to be Published (cont.)

- I. Manuscripts must be typed and double-spaced on 8 1/2" x 11" paper and be submitted in six clear copies.
- M. REVIEWERS -
  - 1. While the Board reserves the right to select its own reviewers, the author must submit the names of at least three persons qualified to serve as possible reviewers of the manuscript. (See appropriate form).
  - 2. An author's major professor or other members of his/her thesis/dissertation committee cannot serve as reviewers.
  - 3. Members of the author's department at IUP cannot serve as reviewers for his/her proposed work.

## III. DETERMINING WHETHER TO ACCEPT THE WORK FOR PUBLICATION

- A. When a work is submitted to the Board, the members will examine it and vote whether it should be:
  - 1. rejected outright
  - 2. assigned to a reviewer(s)
  - 3. accepted outrightOnly upon a UNANIMOUS vote of all the members of the Board will a work ever be accepted outright. FOUR votes to reject are sufficient for outright rejection.
- B. If a work is referred to a reviewer(s), the reviewer(s)' recommendation will not be automatically accepted by the Board. Upon reading the reviewer(s)' recommendation, the Board members will vote whether to accept the work for publication or to reject. FOUR positive votes will be required for approval.
- C. Changes and/or corrections suggested by the reviewer(s) should be considered by the author (see Reviewer Report form). If any suggestions or changes are not complied with, a written explanation must be submitted to the Board.
- D. In making the final decision on whether or not to accept the manuscript for publication, the Board will take into account the reviewer(s)' estimation of the expected readership. (See Reviewer Report Form and IIB).
- E. Authors may appear before the Board to discuss their manuscripts only by invitation of a majority of the Board members.
- F. All criteria and procedures established by this Board notwithstanding, the Board reserves the right by UNANIMOUS vote, to make any exceptions it deems appropriate in order to insure that all its actions are in the best interests of the University.