

## MINUTES OF THE UNIVERSITY SENATE

The May 5, 1992 meeting of the University Senate was called to order by Chairperson Ron Juliette at 3:15 p.m. in McVitty Auditorium.

The following Senators were excused from the meeting: Bellak, G. Brown, H. Brown, K. Brown, Cercone, Cronk, Curey, DeCoster, Dugan, Fordyce, Fuget, Kanyarusoke, Leda, Lynch, Lynn, Mill, Novels, Ott, Richards, and Richardson

The following Senators were absent from the meeting: Arndt, Begg, Brant, Brezina, Brigaman, Brookeshire, Buckwalter, Buriok, Buyiyan, Chowdhury, A. Cooper, K. Copper, Costa, Cox, H. Cunningham, Debow, Deli, Dellemonachi, Elliot, Engin, Gallanar, Handsome, Hauben, Howe, Jimenez, Kelley, Kratzinger, Kuzneski, LeBlanc, Lockwood, MacDonald, P. McCreary, Michael, Miller, Millward, Moore-Armitage, Morris, Neering, Noel, Penta, Posey, Roessler, Russell, Scroxtton, D. Seibert, S. Seibert, Solak, Spence, Spess, Stauffer, Tacker, Uhrich, Walia, Weber, Whitby, and Zalazar

The April 7, 1992 minutes were APPROVED as submitted.

The agenda items and order were APPROVED as submitted.

Chairperson Juliette made the following announcements:

1. Senate election results were distributed at the beginning of this meeting. (See the Rules Committee report below for the results.) The election deadline for Senate chair and secretary is Friday, May 15.
2. Ms. Peggy Akers, the Secretary of the Academic Information Systems office, has agreed to serve as our recording secretary.
3. I have enjoyed my two years as Senate chair. I thank Dr. Fuget for being very open and co-operative, the committee chairs for their cooperation, and Vice Chairperson Chowdhury for his work during the year. I am also grateful to Maureen McHugh, our Parliamentarian, and my special thanks go to Yaw Asamoah for all his work during the year.

### OLD BUSINESS

#### LIBRARY AND EDUC. SERVICES COMMITTEE - CHAIRPERSON GOODRICH

The Senate APPROVED the statement on Library and Information Literacy (see Attachment E of the April 7 Agenda) as submitted.

The Senate also considered the Revised Library Policy submitted as Attachment F of the April 7 Agenda. Section V (Archival Policy) of the document was amended as follows:

- (i) following a friendly amendment by Senator T. Cunningham, all references to "Minutes" were changed to read: "Agendas and Minutes" and
- (ii) the Committee accepted a friendly amendment by Senator Buterbaugh to change item 2 (Agendas and Minutes of Meetings (Academic/Administrative Policy) [by adding the following phrase in italics] to read: "Official record copy of agendas and minutes of meetings of the Council of Trustees, the University Senate *and its committees*, the President's departmental meetings, or others having power to formulate policy, standards, rules and regulations governing college administration."

The Revised Library Policy was APPROVED as amended.

The Senate APPROVED the Committee's motion to delete the present Library Policy, with the exception of Section III: Archival Policy, which will become Section V of the new policy.

**PROCEDURES FOR OUTCOMES ASSESSMENT - SENATOR BROWN-MCGOWAN**  
(Senator Brown-McGowan's presentation is submitted as **Attachment A**)

**STANDING COMMITTEE REPORTS**

**RULES COMMITTEE - CHAIRPERSON STINEMAN**

1. Senate elections  
The senate election results are submitted as **Attachment B**.
2. The Senate reviewed the proposed Changes in the Senate Constitution submitted (as **Attachment AA of the May 5 Agenda**) for Senate approval, and took the following actions:
  - (a) A Williamson motion to replace the word "Senate" with "University" in paragraph 4 (which outlines the procedure for amending the constitution) was DEFEATED.
  - (b) The Rules Committee accepted friendly amendments by Senators Ender and T. Cunningham to replace the string (found at the end of the paragraph) "where a two-thirds vote is necessary for passage" with the phrase "where a two-thirds affirmative vote of those voting is necessary for passage."
  - (c) A Bertrand motion to strike the string "the total faculty and administrative segments of" from the same sentence was seconded by Senator K. Norberg. After considerable discussion, and having APPROVED an Ender motion to close debate, the Senate voted to APPROVE the Bertrand motion by a vote of 56 Yeas, 33 Nays, and 2 Abstentions.

The last sentence of paragraph 4, with the approved changes, should read:

"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 Senate where a two-thirds affirmative vote of those voting is necessary for passage."

(d) At this point, the Senate APPROVED a Krishnan motion to end debate. The Senate then APPROVED the proposed changes in the Constitution as amended.

**STUDENT AFFAIRS COMMITTEE - CHAIRPERSON BARKER**

1. As moved by the Committee, the revised Alcohol Policy (refer to **Attachment AB of the May 5 Agenda**) was APPROVED as submitted.
2. U.S. Department of Defense Policy  
The Committee accepted a Goodrich friendly amendment to change the second sentence of the Committee's motion on the U.S. Department of Defense Policy excluding homosexuals from military service. The Senate APPROVED the motion which, having been amended, reads as follows:

"The United States Department of Defense currently excludes homosexual individuals from military service. The University Senate is opposed to this discrimination and recommends ending this discrimination. The Senate requests

that the Chair of the University Senate send a letter expressing this view to the United States Department of Defense."

A T. Cunningham motion to send this letter to the Secretary of Defense with copies to Pennsylvania's Congressional representatives stating this sentiment was APPROVED.

#### **UNIVERSITY DEVELOPMENT AND FINANCE COMMITTEE - CHAIRPERSON RAY**

1. Classroom Space

A Goodrich motion to send the Committee's proposal to modify class schedules to the Academic Affairs Committee for consideration, with the charge that it be returned to the Senate before it is submitted to any other organ of the University was APPROVED.

A Goodrich motion asking the Senate to endorse the statement that the University Senate believes that classroom problems should not be resolved by altering the academic calendar was withdrawn.

2. Proposed Capital Budget for FY 1993-94

The Capital Budget for FY 1993-94 submitted as Attachment AD of the May 5 Agenda was APPROVED.

(A Barker motion to extend the meeting for 10 minutes was APPROVED.)

#### **ACADEMIC COMMITTEE - CHAIRPERSON DUNTLEY**

1. Academic Integrity Policy (refer to Attachment D of the April 7, 1992 Agenda, and page 3 of the May 5 Agenda).

A T. Cunningham motion to change item B.3 of the proposed Policy (see page 17 of the April 7 Agenda) by substituting the term "computer projects" for "computer programming," and to amend the string "by misrepresenting or passing off the ideas, words, formulas, of another as one's own." to read "by misrepresenting or passing off the ideas, words, *data*, formulas, of another as one's own." was APPROVED.

An Asamoah amendment to strike the following sentence found under item C.3 (Option III: Resolution by Documented Agreement): "This hearing will involve the student, the chair, the faculty member; the chair may invite others if mutually agreeable." was DEFEATED. Following the APPROVAL of a Krishnan motion to close debate, the Academic Integrity Policy was APPROVED as amended.

2. Admission to Teacher Education and Certification Policy

The Admission to Teacher Education and Certification Policy submitted by the Committee as Attachment AE of the May 5 Agenda was APPROVED.

(A Duntley motion to extend the meeting by an additional 10 minutes was APPROVED.)

#### **CURRICULUM COMMITTEE - CHAIRPERSONS BUTERBAUGH AND RICHARDS**

The Senate APPROVED the following proposals (see pages 3-6 of the May 5 Agenda, and also the "Additional UWUCC Agenda Items" handed out at the May 5 Meeting):

**A. Program Change****Bachelor of Science--Hotel, Restaurant, and Institutional Management**

**Liberal Studies:** As outlined in Liberal Studies section  
with the following specifications:

54-55

Mathematics: MA217

Natural Science: CH101-102

Social Science: EC121, PC101

Liberal Studies electives: CO/IM/BE101

**Major:**

Required courses:

33

HR101 Introduction to Hospitality

3sh

FN150 Foods

3sh

FN151 Foods Lab

1sh

HR259 Hospitality Purchasing

3sh

HR313 Food Systems I

4sh

HR356 Human Resources in the Hospitality Industry \W\

3sh

HR401 Cost Management

3sh

HR411 Seminar in Hospitality Management \W\

3sh

HR413 Food Systems II

4sh

HR493 Internship

6sh (1)

Controlled electives: One Track required

12-15

Food Service Management Track:

FN145 Introduction to Nutrition

\*sh (2)

HR306 Food and Beverage Management

3sh

HR358 Food Service Equipment and Facilities Design

3sh

HR406 Catering and Banquet Management

3sh

HR408 Institutions Management

3sh

Lodging Management Track:

HR115 Introduction to Tourism

3sh

HR360 Hotel Systems Management

3sh

HR365 Hotel Facilities Maintenance

3sh

HR420 Hotel Sales and Services

3sh

IM300 Information Systems: Theory and Practice

3sh

**Other Requirements:**

15-21

AG201 Accounting Principles I

3sh

BI232 Fundamentals of Microbiology

3sh

BL235 Introduction to Business Law

3sh

MK320 Principles of Marketing

3sh

FL--- Foreign Languages

3-9sh (3)

**Free Electives:**

0-11

**Total Degree Requirements:**

124

- (1) Each student must complete 880 hours of work experience, of which 440 hours must be through supervised experiences in HR493. See department internship coordinator for detailed information.
- (2) Credit counted in Liberal Studies electives.
- (3) Each student must have foreign language proficiency of either:
  - A. Intermediate level - SP201/FR202/GM252 **OR**
  - B. Successful completion of 2 semesters of one language.
 Intermediate level courses may be used as Liberal Studies elective.

- B. Course Title Change:** MU136 Advanced Jazz Ensemble 1sh
- C. Liberal Studies Electives**
- |                                  |     |
|----------------------------------|-----|
| FR201 College French I           | 3sh |
| FR202 College French II          | 3sh |
| FR203 Accelerated College French | 6sh |
- D. Course Deletions\***
- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| FR151 French I                    | FR251 French III                    |
| FR152 French II                   | FR252 French IV                     |
| FR151-2 Accelerated French I & II | FR251-2 Accelerated French III & IV |

**E. New Courses**

CS299 Cooperative Education I	0sh	FR101 Basic French	4c-0l-4sh
CS399 Cooperative Education II	0sh	FR201 College French I	3c-0l-3sh*
EN336 Language, Gender and Society	3c-0l-3sh	FR202 College French II	3c-0l-3sh*
EN384 Literature by Women	3c-0l-3sh	FR203 Accelerated College French	6c-0l-6sh*
GS338 Geology of the American Southwest	Var-3sh	PH493 Internship in Philosophy	Var 3-6sh

**F. Course Revision**

EN121 Humanities Literature 3c-0l-3sh

Notes:

\*Effective Summer 1993

#The last sentence of the course description for this course was changed to read: "Liberal Studies elective credit is given for this course."

The Senate **APPROVED** the following resolution submitted by Senator Goodrich:

**"The University Senate appreciates and applauds the quality of leadership exhibited by Senator Ron Juliette during his two years as Chairperson of the Senate."**

A Duntley motion to extend the Senate meeting by 10 minutes having been **DEFEATED**, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,



Yaw A. Asamoah,  
Secretary, University Senate

Attachment A:

SENATOR BROWN-McGOWAN'S REPORT ON OUTCOMES ASSESSMENT

MAY 5, 1992

1. Student Outcomes Assessment is a process that has been mandated by the Commission on Higher Education and Middle States Association and has been legislated in some surrounding states. We have been attempting to design a process that meets Middle States requirements and also pre-empt the need for Legislation. Middle States has forwarded a letter of endorsement for the process, and I quote from the letter, "Obviously every outcomes assessment program must grow out of the unique environment of an institution and be formulated in a way that reflects the needs and requirements of that institution. My judgement is that the committee has done just that and I anticipate a very useful process at IUP. There is no question but that the proposal fulfills the Commission's request that the university develop and implement an outcomes assessment program that will be significant in planning and in further strengthening curricula."
2. A committee worked during the Fall semester to design the process being discussed with you today. Committee members included Bob Curey, Mike Kesner, Charles Cashdollar, Bob Millward, Mark Krusec, Debbie McCutcheon, Shari Trinkley, Garry Bozylinsky, Steve Ender, David Lynch, and was chaired by myself.
3. The model we are proposing is a "Process" model. It is decentralized, faculty based, and multi-level. Middle States advises us that we are doing Student Outcomes Assessment if we can answer the following questions: 1.) What should students learn? 2.) How well are they learning it? 3.) How does the institution know? and 4.) How is that information used to enhance the teaching/learning process? We are asking each level identified as needing to participate in Outcomes Assessment to address these questions.
4. (*Refer to Table II below*) This model is not a top down model, it takes place independently at each level. The activities that are to take place at each level are defined at that level. We have attempted to incorporate Outcomes Assessment with processes that already exist, such as the 5 year academic program evaluations. We are suggesting that, in order to be sure that appropriate information is shared among the various levels, each level carefully consider who might benefit from the information and share it accordingly.
5. It is proposed that the Teaching Excellence Center will house resources that will assist the various levels with the process, that the new Institutional Research Associate, Kay Wijekumar, will assist with data collection methods and analysis, and that I will coordinate the overall process, particularly pertaining to Middle States reporting, and I will also chair the university wide Outcomes Assessment committee.
6. Implementation will begin with departments/units and supra programs looking at question number 1, What should students learn? and begin to revise mission statements, goals, and objectives in a way that will provide some guidance in obtaining answers to the last three questions.

Copies of the entire proposed process are available from my office, and is also available on reserve in the Library. Your questions can be directed to any of the committee members, and any suggested changes you may have should be directed to my attention. It is our intention to consider edits and suggestions and to make changes in the near future. We hope to have a working document for the Fall, 1992 semester.

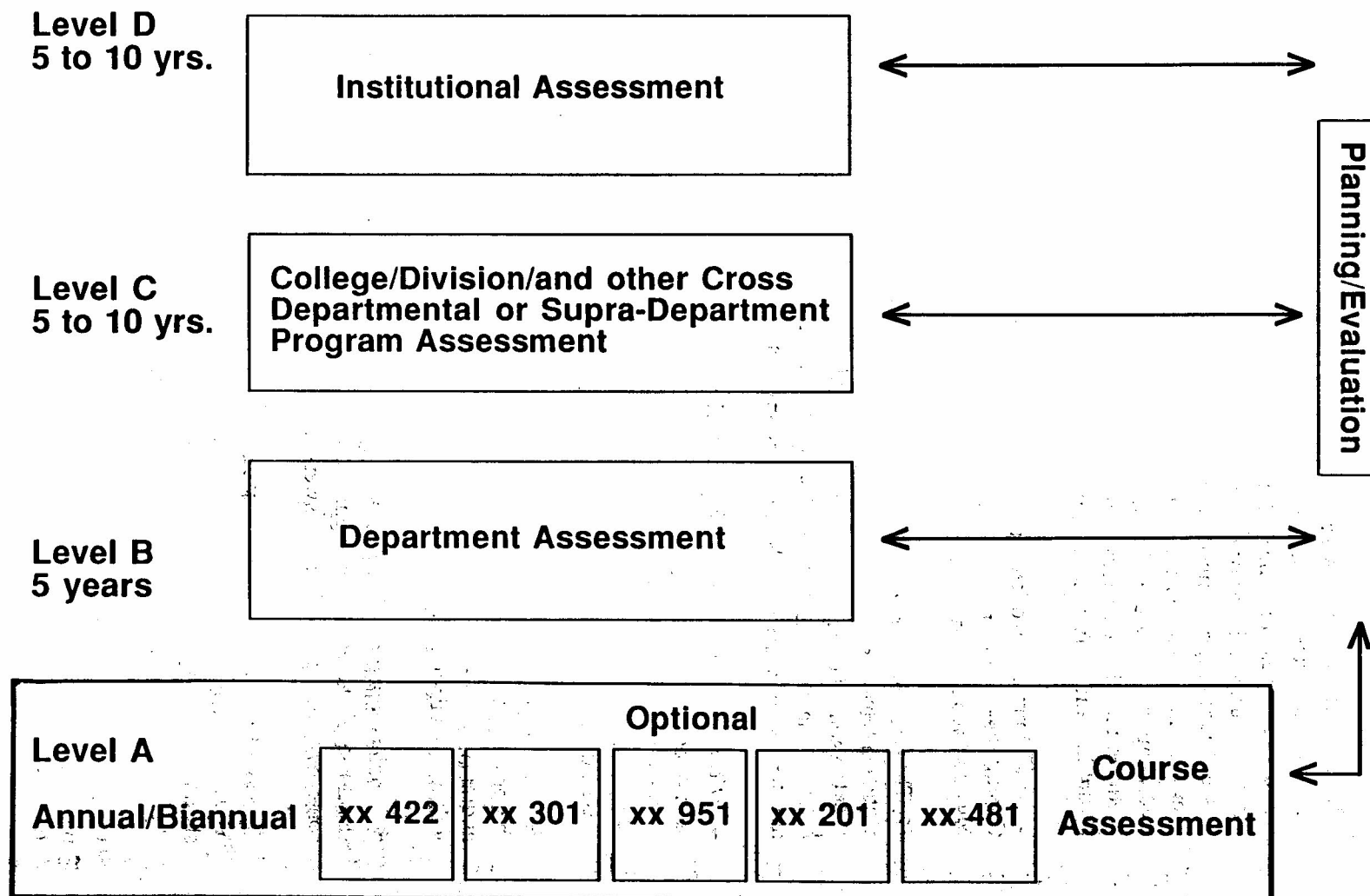
I would publicly like to thank the committee members for their hard work in designing this process, and particularly Bob Millward (our inhouse expert on Assessment) for providing us with a boiler plate process; and Jim Dougherty, our official committee documenter. Thank you.

Table II  
**Outcomes Assessment Across the University**

Ongoing Assessment with

Periodic Compilation

Level



## Senate Election Results: 1992-93

## Faculty At Large (23 Vacancies) 2-year terms

Charles Cashdollar	(285)
Thomas Goodrich	(229)
Robert Stonebraker	(186)
Joseph Costa	(182)
Diane Duntley	(178)
Anthony Nastase	(167)
Gary Buterbaugh	(163)
Krish Krishnan	(160)
Catherine Dugan	(157)
Allan Andrew	(156)
Martha Bower	(136)
Mary Micco	(133)
Nelson Bormann	(132)
Imogene Moyer	(128)
Thomas Cunningham	(116)
Robert Mutchnick	(114)
Peter Broad	(112)
Bernadette Cole-Slaughter	(107)
William Forbes	(102)
Rita Johnson	(101)
Margaret Bellak	(91)
Jill Berg	(89)
Michael Vella	(89)

## Imprint Series (1 Vacancy)

David Kaufman	(83)
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## IUP Foundation (2 Vacancies)

Connie Sutton	(147)
Allan Andrew	(89)