

MINUTES OF THE UNIVERSITY SENATE

The February 4, 1997 meeting of the University Senate was called to order by Chairperson Alarcon at 3:30 p.m. in the Alumni Auditorium. Since the Senate was meeting at a new venue for the first time, it was decided to delay the meeting by 15 minutes.

The following Senators were excused from the meeting: Boda, Bozylinsky, Caraway, Gerwick, Imes, Krishnan, Maggiore, E. Mutchnick, Negendra, Nunn, Peterson, Pettit, Piwinski, Rittenberger, Shellenbarger, Soltis, Steele, Thompson, G. Walz, G. Wilson, Zimny.

The following Senators were absent from the meeting: Affaneh, Antelo, Beisel, Bellak, Bernot, Camp, Castro, Christensen, Colvin, Condino, Conrad, Corbett, Demacok, Eric, Fisher, Garg, Geyer, Green, Hershey, Horst, Hulings, S. Jackson, Juliette, Manson, McClay, McCreary, Moore, Mutchnick, Orchard, Pearce, Receski, Riesenman, Santoro, Shiring, Siemon, Snyir, Sullivan, Szalontai, Trautwine, Treaster, Trimble, Vold, Wade, G. Wilson, Yee, Yoshimura, Zanicky.

The minutes of the December 3, 1996 senate meeting were ACCEPTED.

Agenda items were APPROVED.

REPORTS AND ANNOUNCEMENTS

PRESIDENT'S REPORT (Dr. Pettit)

President Pettit was excused from the meeting.

PROVOST'S REPORT (Dr. Staszkievicz)

Provost Staszkievicz made the following remarks:

I would like to make three points if I may. The first is to announce the exceptions I have authorized to the normal curriculum process. My office has authorized exceptions to the three limit rule on 281, 481 and 781 Special Topics in the following departments: Consumer Services, Health and Physical Education, Marketing (two courses), Safety Sciences, and Psychology. In each case I have been assured that the curriculum process is under way for the permanent course in the College or University-wide committees. I use the criterion that the course must be in the process of being reviewed through the peer review process.

Second, for information I hope you receive positively--one of the concerns that was raised in the Middle States review process was that the separation of Library and Information Technology made it difficult for people to know where to go for the kind of help they needed when it came to instructional technology. Prior to Middle States, we had ISCC, Information Systems Communications Center, the Academic Computing arm. We also had a different branch of the ISCC called EDP maintenance which was the hardware repair facility of computing. In the library, we had Media Technology Services which provides a lot of assistance to faculty. Faculty did not understand where to go to get help when there was some blurring between hardware and software and between technologies.

The first step in our resolving these issues was to decentralize the Academic Computing area. The Academic Computing support staff were assigned to colleges so that priorities could be set up by the college. The next phase in that evolution was to assign the EDP maintenance to a college. This should allow each college to set its own priorities. The most recent step in that migration we hope will be a little more useful to people. There has been a merger of the computing technology people in academic computing and the EDP maintenance with the library

support staff in the media technology area. They will all become an instructional support unit.

VICE CHAIRPERSON'S REPORT (Mr. Dubrovsky's report from December 3, 1996 meeting)

As stated in the statement of Relationship of General Fraternities and Sororities which was published in December 1991:

Since 1914, IUP has acknowledged that general fraternities and sororities can be a valuable component of the undergraduate experience. Fraternal organizations maintain as their primary purpose, the enhancing of the student learning and growing process through activities encouraging leadership development, organization management, interpersonal and group dynamics, social awareness, philanthropic, university loyalty, and career orientation and development, thereby earning them the privilege of university recognition.

As I've stated during my last speech, the proposed policy to replace Deferred Rush will not completely eliminate the current policy. The new proposed policy is designed to promote academic integrity. Look very closely and you will see that the current Deferred Rush policy is incorporated into the proposed policy as the second paragraph. The new proposal was designed to enhance the old policy.

I believe that there is not one former Greek in this auditorium that would disagree with the following statement from the Statement of Relationship of General Fraternities and Sororities: Fraternities or sororities can complement the curricular and cocurricular aims of IUP by enhancing opportunities for personal development of its members and providing significant contributions to the campus and community environment. Therefore, I would like to ask all of my fellow senators to take a serious look at this new proposal that is being presented to the Senate floor today.

Last but certainly not least, I would like to offer my sincere congratulations to the IUP Marching Bands stellar performance in the Macy's Thanksgiving Day Parade. You have instilled a school spirit that has not been seen for a long time. Keep up the good work and good luck next season.

CHAIRPERSON'S REPORT (Dr. Alarcon)

Chairperson Alarcon made the following comments:

I have several important items that I would like to share with you today.

Before this semester started I met in January with Provost Staszkievicz. One of the purposes of the meeting was to discuss the status of the Sexual Harassment Policy. As you recall the current interim policy came to the Senate floor for information last year. Legal Counsel for IUP found several problems with that policy, and currently a new ad-hoc committee is being formed to work on a new draft of the Sexual Harassment Policy. It is the Provost's and my desire that the Senate membership have more input in the drafting stage of the new policy. We will have two Senate representatives in the ad-hoc committee that will begin working on the policy this month. I am asking that volunteers contact me as soon as possible. In about one week I would like to make the appointments, preferably one person from the Academic Committee and one from the Student Affairs Committee. The complete make-up of the committee has not been finalized, but it will be chaired by Mr. Bill Addy. Mr. Marc Piwinsky, Dr. Al Bouffard and Mrs. Evelyn Mutchnick will also be included. Given that there will certainly be a need for the various constituent groups to review the draft as it is developed, it is unlikely that the final draft will be available for Senate review this semester. My best guess is that the policy will get extensive review this semester, revisions and suggestions will be incorporated over the summer and a final draft will be available in early Fall. The University Senate, as well as the various

bargaining groups on campus, will not be asked to approve the final draft, but rather to endorse it.

I would like to update you on the formation of APSCUF curriculum committees. I am sure most of you have heard something about this.

On December 5, two days after the last Senate meeting, I found out at the APSCUF Executive Committee meeting that APSCUF was considering the formation of a its own curriculum committee, as per Article XXXI E in the CBA, and no longer delegating this to the University Senate.

The exact wording of that article follows:

E. Curriculum Committee

There shall be a curriculum committee at each UNIVERSITY, which shall be selected as determined by the FACULTY, but which may include at least one (1) administrator if designated by the President.

The Senate Constitution recognizes that APSCUF has delegated its contractual curricular responsibility to the Graduate Committee and the Undergraduate Curriculum Committee. Specifically the constitution reads:

The University Senate shall approve all curricular matters before they are implemented. The Association of Pennsylvania State College and University Faculties (APSCUF-IUP) has delegated its contractual curricular responsibility to the Graduate Committee and the Undergraduate Curriculum Committee. At least two-thirds of the membership of each of these committees shall be faculty. These committees shall forward curricular proposals to the Senate for approval. The Senate shall report simultaneously its curricular proposals to the President of the University and the President of APSCUF-IUP. 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 of Trustees.

It is crucial to understand that this was not motivated in any way by dissatisfaction with the work of the Curriculum and/or Graduate Committees of the Senate nor was this matter taken lightly. APSCUF recognizes the outstanding job this committees have been doing and continue to do. The creation of the APSCUF committees was rather a byproduct of the lack of progress in negotiations at that time. A motion to create a curriculum committee was tabled at the December 12 meeting of the APSCUF Representative Council. I believe that members of the Representative Council were hoping for progress in the negotiations during the break. IUP-APSCUF President Dr. Dale Landon announced at the Council of Trustees meeting on December 14, that APSCUF was considering the creation of a curriculum committees.

APSCUF's Executive Committee approved, on January 16, to submit to the Representative Council a motion that would determine the constitution of the APSCUF curriculum committee and the procedure that would be used for recalling the curriculum review process from the University Senate. The Representative Council met again on January 23, hours before the announcement that a tentative agreement had been reached, and approved the following motion that determined a procedure for the creation of IUP-APSCUF Curriculum Committees when it seemed possible that

a strike may occur:

Motion to re-establish curriculum committees under control of IUP-APSCUF.

According to Article 31, Section E of the Collective Bargaining Agreement, the curriculum committee(s) "shall be selected as determined by the FACULTY" (p. 91)

Therefore, the current curriculum committees operating under the auspices of the IUP University Senate shall be disbanded and replaced by the IUP-APSCUF Undergraduate and IUP-APSCUF Graduate Curriculum Committees. Members of the IUP-APSCUF Curriculum Committees shall be appointed by the IUP-APSCUF President with the approval of the Representative Council. The IUP-APSCUF President shall give initial preference for appointment to those IUP-APSCUF faculty presently serving as members of the Undergraduate and Graduate Curriculum Committees. Faculty membership on the IUP-APSCUF Curriculum Committees shall run concurrent with the term of the IUP-APSCUF President.

The Curriculum Committees shall each consist of twelve IUP-APSCUF faculty members, with each college having at least one representative on each of the two curriculum committees, and three students. The student members of the IUP-APSCUF Undergraduate Curriculum Committee shall be appointed by Student Congress, the official representative body of IUP undergraduate students. The student members of the IUP-APSCUF Graduate Curriculum Committee shall be appointed by the Graduate Student Assembly, the official representative body of IUP graduate students. Student membership on the IUP-APSCUF Curriculum Committees shall be for one year with appointments made by the appropriate governing bodies in September of each year.

The Chairs of each of the two committees shall be appointed by the IUP-APSCUF President with the approval of the Representative Council.

The IUP-APSCUF Curriculum Committees shall develop their own internal operating procedures which are to be approved by the Representative Council.

Curriculum proposals recommended by the IUP-APSCUF Curriculum Committees shall be forwarded to Representative Council for review and approval. Curriculum proposals approved by Representative Council shall be forwarded to the IUP Council of Trustees for trustee review and approval.

Implementation of this policy shall be at the discretion of the IUP-APSCUF President with the approval of the Executive Committee.

If implemented, this policy can be rescinded and authority on curriculum matters delegated to the IUP University Senate upon recommendation by the IUP-APSCUF President and the approval of the Executive Committee.

I know that in light of the possible ratification of the tentative agreement and through continued

dialog with the IUP-APSCUF President and the Executive Committee, that this policy will more than likely not be implemented.

BRIEF COMMENT'S FROM SENATE SECRETARY (Secretary Soni)

I just want to thank Dr. Yaw Asamoah for taking notes for me during the last senate meeting (December 3, 1996) when I had to be away due to my newborn daughter's illness. I also want to thank all of you for sending your best wishes and prayers for the newborn, who is now recovering very well.

OLD BUSINESS (carryover from December 3, 1996 meeting)

There was no old business.

STANDING COMMITTEE REPORTS

A. Rules Committee--Chairperson Stineman

Election of Vice Chairperson of senate: Two individuals, Judy DeWitt and Stacy Mamula, were nominated for the position of Vice Chairperson of senate. The candidates made brief remarks to the senate, before the balloting (write-in). Judy DeWitt won the election by a 68 to 60 margin.

The Senate **APPROVED** the following changes to the senate Bylaws (Changes are highlighted text):

Section I,

F. Protocol for absences.

1.Senators unable to attend scheduled Senate meetings shall inform the Secretary of the Senate prior to the meeting.

2.The Chair may ask for a roll call or designate a person or persons to record attendance.

3.Any Senator unable to attend a scheduled Senate Standing Committee meeting shall inform the Committee Chairperson prior to the meeting.

G. Procedures relating to **Senate** absences.

1.In the case of absenteeism of Faculty Senators: The Chair of the Rules Committee is empowered to ask any Faculty Senator who is absent for more than three Senate meetings in one academic year or two consecutive absences, to state cause for the absences. Further, the Chair of the Rules Committee, after such inquiry, may determine, with the majority consent of the Committee whether or not the absences are justified. If it is not determined that there has been no justifiable

reason for absences, or it is determined that circumstances will prevent the senator from fulfilling his or her duties, the Chair, with the consent of the committee, may take the following action:

a. In the case of a Senator-at-Large, the Senator may be replaced from the list of nominees, beginning with the nominee with the highest number of votes short of election.

b. In the case of a Department Representative, the Committee may ask the Department chair to conduct an election for the purpose of replacing the incumbent, such election to be completed as early as possible.

2. In the case of Student Senators: The same procedure of inquiry as for Faculty Senators, and procedure of inquiry as for Faculty Senators, and in appropriate cases the following action may be taken:

a. For undergraduate Students the Student Congress may be asked to appoint or select a new Senate member.

b. For graduate Students, the Graduate Student Assembly may be asked to appoint or elect a new Senate member.

c. Student members must remain members in good standing within their legislative student body.

3. In the case of Administrative Senators: The same procedure of inquiry and in appropriate cases, the following action:

a. In the case of Senate Ex officio, the President of the University is to be informed in writing of the absences.

b. In the case of Elected Senators, the senator may be replaced from the list of nominees, beginning with the nominee with the highest number of votes short of election.

c. In the case of Presidentially Appointed Senators, the President shall be notified and asked to name a replacement.

H. Protocol for absenteeism from Senate Standing Committee meetings: the Chair of said committee notifies the Rules Committee Chair who is empowered to exercise the same inquiry and action procedures as delineated above in Sections G-1 through G-3.

B. Student Affairs Committee--Chairperson Trump

No report.

C. University Development & Finance Committee--Chairperson Heckroth

No report.

D. Academic Committee--Chairperson Duntley

Chairperson Duntly presented the following items for Senate information:

1. Pass/Fail Policy:

The Committee is giving consideration to a request that the pass/fail policy be extended. The policy as written would continue to provide the framework within which a student could initiate a request for pass/fail grading. The expansion of the policy would provide a procedure for a department to request pass/fail grading for a specific course. The initial thinking on this is that the Academic Committee would create the policy, but the Curriculum Committee (and maybe Graduate Committee if extended to graduate classes) would administer requests from the departments in the regular curriculum process. There would be a proposal with statement of need, background, supporting data, academic justification, etc., including college curriculum committee and dean approvals.

There is one case that has brought this issue to our attention. We would welcome feedback from departments which might want to use such a policy; other feedback is also welcome.

(DDUNTLEY)

2. Academic Integrity Policy update

This information comes as an update on the proposed Academic Integrity policy revisions. Since the December meeting, additional revisions were submitted to University Counsel and a sub-committee (Butzow, Duntley, Maggiore, Stonebraker) met with University Counsel Linda McClellan. She had a few additional suggestions which we worked through and she seemed generally positive, but she needed to go through to provide a written response. That was originally promised for the week ending January 10, but her response has been delayed pending outcome of a related case somewhere in the SSHE. At this point the matter is out of local hands.

Student Congress leaders also submitted material with questions, concerns, and suggestions for changes. Many of these have been incorporated. On January 10 Senators Duntley and Stonebraker met with Student Congress leader Chris Rosetti; most of the issues appear to be resolved. The earliest that it would be on Senate agenda would be the March meeting. A full document will be provided because of the substantial number of changes since the last draft.

3. Honorary degree candidates: Nomination is always welcomed.

E. Awards Committee--Chairperson Wheat

No report.

F. Curriculum Committee--Chairperson Kuzneski

Chairperson Kuzneski presented the following items for Senate information:

1. The UWUCC accepted the following **Liberal Studies report**:

RS 110 World Religions is approved as LS Humanities and is to be deleted from the Liberal Studies electives and Non-Western Cultures categories.

2. Course Name Changes

The UWUCC accepted the name changes for the following courses from the Department of Philosophy and Religious Studies:

Current: RS 410 History of Christian Thought I
Proposed: RS 410 Early Christian Thought

Current: RS 440 History of Christian Thought II
Proposed: RS 440 Modern Christian Thought

The Senate **APPROVED** the following course revision:

Course Revision--Department of Physics

Current: PY 150 Computer Applications to Physics Laboratories

2c-21-3sh Covers applications of microcomputers to laboratory data acquisitions, as well as interfacing design and construction.

Proposed: PY 355 Computer Interfacing 2c-21-3sh

Prerequisite: CO 110

This course is designed to teach the fundamentals of interfacing the personal computer to its physical surroundings. The students will learn how to collect data and to control experiments in real time. They will learn how to use digital to analog conversion (DAC) techniques and analog to digital conversion (ADC) techniques. They will also use a graphical software package (such as LabVIEW) to design icon based interfacing tools, to learn how to use virtual instruments and to analyze data.

Chairperson Kuzneski withdrew the proposal for prefix changes for Learning Center courses that were presented in the agenda for the meeting.

The Senate **APPROVED** the following course deletion:

3. Course Deletions--Department of Office Systems and Business Education

BE 212 Business Mathematics II
BE 280 Machine Transcription and Word Processing
BE 335 Machines Math
BE 339 Business Data Processing
BE 363 Transcription
BE 365 Advanced Transcription
BE 371 Personnel Typing and Duplicating
DE 310 Principles of Distributive Education
DE 313 Methods of Marketing

DE 330 Merchandise Information
DE 410 Methods & Evaluation in Distributive Education

Rationale: Based on technology changes and certificate requirements the content of these courses no longer meets the needs of the students.

The Senate **APPROVED** the following new course:

New Course--Department of Nursing and Allied Health Professions

NU 407 Skills for Professional Success 1c-0l-1sh

Prerequisite: must be enrolled in senior level nursing courses
This one credit elective for senior nursing majors is designed to help students foster clinical judgment skills by focusing on critical thinking and test-taking. Emphasis is placed on preparing students with the skills that are essential for success on the National Council Licensure examination for Registered Nurses (NCLEX-RN).

The Senate **APPROVED** the following proposal:

Proposal to Establish a Process for Granting Credit for Courses Completed at Non-Regionally Accredited Schools in the United States

It is IUP policy to accept academic credits in transfer solely from regionally accredited institutions. Over the years, however, a few IUP academic departments have developed agreements with schools which are not regionally accredited but which offer courses of sufficient quality in appropriate subject areas to warrant the award of college credit. The schools are as follows:

Art Institute of Pittsburgh
Fashion Institute of Technology of New York
IUP Academy of Culinary Arts
Hobe Sound Bible College

While departmental faculty members were involved in evaluating the courses and the deans of the appropriate colleges gave approval, there is no established process or guidelines to insure the academic integrity of future agreements.

The UWUCC was asked by both APSCUF and the Provost to address this situation. The Senate Rules Committee confirmed the appropriateness of the UWUCC's involvement with this agenda item. The UWUCC has since been working with some representatives from the Deans Council to develop the following procedure and guidelines.

Procedure for Existing Agreements

Rather than discontinue current agreements at this time, they should be documented and kept on file in the Transfer Credit Evaluation Office for reference. The agreements will be examined along with the regularly scheduled program reviews and when there are significant changes in curriculum.

Procedure for New Agreements

1. The department chairperson and the dean of the college determine the feasibility of awarding credit for work completed at a specialized school. If favorable, the department curriculum committee is charged to prepare a proposal.
2. The department curriculum committee reviews course content, the instructor credentials, professional accreditation, student success, library holdings, and other indicators of quality of the school/program. The committee consults with the IUP Transfer Credit Evaluation Office and other related offices as appropriate.
3. The department curriculum committee and department chairperson submit the proposal to the college curriculum committee for approval, then to the dean of the college. The dean then presents the proposal to the Council of Deans for approval.
4. Finally, the proposal is submitted to the UWUCC for approval as an undergraduate program revision.

Guidelines

1. The award of academic credit for transfer should be limited to schools and institutions that provide specialized training related to IUP programs.
2. No more than sixty credits awarded from specialized schools shall count toward an IUP degree.
3. It shall not be necessary for the student to have completed the certificate or diploma at the specialized school before receiving transfer credit. Completion of one course shall be sufficient.
4. Generally, credit is awarded for instruction that approximates courses appearing in the IUP catalog. Additional credit may be awarded for instruction that meets IUP standards and is related to departmental offerings even though a comparable course is not listed in the IUP catalog. In such cases, transfer credit shall be shown on the IUP academic record with the departmental prefix and 000 instead of a number (i.e. EN 000).
5. The award of credit will remain on the student's academic record even if the student changes major.
6. It shall be the responsibility of the department proposing the transfer agreement to consult with relevant departments and deans to insure that transfer credit will satisfy Liberal Studies requirements where appropriate.
7. Given that the curriculum of the specialized school may change over the years, the proposal shall indicate a date for review by the department curriculum committee. The review shall occur along with the regularly scheduled program reviews and when there are significant changes in curriculum.

Approved by the Council of Deans 1-7-97
Approved by the UWUCC 1-21-97

G. Graduate Committee--Chairperson Williamson

The Senate **APPROVED** the deletion of the following courses:

Course Deletions:

1. BI 522 Biometry
2. BI 524 Independent Studies
3. BI 526 Molecular Genetics
4. BI 541 Comparative Anatomy I
5. BI 542 Comparative Anatomy II
6. BI 545 Microtechnique
7. BI 548 Plant Ecology
8. BI 552 Animal Physiology
9. BI 554 Advanced Ornithology
10. BI 556 Animal Ecology
11. BI 559 Advanced Entomology
12. BI 560 Herpetology
13. BI 561 General Physiology
14. BI 562 Animal Physiology
15. BI 566 Cell Physiology I
16. BI 567 Cell Physiology II
17. BI 569 Ecology
18. BI 573 Intro to Rocky Mt. Ecology
19. BI 574 Genetics
20. BI 580 Biology Seminar
21. BI 582 Independent Studies
22. BI 583 Immunology
23. BI 587 Pathogenic Micro
24. BI 599 Independent Study
25. BI 601 Instrumentation
26. BI 625 Herpetology
27. BI 626 Molecular Genetics
28. BI 648 Plant Ecology
29. BI 651 Physiology of Plants
30. BI 656 Animal Ecology
31. BI 663 Immunology
32. BI 680 Biology Seminar
33. BI 682 Independent Study

Rationale: In an effort to update the master course list in biology, the department has requested

the above deletions. These courses are currently all *inactive courses* that duplicate existing courses.

Chairperson Williamson presented the following change in course number for Senate information:

Change in Course Number:

FROM:

BI 654 Physiological Ecology of Animals

TO:

BI 651 Physiological Ecology of Animals

Rationale: BI 654 Physiological Ecology of Animals was approved by the Senate as a new course approximately one year ago. The number assigned to this course at the time has since been determined to be an unavailable number (there currently exists an inactive course with the same number).

H. Library and Educational Services Committee--Chairperson Jackson

No report.

I. Non-Credit Committee--Chairperson Nardi

No report.

J. Research Committee--Chairperson Neusius

No Report.

NEW BUSINESS

There was no new business.

The Meeting was adjourned at 4:25 p.m.

Respectfully submitted,

Ramesh Soni
University Senate