

**MINUTES OF THE
IUP UNIVERSITY SENATE**

February 22, 2011

Chairperson Broad called the February 22, 2011 meeting of the University Senate to order at 3:36 p.m., in Eberly Auditorium.

The following Senators informed the Senate Leadership that they could not attend: Balint, Chiarulli, Gorman, Hood, Intemann, Jozefowicz, Perdue, Rieg, Ritchey, Sitton, Soni, Veilleux, Werner

The following Senators were absent from the meeting: Camp, Catlos, Cekada, Chaudhry, Franklin-Rahkonen, Fries, Gu, Gunter, Guth, Missien, Nahouraii, Pittman, Spielman, Woodland, Zimmerman

Agenda items for the February 22, 2011, meeting were **APPROVED**

REPORTS AND ANNOUNCEMENTS

Provost's Report

Curriculum Revisions

In response to the Senate recommendations from the December 7, 2010, meeting, I accept the following:

From the University-Wide Undergraduate Curriculum Committee:

- A. The following courses are approved by me and may be offered immediately:
 - BIOL 221 – Environmental Health and Protection
- B. New certificate from the Communications Media department within the College of Education and Educational Technology in Photography and Digital Imaging.
- C. Program and minor deletion of the Bachelor of Science – Environmental Health Science from the department of Biology in the College of Natural Sciences and Mathematics.
- D. New program track from the department of Biology in the College of Natural Sciences and Mathematics of Bachelor of Science-Biology/Environmental Health track.

From the University-Wide Graduate Curriculum Committee:

- A. The following courses are approved by me and may be offered immediately:
 - Dual listed: CRIM 744/PLSC 744 – Terrorism
 - Dual level: PLSC 465/565 – Intelligence Process and Policy
- B. Program revision from the College of Fine Arts for the Master of Fine Arts

Chairperson's Report

I think I saw spring a few days ago; I even saw some bulbs trying to send leaves up. I hope they're comfortable under the snow. It seems that every time we think we're getting somewhere, a higher power comes along and throws a cold, wet blanket on it.

I sent a message to all faculty members yesterday regarding what is happening with the reform of the Liberal Studies program. The draft proposal that was circulated last week in order to let people know what progress was being made has raised some concerns, so I thought it best to try to clarify the issue. This is what I said, and I apologize to the faculty members for repeating myself.

While this Liberal Studies revision is being developed, we are at the same time working on a way to make it more certain that any proposed curricular change will go through established channels, i.e., the University-Wide Undergraduate Curriculum Committee and the University Senate (where a majority of those voting will have to be faculty and a majority of the faculty voting will have to vote in favor for approval).

To this end there has been a series of meetings involving the Director of Liberal Studies, the co-chairs of the UWUCC, the chair of the Rules Committee of the Senate, the Senate parliamentarian, the president of IUP-APSCUF, and myself. Some of the meetings have included other members of the various groups involved as well. Any concrete proposals for change will be taken to the appropriate bodies for approval before being implemented. I hope this clarifies the matter to some extent at least.

There is one other matter I feel I need to address, and this is something that cuts to the very heart of what we are about as a University Senate. I thought I was going to need to address two examples, but one, the proposal from Student Affairs, has already been dealt with. The other, from Development and Finance, apparently has too.

I am referring, of course, to the business of presenting policies to the Senate for information only. That is something that simply cannot be done under our constitution. We are actors, not spectators in the shared governance process. The recommendations that we send to the president and trustees are not binding – they can always be overruled – but they can only be overruled with caution and for overwhelming reasons. We have both the power and the duty to consider and vote on ALL policies of the university. I have discussed this with the president, and he concurs. I know that the various vice presidents have areas of responsibility that they take seriously, but that does not mean that policies in their areas are exempt from the governance structure of the university.

Our University Senate is a rarity among universities. It is very unusual for the entire university community to have a voice in the running of the institution. This Senate has served us well for many decades, and it is worth defending.

Vice Chairperson's Report

SGA has a busy semester ahead of us at this point in time. Elections are right around the corner, and it is looking as if there will be quite a turnout this year. Once again, I urge you to recommend any outstanding students you have to either Dave or I so that we may contact them to gauge their interest in student Government.

We have several of our members involved with Advocacy Day, and hope that this will serve the University well. Also in campus matters, students are beginning to talk about the fee increases for next year. We are doing our best to assure them that it is in their best interest, and that it is necessary to maintain the current level of services offered to them at IUP. Some interest has also sparked in the Missing Residential Student Policy, and we do hope that this will be used by students when necessary. Also, SGA representatives to the Co-op began going through Student Fund Budget Requests this past week, and will continue throughout the next several weeks as well.

This concludes my report for this afternoon; does the GSA wish to make any remarks?

Rules Committee (Senator Korns)

1. Swipe cards were piloted today. We will also be piloting this again next month with the hope of moving away from the sign-in sheets by the last meeting of the semester. Please remember to bring your I-Card or know your banner number.
2. Update on elections: Beginning of the nomination process for faculty-at-large, UWUCC, and UWGCC.
3. Informational sessions on the Senate have been held as well as a brochure on the role of the Senate.
4. Next meeting of the Rules Committee will be March 1 in Keith Room 6

University-Wide Undergraduate Curriculum Committee (Senator Sechrist)

FOR INFORMATION:

1 Distance Learning:

The following courses were approved by UWUCC to be offered as distance education courses:

- **JRNL 105 Journalism and the Mass Media**
- **DVST 095 Introduction to College Math II**

2 College of Humanities and Social Sciences – Reactivations

The following courses have been reactivated and will be added to the undergraduate catalog.

- a CHIN 101 Elementary Chinese I** **3c-0l-3cr**
For beginning students. Introduces the Chinese language, with attention focused on the four basic skills: reading, writing, speaking, and listening. Students learn pronunciation

(including the four tones), fundamental grammatical patterns, and how to write approximately 250 characters. Also imparts knowledge of Chinese culture. Attendance and language lab practice are required.

b CHIN 102 Chinese II 3c-0l-3cr

Prerequisite: CHIN 101

A continuation of Chinese I, this course continues the student's acquisition of Chinese, with attention focused on the four basic skills: reading, writing, speaking, and listening. Also imparts knowledge of Chinese culture. Primary emphasis is on the further development of oral communication and writing skills. Attendance and language lab practice are required.

c CHIN 201 Intermediate Chinese III 3c-0l-3cr

Prerequisite: CHIN 102

An intermediate course for students who have already studied Chinese. A continuation of mastery of the four basic skills: reading, writing, speaking, and listening. Also imparts knowledge of Chinese culture. Attendance and language lab practice are required.

d CHIN 202 Intermediate Chinese IV 3c-0l-3cr

Prerequisite: CHIN 201

An intermediate course for students who have already studied Chinese. A continuation of mastery of the four basic skills: reading, writing, speaking, and listening. Also imparts knowledge of Chinese culture. Attendance and language lab practice are required.

e CHIN 281 Special Topics v-1-3cr

f CHIN 481 Special Topics v-1-3cr

g CHIN 482 Independent Study v-1-3cr

FOR ACTION:

APPROVED

3 Department of Nursing and Allied Health – Program Revision Corrections

Bachelor of Science – Nursing

November Agenda Version:

- (1) The Pennsylvania State Board of Nursing requires two units of high school mathematics (one of which is algebra) for admission to the Nursing Major.
- (2) Students who achieve a higher score than a specified minimum on a department-required standard test(s) are exempt from NURS 450. These students would need 4cr of Free Electives.
- (3) Students have the option of earning up to 16cr via examination and NURS 493 (1-2cr) or completing NURS 336, 337, 338, and 339 (18cr). Exam results must be received before students register for any 300- or 400-level nursing courses other than NURS 334.
- (#) See advisory paragraph "Timely Completion of Degree

Corrected Version:

- (1) The Pennsylvania State Board of Nursing requires two units of high school mathematics (one of which is algebra) for admission to the Nursing Major.
- (2) Students who achieve a higher score than a specified minimum on a department-required standard test(s) are exempt from NURS 450. These students would need 4cr of Free Electives.
- (#) See advisory paragraph "Timely Completion of Degree Requirements" in the section on Requirements for Graduation.

Requirements” in the section on Requirements for Graduation.

Rationale: The footnotes for the BS-Nursing presented in the November Agenda accidentally included a footnote from the old version of the BS—Nursing/Licensed Practical Nurse Track.

4 Liberal Studies Committee—Revised Criteria for Liberal Studies Course Categories

POSTPONED

English Composition II

The Liberal Studies curriculum is built upon the concept that writing development during the undergraduate years is a shared responsibility. At the end of English Composition II, the synthesis and inquiry skills outlined below are emergent rather than secure in a disciplinary sense. The Writing Intensive courses reinforce and extend those skills, and individual departments further instruct their majors in discipline-based, information literacy practices. The National Council of Teachers of English (NCTE, 1999) and the Association of Departments of English (ADE, 2009) recommend enrollment limits of 20 students. In addition to the criteria outlined below, English Composition II introduces students to IUP’s approved Information Literacy Competency Standards (see Appendix I).

Rationale: English Composition II was recorded as tabled at the March 2010 University Senate meeting in the minutes that were approved in April; however, it was approved at the meeting as verified by the Senate secretary’s notations on paper. It is presented here to correct the inconsistency (please note that this is only a portion of the text on the category from the March minutes).

5 Department of Spanish – Course Revisions, Course Title Changes, and Catalog Description Changes

a Course Revisions, Course Title Changes, and Catalog Description Changes

APPROVED

i Current Catalog Description:

SPAN 220 Intermediate Spanish Conversation and Grammar

3c-0l-3cr

Prerequisite: SPAN 201 or equivalent

Intensive work on oral communication skills with emphasis on vocabulary building, pronunciation, discourse strategies, and grammar review.

Proposed Catalog Description:

SPAN 220 Intermediate Spanish Conversation

3c-0l-3cr

Prerequisites: SPAN 201 or equivalent

Intensive work on oral communication skills with emphasis on spontaneous interpersonal speaking, discourse strategies, vocabulary building, and pronunciation. Required for all majors and minors.

Rationale: The Department of Spanish wants the primary focus of this course to be on the development of interactive speaking skills and not on the review of grammatical structures. Students take SPAN 220 after having already learned grammatical structures in SPAN 101, 102, and 201, and they need to practice these structures in meaningful communication so that they are acquired. Grammar in SPAN 220 will be interwoven within topics according to the needs of students in the class, and each instructor will determine the degree of review and attention to grammar that might be necessary in order to achieve course objectives. Because extensive time on task is needed to develop oral proficiency in Spanish (i.e., interpersonal speaking ability), the course is being modified to reflect this focus.

ii Current Catalog Description:

SPAN 230 Intermediate Spanish Composition

3c-0l-3cr

Prerequisite: SPAN 220 or equivalent; may be taken concurrently

Intensive practice in written expression in Spanish. Both communicative and structural skills are stressed. Taught in Spanish. Required for all majors and minors. Approved to meet the Liberal Studies requirement for a writing-intensive course for majors.

Proposed Catalog Description:

SPAN 230 Intermediate Spanish Composition and Grammar

3c-0l-3cr

Prerequisites: SPAN 220 or equivalent; may be taken concurrently

Intensive practice in written expression and communication in Spanish together with a grammar review. Taught in Spanish. Required for all majors and minors. Meets Liberal Studies requirement for a writing-intensive course for majors.

Rationale: The course is being revised in order to better address the needs of students who complete SPAN 201 or 220 and enter SPAN 230. Course objectives are revised to reflect the types of writing genres addressed in the course. The review grammar component is being added to enable students to apply the grammatical structures that they learn/review to their writing. Students may take SPAN 220 and 230 concurrently or take 220 prior to 230. The revision of both courses will ensure a closer connection between the two in terms of content and skills practiced. **The Liberal Studies Committee and UWUCC approved the revision to the Department Writing Intensive Approval.**

b Catalog Description Changes

APPROVED

i Current Catalog Description:

SPAN 382-389 Pennsylvania-Valladolid Program 18cr

Prerequisites: SPAN 230 and 260 or permission

Contact chairperson, Department of Spanish. Courses taken in Valladolid include the SPAN 382-389 and SPAN 482 (3cr). Descriptions follow.

Proposed Catalog Description:

SPAN 382-389 Pennsylvania-Valladolid Program 18cr

Prerequisites: SPAN 230 or equivalent or permission

Contact chairperson, Department of Spanish. Courses taken in Valladolid include SPAN 382-389 and SPAN 482 (3cr). Descriptions follow.

ii Current Catalog Description:

SPAN 382 Contemporary Spain 3c-0l-3cr

Prerequisites: SPAN 230 and 260 or permission

Gives a general view of Spain today in the areas of society, economy, and political institutions. (See SPAN 342)

Proposed Catalog Description: 3c-0l-3cr

SPAN 382 Contemporary Spain

Prerequisites: SPAN 230 or equivalent or permission

Gives a general view of Spain today in the areas of society, economy, and political institutions. (See SPAN 342)

iii Current Catalog Description:

SPAN 383 Geography and History of Spain 3c-0l-3cr

Prerequisites: SPAN 230 and 260 or permission

Introduces a panorama of Spanish physical, social, and economic geography, including the recent autonomic division of the country and the communication among the autonomies. Also reviews the history of Spain from the fifteenth century to the present with special emphasis on today's Spanish institutions.

Proposed Catalog Description:

SPAN 383 Geography and History of Spain 3c-0l-3cr

Prerequisites: SPAN 230 or equivalent or permission

Introduces a panorama of Spanish physical, social, and economic geography, including the recent autonomic division of the country and the communication among the autonomies. Also reviews the history of Spain from the fifteenth century to the present with special emphasis on today's Spanish institutions.

iv Current Catalog Description:

SPAN 384 History of Spanish Art

3c-0l-3cr

Prerequisites: SPAN 230 and 260 or permission

Exposure to the richness of art in the Iberian Peninsula and in particular in the area of Madrid and Castilla-Leon. Studies the evolution of Spanish art in history, giving more emphasis to contemporary tendencies.

Proposed Catalog Description:

SPAN 384 History of Spanish Art

3c-0l-3cr

Prerequisites: SPAN 230 or equivalent or permission

Exposure to the richness of art in the Iberian Peninsula and in particular in the area of Madrid and Castilla-Leon. Studies the evolution of Spanish art in history, giving more emphasis to contemporary tendencies.

Rationale: The Department of Spanish determined that students who had taken SPAN 230 or earned credit for its equivalent were sufficiently prepared to take the courses in the Pennsylvania-Valladolid Program. SPAN 230 is a prerequisite for 300-level culture and civilization courses offered by the department on campus.

v Current Catalog Description:

SPAN 385 Survey of Spanish Literature

3c-0l-3cr

Prerequisites: SPAN 230 and 260 or permission

Introduces a general study of Spanish literature from its origin to the present time; students learn to appreciate and analyze the different literary genres. An emphasis on twentieth-century literature.

Proposed Catalog Description:

SPAN 385 Survey of Spanish Literature

3c-0l-3cr

Prerequisites: SPAN 230 or equivalent or permission

Introduces a general study of Spanish literature from its origin to the present time; students learn to appreciate and analyze the different literary genres. An emphasis on twentieth-century literature.

Rationale: The Department of Spanish determined that students who had taken SPAN 230 or earned credit for its equivalent were sufficiently prepared to take the courses in the Pennsylvania-Valladolid Program. The department determined furthermore that there are substantial similarities in content and level between SPAN 260 and SPAN 385, such that the department has decided to allow SPAN 385 to substitute for SPAN 260.

vi Current Catalog Description:

SPAN 389 Theory and Practice of Spanish Language

3c-0l-3cr

Prerequisites: SPAN 230 and 260 or permission

Introduces Spanish syntax, morphology, and the Spanish language lexicon, as well as familiar and formal conversation and idiomatic expressions used in everyday situations.

Proposed Catalog Description:

SPAN 389 Theory and Practice of Spanish Language

3c-0l-3cr

Prerequisites: SPAN 230 or equivalent or permission

Introduces Spanish syntax, morphology, and the Spanish language lexicon, as well as familiar and formal conversation and idiomatic expressions used in everyday situations.

Rationale: The Department of Spanish determined that students who had taken SPAN 230 or earned credit for its equivalent were sufficiently prepared to take this course in the Pennsylvania-Valladolid Program.

6 Department of Communications Media – New Certificate

APPROVED

a Catalog Description:

Communications Media Certificate in Photography and Digital Imaging

For students who wish to obtain inclusive training in digital photography, image optimization, and display. This 18-credit program certificate will require students to take five three-credit core courses and an additional three credits of electives. Completion of the Certificate will help prepare students for positions in many fields where knowledge of photography and digital imaging is required. Majors from other departments will be able to declare a Communications Media minor along with receiving the certificate.

Communications Media Certificate in Photography and Digital Imaging **18**

Core Courses: **15**

COMM 101	Communications Media in American Society	3cr
COMM 271	Beginning Photography	3cr
COMM 371	Photography II: The Print	3cr
COMM 374	Documentary Photography	3cr
COMM 471	Electronic Imaging	3cr

Electives: **3**

COMM 151	Basic Lighting for Still and Motion Imagery	1cr
COMM 201	Internet and Multimedia	3cr
COMM 240	Communications Graphics	3cr
COMM 251	Television Production	3cr
COMM 335	Communications Consulting and Project Management	3cr
COMM 390	Practicum in Communications	1- 3cr
COMM 408	Media Field Studies	3cr
COMM 440	Multimedia Production	3cr
COMM 481	Special Topics	1- 3cr

Rationale: The purpose of the proposed Communications Media Certificate in Photography and Digital Imaging (CPDI) is to train individuals in specialized photography and digital imaging skills to meet growing career opportunities in the local and national markets. Fields that hire individuals with such skills include not only photographic areas, but also architecture, advertising, marketing, web development, medicine, forensics, sports, video game development, the travel industry, public relations, and a host of other fields. The proposed CPDI includes existing courses only and does not involve any new courses. It does not require any new resources or additional faculty. The proposed CPDI represents a novel way to package existing courses that makes those courses more attractive to students.

7 Department of Computer Science – Course Revision and Catalog Description Change

APPROVED

Current Catalog Description:

COSC 341 Introduction to Database Management Systems **3c-0l-3cr**

Prerequisites: COSC 110 or permission of instructor

Study of database concepts. Detailed study of information concepts and the realization of those concepts using the relational data model. Practical experience gained designing and constructing data models and using SQL to interface to both multi-user DBMS packages and to desktop DBMS packages.

Proposed Catalog Description:

COSC 341 Introduction to Database Management Systems **3c-0l-3cr**

Prerequisites: COSC 110 and 210

Provides fundamental knowledge of, and practical experience with, database concepts. Includes study of information concepts and the realization of those concepts using the relational data model. Practical experience gained designing and constructing data models and using SQL to interface to both multi-user DBMS packages and to desktop DBMS packages.

Rationale: Given the adoption of a 50 minute time period, there is insufficient time to cover all content on the old syllabus. The content removed has not been covered in the last four semesters. While the removed content has value, it is not needed in meeting the current Computer Science program objectives. There are no subsequent courses that are dependent on the removed content. Portions of the removed content may be considered for inclusion in a new course positioned as an upper level elective. Security has become a growing concern in software industry and within databases. Adding discussions of security at appropriate points in

the course will strengthen the value of this course as well as the overall program. Also, the addition of security will strengthen our position as an NSA Center of Academic Excellence. A previous course revision removed the prerequisite COSC 310 without replacing it with COSC 210, the prerequisite of COSC 310. While the removal of COSC 310 was correct, it was intended to be replaced with COSC 210. COSC 210 is now added. The “or permission of instructor” was also in error as this referred to COSC 310. A letter of support from the MIS Department has now been received.

8 Department of Biology – Program Deletion, Minor Deletion, Course Deletions, New Course, Catalog Description Changes, Program Catalog Description Change, New Track
APPROVED

a Bachelor of Science--Environmental Health Science is to be deleted

Rationale: The B.S. in Environmental Health Science is being revised to a B.S. in Biology/Environmental Health Track.

b Minor--Environmental Health Science is to be deleted

Rationale: The B.S. in Environmental Health Science is being revised to a B.S. in Biology /Environmental Health Track. Therefore, students will minor in Biology rather than in Environmental Health.

c Course Deletions:

- i ENVH 221 Environmental Health and Protection I**
- ii ENVH 222 Environmental Health and Protection II**
- iii ENVH 270 Food Protection and Safety**
- iv ENVH 281 Special Topics**
- v ENVH 310 Applied Entomology and Zoonoses**
- vi ENVH 323 Introduction to Toxicology and Risk Assessment**
- vii ENVH 456 Ecological Toxicology**
- viii ENVH 460 Fundamentals of Environmental Epidemiology**
- ix ENVH 481 Special Topics**
- x ENVH 482 Independent Study**

d New Course:

BIOL 221 Environmental Health and Protection

3c-3l-4cr

Prerequisites: BIOL 104 or 112; CHEM 102 or 112 or 114

A survey of indoor and outdoor environmental health hazards. Hazards are addressed from the standpoint of their source and nature, human health effects, measurement and control, and management.

Rationale: BIOL 221 will replace ENVH 221 and ENVH 222 which were core courses in the B.S. in Environmental Health Science curriculum, which is being revised to a B.S. in

Biology / Environmental Health Track. Proposals are being submitted to delete ENVH 221, ENVH 222 and the B.S. in Environmental Health Science degree program, and to create a B.S. in Biology/Environmental Health Track.

e Catalog Description Changes:

i Current Catalog Description:

BIOL 270 Food Protection and Safety **2c-3l-3cr**

Prerequisites: BIOL 103 or 105 or 111; CHEM 101 and 102 or CHEM 111 or 112; or instructor permission

Provides an understanding of factors that influence the safety and wholesomeness of food from farm to table. Examines food sanitation and consumer protection standards. Not for Biology, Biochemistry, or Natural Science majors. (Also offered as ENVH 270; may not be taken for duplicate credit).

Proposed Catalog Description:

BIOL 270 Food Protection and Safety **2c-3l-3cr**

Prerequisites: BIOL 103 or 105 or 111; CHEM 101 and 102 or CHEM 111 or 112; or instructor permission

Provides an understanding of factors that influence the safety and wholesomeness of food from farm to table. Examines food sanitation and consumer protection standards. Not for Biology (except for Environmental Health Track), Biochemistry, or Natural Science majors.

ii Current Catalog Description:

BIOL 310 Applied Entomology and Zoonoses **2c-3l-3cr**

Prerequisite: BIOL 220 or permission

A study of the measures for abatement or control of arthropods, rodents, birds, and other disease vectors of public importance; selection, chemistry, formulation, and safe application of insecticides, rodenticides, and fumigants; pesticing equipment; application of biological and other measures of control. (Also offered as ENVH 310; may not be taken for duplicate credit)

Proposed Catalog Description:

BIOL 310 Applied Entomology and Zoonoses **2c-3l-3cr**

Prerequisite: BIOL 220 or permission

A study of the measures for abatement or control of arthropods, rodents, birds, and other disease vectors of public importance; selection, chemistry, formulation, and safe application of insecticides, rodenticides, and fumigants; pesticing equipment; application of biological and other measures of control.

iii Current Catalog Description:

BIOL 323 Introduction to Toxicology and Risk Assessment **3c-0l-3cr**

Prerequisites: BIOL 104 or 112, CHEM 102 or 112; or permission

Study of uptake, distribution, metabolism, and excretion of environmental chemicals; mechanisms of their toxicity; and their effects on major organ systems. Knowledge of these topics is applied to risk assessment procedures. (Also offered as ENVH 323; may not be taken for duplicate credit)

Proposed Catalog Description:

BIOL 323 Introduction to Toxicology and Risk Assessment **3c-0l-3cr**

Prerequisites: BIOL 104 or 112, CHEM 102 or 112; or permission

Study of uptake, distribution, metabolism, and excretion of environmental chemicals; mechanisms of their toxicity; and their effects on major organ systems. Knowledge of these topics is applied to risk assessment procedures.

iv Current Catalog Description:

BIOL 456 Ecological Toxicology **2c-3l-3cr**

Prerequisites: BIOL 112, CHEM 112

A study of the impact of chemical pollutants and other stresses on non-human biological systems from the subcellular to ecosystem levels. An ecological risk assessment is conducted in the field and laboratory settings. (Also offered as BIOL 456; may not be taken for duplicate credit)

Proposed Catalog Description:

BIOL 456 Ecological Toxicology **2c-3l-3cr**

Prerequisites: BIOL 112, CHEM 112

A study of the impact of chemical pollutants and other stresses on non-human biological systems from the subcellular to ecosystem levels. An ecological risk assessment is conducted in the field and laboratory settings.

Rationale: The B.S. in Environmental Health is being converted to a B.S. in Biology/Environmental Health Track and all ENVH courses are being deleted. The ENVH cross-listing notation is being deleted.

f Bachelor of Science – Biology/Environmental Health Track – Catalog Description:

Students electing the Bachelor of Science degree with an emphasis in Environmental Health will take the core Biology courses and a collection of upper-division courses that focus on environmental factors impacting human health. In addition, students will elect technical courses offered by other departments that provide analytical and problem-solving skills to identify, evaluate and manage these factors. This track will prepare students for employment as environmental health specialists and practitioners in industry, government and academia and for entry into graduate school programs in environmental and public health.

g Bachelor of Science–Biology/Environmental Health Track – New Program**APPROVED****Liberal Studies:** As outlined in Liberal Studies section with the following specifications: 48**Mathematics:** MATH 121**Natural Science:** CHEM 111-112**Social Science:** ECON 101, PSYC 101 or SOC 151, non-western culture required**Liberal Studies Electives:** 3cr, BTED/COSC/IFMG 101, no courses with BIOL prefix**Major: Required Courses** 40**Biology Core Courses:**

BIOL 111 Principles of Biology I 4cr

BIOL 112 Principles of Biology II 4cr

BIOL 210 Botany 3cr

BIOL 220 General Zoology 3cr

BIOL 250 Principles of Microbiology 3cr

BIOL 263 Genetics 3cr

Additional Required Biology Courses:

BIOL 151 Human Physiology 4cr

BIOL 221 Environmental Health and Protection 4cr

BIOL 323 Introduction to Toxicology and Risk Assessment 3cr

BIOL 460 Fundamentals of Environmental Epidemiology 3cr

Controlled Biology Electives: (1) 6cr

BIOL 262, 270, 310, 363, 466, 476, 481, 482, 483, 484, 493

Other Requirements: 24

CHEM 231 Organic Chemistry I 4cr

CHEM 351 Biochemistry 4cr

MATH 216 Probability and Statistics for Natural Sciences 3cr

PHYS 111 Physics I Lecture 3cr

PHYS 121 Physics I Lab 1cr

Ancillary Science and Technical Electives: 9cr

CHEM: 232, 323

GEOG/RGPL: 415, 417, GEOG: 419, 425

GEOS: 201, 202, 312, 313

MATH: 122

PHYS: 112 and 122

SAFE: 330, 430

Other Requirements: 0-6

Foreign Language Intermediate Level (2) 0-6cr

Free Electives: (3) 2-8**Total Degree Requirements:** 120

- (1) No more than 6cr total from Independent Study, Special Topics, or Internship applies to major; excess applied as free electives.
- (2) Two courses beyond placement or intermediate level. Foreign Language course may count as Liberal Studies Elective (see Liberal Studies section). In lieu of a foreign language the student may elect to take a sequence of courses in either Computer Science, exclusive of COSC 101 (COSC 110 and 210 recommended), or Geography/Regional Planning (from the following: GEOG/RGPL 213, 314, 316 or 415).
- (3) Recommended free electives: MGMT 310; PLSC 250, 370; SAFE 101, 220, 410.

Rationale: The B.S. in Biology/Environmental Health Track will replace our existing B.S. in Environmental Health Science. This change is needed to better serve more of our Biology majors. The B.S. in Environmental Health Science curriculum was revised in spring 2003 to meet accreditation standards of the Environmental Health Science and Protection Accreditation Council (EHAC), and by doing so train sanitarians for jobs in local, state and federal health departments. The Environmental Health Science Program was accredited by EHAC in spring 2004. Since becoming accredited, enrollment in the Program has remained steady with an average of thirteen majors, but has not grown. In contrast, enrollment in BIOL/ENVH 323 Introduction to Toxicology and Risk Assessment this spring 2009 semester is thirty-five, and in BIOL/ENVH last spring 2008 semester was twenty-three, indicating a stronger interest in environmental health courses than the major. In addition, meeting accreditation standards has restricted the number of health-related biology courses that environmental health majors can take because courses such as medical microbiology, parasitology and virology are not technical areas recognized by EHAC. Also, Environmental Health Science majors have been excluded from the research-based Biology Department Honors Program due to the constraints of a 120 credit program. Although the proposed Track will not be eligible for EHAC accreditation, it will still serve students interested in careers as environmental health specialists and practitioners because government agencies and industry in Pennsylvania do not recognize EHAC accreditation. Moreover, the proposed track will allow students interested in environmental health more in depth study of biological health hazards, will be attractive to students in the growing health-related professions such as pre-med who are interested in public health, and will better prepare students interested in graduate school through the Biology Department Honors Program.

University Wide Graduate Committee (Senator Piper)

FOR ACTION

1. NEW DUAL-LISTED COURSE

APPROVED

Course Name: Terrorism

3c-01-3sh

Course Number: CRIM 744 / PLSC 744

Title of Program: Master of Arts

Sponsoring Program: Criminology and Political Science

Catalog Description: An in-depth study of the legal and international issues that the U.S. faces in response to combating international terrorism. Emphasis is placed on identifying causes of terrorism and the most plausible threats; terrorist networks, their commonalities and differences, and the difficulty in countering; and determining appropriate responses, to include political and legal implications, threat analysis, physical security, and target hardening.

Prerequisites: Enrolled in CRIM or PLSC graduate program, or permission of instructor.

Rationale: As an elective course, for both the Master of Arts in Public Affairs and the Master of Arts and Doctor of Philosophy in Criminology, this course will assist students in developing the skills and knowledge to make informed policy decisions related to international development, comparative justice, homeland security, and other areas where domestic and international terrorism could impact decision making. It is anticipated that the course will be offered as a maximum once a year, as an elective, as either PLSC 744 or CRIM 744, with graduate students from both departments being eligible to enroll; students not enrolled in either the Master of Arts in Public Affairs or the Master of Arts or Doctor of Philosophy in Criminology can enroll in this course with the permission of the course instructor and approval from their department's Graduate Coordinator or Chair.

2. NEW DUAL-LEVEL COURSE

APPROVED

Course Name: Intelligence Process and Policy

3c-01-3sh

Course Number: PLSC 565

Title of Program: Masters of Arts in Public Administration

Sponsoring Department: Political Science

Catalog Description: Demystifies intelligence and focuses on the critical thinking and intellectual skills the process of intelligence requires to provide government, private, and non-profit decision makers with useful information upon which to base sound decisions: collecting, analyzing, and providing data to those decision makers. Students will also examine the impact of the structure and role of the intelligence community in formulating U.S. national security policy.

Prerequisites: None

Rationale: PLSC 465/565 – Intelligence Process and Policy is a controlled elective for the Crisis/Emergency Management field concentration of the proposed revision to the Masters of Arts in Public Administration and an additional elective for International Security track in the proposed revision of the Bachelor of Arts in International Studies program. Further, the intelligence process reinforces the academic research methodology process and better

grounds both undergraduate and graduate students with the ability to produce critical, logically derived, empirically substantiated results to conceptual requirements. As such, the course offers a way to provide additional practice for an important skill in a different and applied, environment. Further, the course provides the student with an introduction to a currently undermanned career field and an emerging academic discipline with functional working groups in the two major professional organizations in political science: the American Political Science Association and the International Studies Association (Monaghan, Peter, "Field Report: Intelligence Studies," The Chronicle of Higher Education, March 20, 2009).

3. MINOR VARIATIONS TO AN EXISTING PROGRAM

APPROVED

Program Revision for: Master of Fine Arts

Sponsoring Department: Art

Catalog Start Term: Summer 2011

Brief Summary of the Rationale for the Minor Program Revision

- A number of admission requirements are changed to update and streamline admission procedures.
- The term "dual level" is deleted from the degree program curricular description in the catalog to be consistent with practice across departments.
- ART 620 Art and Visual Culture will replace ARHI 682 Graduate Seminar in Art History. Content of the new course is more applicable to students' personal research and more closely aligned with student interest. This course will be required for both the M.A and the M.F.A. degrees thus providing the critical mass necessary to efficiently deliver the course.

Summary of Proposed Changes

Admission Changes

Current		Proposed	
<i>Admission Requirements</i>		<i>Admission Requirements</i>	
Individuals seeking admission to the graduate study within the Department of Art must meet the general admission standards and adhere to academic policies established by the School of Graduate Studies and Research at IUP. These specific policies are described in the Graduate Catalog.		Individuals seeking admission to the graduate study within the Department of Art must meet the general admission standards and adhere to academic policies established by the School of Graduate Studies and Research at IUP. These specific policies are described in the Graduate Catalog.	
An applicant must either be a graduate of an accredited B.F.A., B.A., or be judged to possess the necessary prerequisite studio proficiency. Admission into the M.A. or M.F.A. program of the Department of Art is based on the nature, extent, and quality of the preparation in studio, art history, criticism, and other academic subjects. If an applicant is deemed to be deficient in any of these particular areas, the graduate committee may require satisfactory completion of certain undergraduate courses.		An applicant must either be a graduate of an accredited B.F.A., B.A., or B.S.E.D. in Art Education (appropriate for M.A. Degree only) or be judged to possess the necessary prerequisite studio proficiency. Admission into the M.A. or M.F.A. program of the Department of Art is based on the nature, extent, and quality of the preparation in studio, art history, criticism, and other academic subjects. If an applicant is deemed to be deficient in any of these particular areas, the graduate committee may require satisfactory completion of certain undergraduate courses.	
<i>Application for Admission</i>		<i>Application for Admission</i>	
1. Application Form and Fee 2. Official Transcripts – include all undergraduate/graduate course work 3. Resume 4. Artist/Goal Statement (one page) articulating the subject matter and artistic content of the applicants work as well as professional goals. 5. Three letters of Recommendation -These letters should be written by professional artists or educators in the arts with whom the applicant has recently studied or worked and who can assess the applicant's studio and scholastic competencies.		1. Application Form and Fee 2. Official Transcripts – include all undergraduate/graduate course work 3. Resume 4. Artist/Goal Statement (one page) articulating the subject matter and artistic content of the applicants work as well as professional goals. 5. Two letters of Recommendation -These letters should be written by professional artists or educators in the arts with whom the applicant has recently studied or worked and who can assess the applicant's studio and scholastic competencies. 6. Digital Portfolio - Twenty images representing the applicant's professional artistic work. Each image should be numbered and identified by medium, size, and date of completion. Please limit jpegs to 1200x1600 ppi	
<i>To the Department of Art:</i>			
1. <u>Slide or CD Portfolio – Twenty images representing the applicant's professional artistic work. Each image should be identified by its number, medium, size, and date of completion. Slides should be contained in a plastic sheet should also be included, identifying each image by its number, title of work, medium, size, and date of completion. Please limit jpegs to 400x800 ppi.</u> 2. <u>Photocopy of transcript</u> 3. <u>Photocopy of letter of intent</u>			
<i>Application Deadlines</i>		<i>Application Deadlines</i>	
All of the application materials must be received by the School of Graduate Studies and Research before a review of materials can take place.		All of the application materials must be received by the School of Graduate Studies and Research before a review of materials can take place. Students seeking assistantships must apply by the February 15 deadline for priority consideration. Applications are accepted for:	
		• Summer only admission to M.A. program • Fall admission to M.F.A. program	
<i>The Department of Art requires</i>		<i>The Department of Art requires</i>	
1. First fall admission consideration and applications for assistantships	February 15	1. First admission consideration and applications for assistantships	February 15
2. Final Fall Admission consideration	<u>May 1</u>	2. Final Admission consideration	April 15
<u>Please allow ample time for materials to arrive at IUP. If any are missing, the applicant will not be reviewed. Please note dates are not postmarked dates. Students seeking assistantships must apply by the March 15 deadline (for priority consideration, submit no later than February 15).</u>			

Curriculum Changes

I Required Courses (45 cr.)			I. Required Courses (45 cr.)		
Major Studio Concentration (Dual Level) ¹		21 cr.	Major Studio Concentration ¹		21 cr.
Minor Studio Concentration (Dual Level) ¹		9 cr.	Minor Studio Concentration ¹		9 cr.
ART 680	Graduate Studio Critique ²	9 cr.	ART 680	Graduate Studio Critique ²	9 cr.
	(counted towards major credits)			(counted towards major credits)	
ART 680	Graduate Studio Critique ²	3 cr.	ART 680	Graduate Studio Critique ²	3 cr.
	(counted towards minor credits)			(counted towards minor credits)	
ART 615	Art Seminar	3 cr.	ART 615	Art Seminar	3 cr.
II. Art History (6 cr.)			II. Studies in Visual Culture and Art History (6 cr.)		
ARHI 682	Graduate Seminar in Art History	3 cr.	ART 620	Art and Visual Culture	3 cr.
ARHI 683	Graduate Seminar in Theory and Criticism	3 cr.	ARHI 683	Graduate Seminar in Theory and Criticism	3 cr.
III. Graduate-Level Electives (6 cr.) ²			III. Graduate-Level Electives (6 cr.) ²		
IV. Thesis Requirements (3 cr.)			IV. Thesis Requirements (3 cr.)		
ART 795	M.F.A. Thesis/Exhibition	3 cr.	ART 795	M.F.A. Thesis/Exhibition	3 cr.
Total		60 cr.	Total		60 cr.
¹ Graduate Studio Courses (Dual Level) that can count towards the major and minor studio concentration are:			¹ Graduate Studio Courses that can count towards the major and minor studio concentration are:		
ART 557	Graduate Studio in Print Media		ART 557	Graduate Studio in Print Media	
ART 559	Graduate Studio in Fibers		ART 559	Graduate Studio in Fibers	
ART 560	Graduate Studio in Jewelry and Metal Work		ART 560	Graduate Studio in Jewelry and Metal Work	
ART 572	Graduate Studio in Ceramics		ART 572	Graduate Studio in Ceramics	
ART 573	Graduate Studio in Sculpture		ART 573	Graduate Studio in Sculpture	
ART 574	Graduate Studio in Oil Painting		ART 574	Graduate Studio in Oil Painting	
ART 575	Graduate Studio in Drawing		ART 575	Graduate Studio in Drawing	
ART 576	Graduate Studio in Woodworking		ART 576	Graduate Studio in Woodworking	
² Nine transfer credits will be accepted from the Academy of Fine Arts, University of Zagreb, successfully earned as part of the College of Fine Arts' specific international exchange program and will be applied to graduate-Level Electives (6 cr.) and ART 680 Graduate Studio Critique course requirements.			² Nine transfer credits will be accepted from the Academy of Fine Arts, University of Zagreb, successfully earned as part of the College of Fine Arts' specific international exchange program and will be applied to graduate-Level Electives (6 cr.) and ART 680 Graduate Studio Critique course requirements.		

CATALOG DESCRIPTION

Master of Fine Arts

The 60-credit M.F.A. signals the highest level of professional competence in the Fine Arts. It requires the development of a verbally and visually articulate argument in a chosen medium, such as Painting, Drawing, Sculpture, Print Media, Metals, Woodworking, Ceramics, Fibers, and trans-media collaborations. The art student's research and development culminate in a written thesis and a mature body of artwork presented in a thesis exhibition. Art students who desire professional practice or university/college level teaching upon graduation should choose the M.F.A. program. Preparation for professional practice and teaching in higher education is exercised through rigorous, diverse components of the program such as critiques, studies in contemporary culture in the contexts of art history, art theory and criticism.

The M.A. and M.F.A. degree programs at IUP are accredited by the National Association of Schools of Art and Design and conform to guidelines and standards of the College Art Association.

<i>Admission Requirements</i>	
Individuals seeking admission to the graduate study within the Department of Art must meet the general admission standards and adhere to academic policies established by the School of Graduate Studies and Research at IUP. These specific policies are described in the Graduate Catalog. An applicant must either be a graduate of an accredited B.F.A., B.A., or B.S.E.D. in Art Education (appropriate for M.A. applicants only) or be judged to possess the necessary prerequisite studio proficiency. Admission into the M.A. or M.F.A. program of the Department of Art is based on the nature, extent, and quality of the preparation in studio, art history, criticism, and other academic subjects. If an applicant is deemed to be deficient in any of these particular areas, the graduate committee may require satisfactory completion of certain undergraduate courses.	
<i>Application for Admission</i>	
1. Application Form and Fee 2. Official Transcripts – include all undergraduate/graduate course work 3. Resume 4. Artist/Goal Statement (one page) articulating the subject matter and artistic content of the applicants work as well as professional goals. 5. Two letters of Recommendation -These letters should be written by professional artists or educators in the arts with whom the applicant has recently studied or worked and who can assess the applicant's studio and scholastic competencies. 6. CD Portfolio - Twenty images representing the applicant's professional artistic work. Each image should be numbered and identified by medium, size, and date of completion. Please limit jpegs to 1200x1600 ppi	
<i>Application Deadlines</i>	
All of the application materials must be received by the School of Graduate Studies and Research before a review of materials can take place. Students seeking assistantships must apply by the February 15 deadline for priority consideration. Applications are accepted for: • Summer only admission to M.A. program • Fall admission to M.F.A. program	
<i>The Department of Art requires:</i>	
1. First admission consideration and applications for assistantships	February 15
2. Final admission consideration	April 15

I. Required Courses (45 cr.)		
Major Studio Concentration ¹		21 cr.
Minor Studio Concentration ¹		9 cr.
ART 680	Graduate Studio Critique ²	
	(counted towards major credits)	9 cr.
ART 680	Graduate Studio Critique ²	
	(counted towards minor credits)	3 cr.
ART 615	Art Seminar	3 cr.
II. Studies in Visual Culture and Art History (6 cr.)		
ART 620	Art and Visual Culture	3 cr.
ARHI 683	Graduate Seminar in Theory and Criticism	3 cr.
III. Graduate-Level Electives (6 cr.)²		
IV. Thesis Requirements (3 cr.)		
ART 795	M.F.A. Thesis/Exhibition	3 cr.
Total		60 cr.
^{1.} Graduate Studio Courses that can count towards the major and minor studio concentration are:		
ART 557	Graduate Studio in Print Media	
ART 559	Graduate Studio in Fibers	
ART 560	Graduate Studio in Jewelry and Metal Work	
ART 572	Graduate Studio in Ceramics	
ART 573	Graduate Studio in Sculpture	
ART 574	Graduate Studio in Oil Painting	
ART 575	Graduate Studio in Drawing	
ART 576	Graduate Studio in Woodworking	
^{2.} Nine transfer credits will be accepted from the Academy of Fine Arts, University of Zagreb, successfully earned as part of the College of Fine Arts' specific international exchange program and will be applied to Graduate-Level Electives (6 cr.) and ART 680 Graduate Studio Critique course requirements.		

Research Committee (Senator Bonach)

The committee met on February 1, 2011.

There were 21 USRC Small Grant proposals and 17 proposals were funded totaling \$16,550.00.

The next USRC committee meeting will be on March 1, 2011 at 3:15 pm in 301 Stright Hall.

Guth, Lorraine

Guth, Lorraine

Lewis, Jonathan

Marshak, Laura

Newell, Lisa & Knight Laura

Taylor, John

Belch, Holley

Briscoe, Roger

Bruno, Michelle

Collins, Zach

Helterbran, Valeri

Laverick, DeAnna

Lowery, John Wesley

Park, Gloria

Reardon, Margaret

Rieg, Sue

Sweeny, Robert

Student Affairs Committee (Senator Colen)

Our committee met on February 1, 2011. We will meet again on Tuesday, March 1, at 3:30 pm in the HUB Conemaugh Room.

1. Senator Colen received the below request from Senator Jose E. Rivera:

Dear senate committee chairperson. I am writing you on behalf of the Rules committee. As you are probably well aware, the consultative role of the senate with respect to certain actions and policies taken at IUP over the years has been an issue of debate. The Rules committee has decided to create a "senate business flowchart" to inform members of the university community of the role of the Senate and the various committees; and to better identify matters that are under the purview of the senate. We envision this flowchart as something that can be used to educate/guide/remind all members of the IUP community of matters that must come before the senate for consultation. We are asking Senate committees to submit to the Rules committee a bulleted list of matters that they consider are under the purview of that committee. Although the bylaws state the functions of each committee, we want to involve each of you in the creation of this document in order to provide added detail to what is addressed in the bylaws. While you should refer to the committee functions that are stated in the bylaws, we would like you to consider them as a starting point. Please include all matters that your committee considers within its purview, preferably in as few words as possible.

The committee revised its SCOSA Bylaw statement to:

The Senate Committee on Student Affairs shall review/be consulted on all non-instructional policies and issues concerning student affairs, such as housing, dining, health services, disciplinary matters, and the co-curricular programs of the University.

This decision was forwarded to the Rules Committee.

2. The committee reviewed the *Missing Residential Student Notification Policy* on 2-1-11 and voted unanimously to accept it with the proposed revision:

*Conclude Section VIII with: **as communicated to the University Senate.***

The committee makes a motion for the Senate to accept the policy. (Addendum 1)

3. Senator Bivens, representing Student Government Association, reported:
 - Working through the Co-op, SGA was instrumental in getting new equipment in the Fitness Center.
 - Working through the ESF Committee, SGA was instrumental in getting \$40,000 allocated to WIUP-TV for new equipment.
 - SGA was active in selecting the vendor to provide signage for the campus.
 - President and Vice President candidate nominations are due 2/17 with the voting to occur in April.

- SGA would like to see Alumni Relations attend a SCOSA meeting to discuss creating an Alumni Database for networking.
 - February 15th is tentatively the date for PASSHE Advocacy Training.
4. On behalf of Graduate Student Assembly, Dr. Luckey shared that the School of Graduate Studies and Research has a new “virtual orientation” program on its website.
 5. Senator Luckey announced the first flight of the BEAK; CORE and NSSE Surveys to be conducted in February, Dining Consultation planned, new personnel in Football, proposed fees to be considered by the Council of Trustees at its March 3, 2011 meeting.
 6. Senator Appolonia described the process used to address weather concerns.
 7. Senator Bivens requested that SCOSA consider requesting Kate Linder to address the development of a pool of students to serve as advocates for students being adjudicated through Student Conduct.

Addendum 1

IUP Safety and Security Brochure 2010-2011

Missing Residential Student Notification Policy

APPROVED

- I. **PURPOSE:**
The purpose of this policy is to respond to missing residential student alerts in a timely manner.
- II. **SCOPE:**
While the scope of policy and procedures is directed primarily to the Student Affairs Division and IUP Police Department, all members of the university community, students, faculty, staff, and administrators, are encouraged to report to University Police when they believe that a student is missing.
- III. **OBJECTIVE:**
The objectives of the Residential Missing Student Policy include the following:
 - Clearly define the reporting protocol when a residential student is presumed missing
 - Announce reporting requirements
 - Establish procedures for implementing the policy
- IV. **POLICY:**
As required by the Higher Education Opportunity Act, and consistent with IUP’s commitment to student safety, this policy establishes notification procedures in the event that a residential student is presumed missing.
- V. **DEFINITIONS:**
 - A. Residential Student: a person who resides in on-campus housing, has a signed housing contract, and is currently enrolled at the university.
 - B. Missing: a residential student is presumed missing if s/he is unaccounted for more than 24 hours.
 - C. University Members: all IUP faculty, staff, clerical personnel, administrators, and students.
 - D. Authorized Campus Officials: President, all Vice Presidents, and/or their designees.

VI. RESPONSIBILITIES:

- A. The IUP Police Department will:
 - Provide notification of this policy in the Annual Safety and Security Brochure;
 - Inform through e-mail residential students at the start of every academic semester of the option of registering through URSA, a confidential contact person, to be notified if a student is presumed missing;
 - Publish this policy university-wide through the Annual Safety and Security Brochure;
 - Investigate when a residential student is reported missing, including coordinating with Student Affairs Division personnel; and
 - Initiate emergency contact procedures, including notifying designated confidential contact persons, custodial parents, legal guardians, university officials, and appropriate law enforcement agencies.
- B. The Office of Housing and Residence Life will assist in the communication about and investigation of a student presumed missing by notifying University Police of a missing student and taking action to locate the student.
- C. Residential students are responsible for ensuring that their contact information is current and accurate.

VII. PROCEDURES:

- A. University Police will:
 - Inform residential students at the start of each academic semester via e-mail of the option of registering a confidential contact person, through URSA, to be contacted by the university 24 hours after the time the student is determined to be missing.
 - Inform residential students under the age of 18 and not emancipated that University Police is required to notify custodial parents or legal guardians within 24 hours after the time a student is determined to be missing.
 - Inform appropriate law enforcement agencies within 24 hours after the time that the student is determined missing.
 - Inform university employees, who receive a report that a student is missing, or has independent information that a student is missing, that they should immediately report the information or evidence to the IUP Police Department.
 - Upon receipt of a report of a presumed missing person, notify the Office of Housing and Residence Life, whose staff will determine whether the missing person is a Residential Student.
 - If the student is determined to be missing, contact the relevant outside law enforcement authorities and provide the relevant information.
 - Notify and request assistance of all pertinent law enforcement agencies, including, if known, those operating in the student's normal routes of travel or hometown
 - Notify all law enforcement agencies involved of status reports during the course of the investigation.
 - Encourage the person making the report to report the missing person to local police.
 - Follow General Order governing investigating missing/endangered persons.
- B. IUP Office of Housing and Residence Life staff will:
 - Conduct a preliminary investigation in order to verify the situation and to determine the circumstances which exist relating to the reported missing residential student, including:
 - attempting to contact the student via phone, text message, e-mail;
 - visiting the residential student's room to verify whereabouts and/or wellness, and, in some cases, delivering a message to contact a parent or family member who is searching for them;
 - conducting a health and safety check of the room, if no one answers at the student's residence;
 - gathering information from roommates, suitemates, hallmates, friends, neighbors, etc.;

- checking card access system logs;
 - checking dining usage records;
 - coordinating with the Crisis Assessment and Response Team to determine
 - class attendance
 - participation in university activities, organizations, services (health, counseling, disabled student services)
 - Report findings to University Police for appropriate continued follow-up, as specified in VII.A.
- VIII. **RECISION:**
This policy shall not be rescinded or modified except by action of the IUP President, *following consultation with University Senate as specified in the constitution and bylaws of the University Senate.*
- IX. **PUBLICATION STATEMENTS AND DISTRIBUTION:**
The IUP Office of University Safety will publish and transmit this policy to all members of the university community through the Annual Safety and Security Brochure.

University Development and Finance Committee (Senator Domaracki)

Committee Reports

Parking Committee Report – See Addendum 1.

Budget Report – The fall re-budget is balanced. There will be another re-budget in late February.

Old Business

Project and Facilities updates – Refer to <http://www.iup.edu/facilities/acp> for updates to following lists:

- Active Capital Projects
- Facilities Management Projects

Keith & Leonard – The Department of General Services has hired Astorino & Associates to design the project. The design phase of the project is expected to last about four to six weeks.

Procurement Services: IUP Retention Policy – The Records Retention Policy was revisited by the committee. Confusion exists over the events that transpired at the October Senate Meeting. Senate Chairman Broad contends that the Retention Policy was to be revisited for vote because it was originally brought before the Senate for approval by vote. Development and Finance Chair Domaracki contends that the Retention Policy is “For Information Only” and that a vote of approval is unnecessary. Committee membership suggested that a review of the agendas and meeting minutes of the April 20 and 27, 2010 Senate Meetings take place to determine how the Retention Policy was submitted to the Senate.

A review of the April 20, 2010 Senate agenda shows that, in fact, the Retention Policy was brought to Senate “For Information Only”. Offered as evidence the committee submits the highlighted statement below excerpted from the April 20, 2010 agenda. Further, a review of the minutes from the April 20 and 27th Senate meetings was conducted and no discussion of a vote on the policy, or any aspect of the policy, was evident in the minutes. The minutes did, however, contain the same highlighted statement as below. This statement was very clearly visible at the end of minutes describing the Development and Finance Committee’s report.

How or why a vote was conducted on the policy is, in the opinion of the Development and Finance Committee, unclear and perhaps the result of meeting mismanagement or discussion gone awry. Therefore, in light of a lack of evidence supporting Chairman Broad’s contention that the Retention Policy was originally brought to Senate for vote, and, given that there is clear evidence supporting that the Development and Finance Committee’s only intent was to present the Retention Policy “For Information Only” the Development and Finance Committee respectfully disagrees with Chairman Broad’s request to bring the Retention Policy back to Senate for vote. The committee will stand on its last presentation of the Retention Policy update from the October Senate meeting as “For Information Only”.

*****Excerpt from the April 20, 2010 Agenda**

New Business

Procurement – IUP Files and Records Retention Policy –In compliance with the Right to Know Law, Section 504B4-Policys and Procedures the IUP Retention of University Records Policy Statement is attached For Senate Information. Any comments or questions regarding this policy can be directed to Bob Bowser. See Appendix 4.

Addendum #1

**Parking Advisory Committee Meeting
MINUTES
November 23, 2010**

Minutes were approved from the April 1, 2010 meeting. Recommendations were approved by Vice President of Administration and Finance on April 9, 2010. The recommendations for Pay-N-Display machines, parking maps and signs, Esch lot being renamed to Keith lot, and mechanical meters being removed, and reserving 3 parking spaces for clinic parking, have all been implemented.

New Business:

1. **American Language Institute** – A request was made by Dan Tannacito, Director of the ALI to have a reserved parking space for 1 of their 2 vans near Eicher Hall, instead of at the Robertshaw building. His concern was that they use the vehicle daily and need easier access to them. A suggestion was made to utilize the gravel area near the Coal Pile Lot. Greg Cusimano is going to check with Doug Miller regarding this space.
2. **Parking garage enforcement** – Greg Cusimano addressed the fact the reserved spaces in the parking garage are presenting a problem in regards to evening and weekend admission, and Fisher events. Currently there is not a specified time restraint for enforcement in the parking garage; therefore, those having reserved spaces have the assumption that it is 24/7 enforcement and request vehicle to be towed from their space. Three options were suggested:
 - 1) Set a regulation for those with reserved spaces that enforcement is (7:00am-5 pm/5 days per week)
 - 2) 24 hours a day/5 days a week
 - 3) Eliminate all reserved spaces

The other issue is that currently the cost of a reserved space is \$424 per year. That is less than \$1.50 a day to park in the parking garage. Those who do not have a reserved permit, but wish to park in the garage and use the Pay-by-space machine is paying \$5 a day to park. It was suggested to increase the cost of reserved parking to minimize this huge cost gap. This price increase will also help with the garage maintenance which was \$18,000 for cleaning & resealing last summer. Parking garage is going in red with just reserved spot revenue.

Recommendation is having parking garage enforcement from 7:00am-5:00pm Mon-Fri, and to increase the reserved parking fee to \$500 per year. Motion was made by Lenny Kasubick, Rick White seconded the motion. Unanimous approval. **AWAITING APPROVAL BY VICE-PRESIDENT FOR ADMINISTRATION AND FINANCE.**

3. **Reserved space for Center for Health & Well-Being** – Malinda Cowles requested 4 additional parking spaces at the CHWB. They currently have 3 spaces, and prior to moving to their new location they had 4 spaces. However, as a result of the move they are now sharing spaces with 3 other service departments. With all the services they are providing daily, there is not enough parking to accommodate all the clients.

Recommendation was made to have the 2 graduate assistance spaces moved to 11th Street(Crimson lot) and to make the loading/unloading spaces dual spaces for patients also. Lenny Kasubick said that he would talk to the graduate assistants and Mike Lemasters regarding these changes. A motion was made for this, if all parties agree, by Rick Kutz and Karen Cercone seconded. Unanimous approval. **AWAITING APPROVAL BY VICE-PRESIDENT FOR ADMINISTRATION AND FINANCE.**

4. **Parking for Doctoral Classes** - Dr. Rafoth asked to have Stouffer & Davis lots be reserved specifically for Education Doctoral students on the weekends that were also weekends of home football games. This would take the parking lots out of commission for others attending events that day. The Administration asked that parking be accommodated for these students if possible. It was recommended to have the students parking at R&P or the roof of the parking garage. Dr. Rafoth reputed that this was “unacceptable” for them to park there and walk to their buildings. As a result, the Davis/Stouffer lot was taken out of commission for 2 Saturdays to accommodate this group to park. The PAC agreed that special privileges should not be made to one group over another group.
5. **Eberly Parking Petition**- A petition was signed by faculty/staff members in the Eberly building stating that they do not have anywhere to park in front of their building. They are upset that there were 60 temporary faculty parking spaces were created when IUP purchased the Kovalchick property. However, since construction of the KCAC started, those parking spaces were removed. They are requesting to have 60 spaces added for faculty only in the stadium lot. Greg Cusimano provided the following statistics:

168 F/S/C spaces in the Stadium

153 F/S spaces in the Zink lot

23 F/S spaces in 11th St lot

208 faculty/staff that work in the buildings surrounding these parking lots.

Therefore, there are adequate numbers of F/S parking spaces for them to park. They argue that they want prime parking in front of their building and do not think the students should be entitled to park there. The PAC agreed that special privileges should not be made to one group over another group, and that the students are our customers and they are just as important to this university.

6. **Needs for Disabled** – John Grant, Ph.D. student, brought to the attention of Greg Cusimano and Sam Clutter areas of concern on campus regarding disabled parking spaces and accessibility. Greg and Sam addressed the concerns and made changes so that the university complies with the ADA regulations.
7. **Parking Department Handhelds** – Parking enforcement officers now have new “real time” handhelds. There are no longer time gaps with when a person pays for their space and when it is registered in the handheld. These are also utilized like a cell phone to communicate with the back office. Parking also has updated software in place to prevent credit card theft.
8. **Proposed new Projects** -
 - a. **Pay by license plate** - New system that our machines are capable to use license plate number instead of space number. This would be beneficial in instances when it snows and the snow is covering the parking space number.
 - b. **Pay by phone** – This feature will allow you to set-up an initial parking account to utilize when you want to pay or add time to your parking space by using your cell

phone and entering your license plate number and parking lot designation. This will help eliminate expired parking and parking tickets.

- c. **Parking garage regulation changes** - Addressed above.
- d. **Appeal ticket fee** - When parking tickets are brought up for appeal, there currently is not a fee charged for a hearing before the board. Suggestion was made to implement an appeal fee that if you win, you get fee amount back. This is to cut back on the large number of appeals that have no case, but want to vent. This was tabled until next meeting until all parties have had adequate notice of the changes to the regulations. Emails will be sent out to university regarding the changes in parking.
- e. **Waiting list for T2** - Waiting list for parking garage in the parking system which will automatically issue a permit to the next person on the list when a space becomes available.
- f. **Online payment for reserved parking garage space** – You will be able to pay online with a credit card rather than go to the parking office to pay.

Other New Business

David Lorenzi, from the Parking Review Board, asked if a warning is given to those parked illegally for their first offense or do they automatically receive a ticket. He suggested that this be decided upon and everyone comply with doing the same thing. Also, suggested that on the first day of class everyone be given a warning if parked illegally in lots that are not Pay-by-Space.

The congestion on Grant St. where the meters are still in effect is a major safety concern. Since they belong to the borough, the university is restricted as to what they can do. Sam Clutter wrote a letter to the Borough addressing the concerns. He received a letter back stating the university could buy the meters from the Borough for \$11,000. Sam sent another letter stating the university could not agree to this, and asked for more consideration with the safety concerns of the intersection.

KCAC lot will be able to be used for regular parking except during event days & the evening prior. There is talk that there may be 280 spaces added at the end of the Stadium lot to the retention pond.

Academic Affairs (Senator Dugan)

Next meeting will be held March 1st at 3:30 in the HUB Allegheny Room

Non Credit Committee (Senator Pike)

The next meeting will be held on March 1st at 3:30

University Planning Council (Senator Reilly)

1. Update from fall meeting: President Werner stated that after receiving feedback as requested at the fall meeting the name would remain the same.
2. Enrollment Planning Updates were provided by Jim Begany and Tim Mack
 - a. Undergraduate enrollment

- i. Numbers as of February 4, 2011
 - Up 740 Applications over last year (430 Indiana)
 - Admits up 501 last year
 - SAT mean—Fall 2010 – 1010, Fall 2011 - 997
 - Deposits even
 - Not accepted students up 52%
 - Graduate school up 144 applications
- ii. Applications from Week 19 (Jan 27) have continued to grow from 6,992 for Fall 2006 to 10,759 for Fall 2011
- iii. There has been a change in admit requirement over time
 - Fall 2006 mean SAT 975—Fall 2011 mean SAT is estimated to be 1000
 - Fall 2006 140 students were not accepted—Fall 2011 the number of students not accepted is estimated to be 1,300
- iv. A discussion then followed on the impact of raising the SAT admittance score. Most of the students that do not remain are students that come with SAT scores less than 950
- b. Graduate enrollment
 - i. IUP Graduate Student Data-Fall 2010 The average student is a white female, 32 years old, part-time, and in COEET
 - ii. Plan is to increase graduate enrollment by 2.5% for the next 5 years
 - Update the recruitment practices of programs, new graduate landing pages
 - Marketing of graduate programs, investment of \$150,000 per year all programs
 - Currently working with a marketing company in Pittsburgh and there has already been an increase in inquiries
 - Held “How to Recruit Graduate Students” workshops
 - Since taking over leadership of the Monroeville Center in Jan 2010, have assessed the needs of the area, updated computers, potential for daytime programming
 - Set enrollment targets (Provost)
 - iii. Assumptions:
 - Deans can manage and control both their undergraduate and graduate enrollments—Should not sacrifice one kind of enrollment to handle another.
 - Faculty resources allow for (graduate) enrollment growth—Budget cuts will affect this.
 - IUP ‘buys in’ to graduate enrollment growth and supports – Facilities, Library Services, etc. match growth.
 - iv. Diversify modes of delivery for graduate programs
 - v. Increase No. of Undergraduate IUP Students Entering Our Graduate Programs by 0.5% Each Year
 - vi. Increase Diversity and Mix of Current Students

- vii. Engage all members of the university community to strengthen recruitment and retention efforts
 - viii. Analyze and influence the availability of on-campus housing for graduate students
 - ix. Expand services offered by the Career Development Center to provide a graduate as well as an undergraduate focus
 - x. Enhance services for graduate students
3. Performance Funding—the performance measures are changing this year from 17 to 10. Five are mandatory and five can be selected. Once selected, these variables will remain in effect until 2014. Subcommittees have been set up to examine the choices and a decision will be made from there.
4. The next meeting will be March 17th.