

University Senate Minutes

April 25, 2023

3:45pm – 5:00pm, Eberly Auditorium

- Chairperson Piper called the April 25, 2023 meeting of the University Senate to order at 3:48pm
- Minutes from the April 4, 2023 meeting were **APPROVED**
- Agenda items for the April 25, 2023 meeting were **APPROVED** with the following updates:
The University-Wide Graduate Curriculum Committee pulled the Academic Good Standing policy.

Reports and Announcements

A. President's Report:

- The survey for the Long Range Facilities Master Plan is available. Please take a few minutes to fill it out. There is also an open session for employees tomorrow, Wednesday, April 26, from 1:30-2:15PM in Leonard Hall 225.
- The State System of Higher Education Board of Governors met last Thursday. Key actions included: extending the chancellor's appointment for another five-year term; approving CBA/Memorandum of Understanding with POA and SPFPA; deferring a decision about next year's tuition rate; and approving appointments of new student trustees at several universities, including IUP. Our own vice chair, Shagufta Haque will be the next IUP student trustee, following the current student trustee's, Maura King, graduation.
- In closing, I want to thank you for your hard work this year. Times continue to be challenging for higher education and IUP, but you have stepped up to the challenges and continued to do remarkable things for our students. Thank you.
- Dr. David Piper has announced his retirement. There is a retirement reception to honor him this coming Monday, May 1, from 11:30am-1:30pm, in the Blue Room in Sutton Hall. I take this opportunity to thank Dave for his decades of service to his home university and for his work as University Senate Chair. Congratulations, Mr. Chair, thank you, and best wishes. Please know that your many, many impactful contributions to this great university will continue to bear fruit for years to come.

B. Provost's Report:

It is so nice to see and hear the energy in the room today!

I would like to share my gratitude to everyone. We have had many challenges, but many accomplishments. I appreciate the opportunity to work with each of you. I want to extend my gratitude to Chair Piper for his leadership at Senate and his leadership of the Department of Employment Relations and Health Services Administration.

I have a few announcements:

- The Eberly College of Business dean's search campus visits have been completed. I hope to share information soon about the outcome.
- The College of Education and Communications completed on-campus interviews today. The search committee is summarizing all of the feedback and will be sharing the strengths and weaknesses of each candidate soon.
- The School of Medicine dean's search committee is in the process of gathering applications.
- This afternoon following Senate, there will be two outstanding presentations held at IUP's STEAMSHOP. At 4:30 p.m., Nina Barbuto, our 2023 Future Maker Forum invited speaker. Following Nina's presentation, a reception will be held then at 6:00 p.m., IUP students will be showing off their talents during Design Stars. The students will be judged through a mock reality TV show. Hope that you are available to attend.

FOR INFORMATION:

The Provost has accepted the recommendations for curriculum actions endorsed by the IUP-APSCUF Representative Council at their March 9, 2023 and April 27, 2023 meetings as follows:

From the University-Wide Undergraduate Curriculum Committee:

- 1) New courses
 - HIST 352 – Local and Family History
 - HIST 355 – Topics in Public History
 - COSC 492 – Internship in Management Information Systems
 - UGSS 183 – Strategies for Learning Mathematics
 - SPLP 482 – Service Learning
 - SPLP 493 – Pediatric Internship
 - SPLP 494 – Adult Internship
 - MUSC 360 – Introduction to the Music Industry
 - FDNT 335 – Nutrition, Lifestyle, and Health
 - GEOS 400 – PASSHE Geology Field Course
- 2) Course deletions
 - HIST 355 – African History I: Antiquity to 1600
 - HIST 356 – African History II: 1600 to Present
- 3) The following new certificate was forwarded to the Council of Trustees for final approval:
 - Certificate in Pan-African Studies
- 4) The following new tracks were forwarded to the Council of Trustees for final approval:
 - Track in General Music
 - Track in Music Industry
- 5) The following program revisions were forwarded to the Council of Trustees for final approval:
 - Public History Certificate

- Economics, BA
- Finance, BS
- Mathematics Minor
- Secondary Education, Mathematics Education, BS
- Philosophy, Politics, and Economics Track
- Religious Studies Minor
- Biomedical Science Minor
- Ecology, Conservation, and Evolutionary Biology, BS
- Biology, BA
- Speech-Language Pathology, BS
- Food and Health Track (includes title change)
- Dietetics Track
- Political Science, BS
- Homeland Security Track, Political Science, BS
- Pre-Law Track, Political Science, BS
- Homeland Security Minor, Political Science

6) The following programs are being placed in moratorium:

- Foreign Language Certificate in Japanese
- Secondary Education, English Education, BS
- Pan-African Studies Minor

From the University-Wide Graduate Curriculum Committee:

1) New courses

- EDEX 786 – Practicum and Internship: Mild
- MAED 513 – Methods for Teaching Mathematics
- CRIM 740 – Criminal Justice Policy
- MKTG 549 – Digital Marketing Analytics
- MAED 513 – Methods for Teaching Mathematics
- NURS 750 – Advanced Statistical Applications for Nursing and Healthcare
- SAFE 501 – Laboratory Biosafety and Biosecurity
- SAFE 502 – Biological Risk Assessment and Regulatory Compliance
- FIN 515 – Financial Analysis using Electronic Spreadsheets

2) The following new certificates were forwarded to the Council of Trustees for final approval:

- Certificate in Mathematics Education
- Certificate in Biorisk Management

3) The following program revisions were forwarded to the Council of Trustees for final approval:

- Clinical Psychology, PsyD
- Applied Archaeology, MA
- Media and Communication Studies, PhD
- Criminology, MA
- Human Resources and Employment Relations, MA
- Health Services Administration, MS

- Health & Physical Education/Teacher Education, MEd (includes title change)
- Track in Exercise Science, Sports Science, MS (includes Variability of Delivery)
- Nursing, PhD
- Nursing PhD/DNP to PhD Pathway
- Curriculum and Instruction, DEd

4) The following programs are being placed in moratorium:

- Administration and Leadership Studies, DEd
- Administration and Leadership Studies, PhD
- Criminology and Criminal Justice, PhD

In response to the Senate recommendations from the April 4, 2023, meeting, I accept the following:

- 1) Undergraduate/Graduate policy change as follows:
 - a. Eligibility and Application for Graduation
- 2) Undergraduate Policies as follows:
 - a. IUP Policy for Enrolled Students Called to Active Military Service
 - b. Course Repeat Policy

C. Chair's Report:

- This is my last meeting Senate meeting after having served for 8 years as the Chair. Thank you to Secretary Racchini for her service as Senate Secretary for the last 4 years and all of the committee chairs and co-chairs.
- Throughout my 18 years of service on Senate, some of my most significant accomplishments include transitioning the Senate to Zoom during COVID and implementing the dual enrollment and early admissions policies when I chaired the University-Wide Graduate Curriculum Committee. This work embodies shared governance and impact that it can have at IUP.
- Senate can be used as a tool to make IUP the best that it can be. My advice includes consulting all constituents before making a decision and using fairness in the decision-making process. We all need to work together for the common good.
- In doing so, please remember what it was like to be a student!
 - President Driscoll, remember what it was like to be a provost
 - Provost Luetkehans, remember what it was like to be a dean
 - Dean, remember what it was like to be a department chair
 - Chair, remember what it was like to be a faculty member
 - Vice Presidents, remember what it was like to be a person who reported to a VP
- We all owe it to our community to leave IUP better. Lead, collaborate, and be a pain in the butt (like me)! God grant me the serenity to accept the things I cannot change, the courage to change the things I can, and the wisdom to know the difference.

D. Vice Chairperson's Report:**Student Government Association**

- I want to start by recognizing the outgoing e-boards of both SGA and GSA. If I can put myself on a neutral standpoint, I think we can all agree that both organizations have done a wonderful job this academic year.
- Speaking of e-boards, I introduced the new GSA e-board last meeting, so I will introduce the SGA one now:
 - President – Abigail Hancox
 - Vice President – Thomas Oraskovich
 - Secretary – Callie Bland
 - Chief Justice – Daniel Kukula
 - Treasurer – Brian Wentling
 - Director of PR – Alexandra St. Rose
 - Director of Internal Affairs – Kaylee Becker-George
 - Director of External Affairs – Summer MacPherson
 - Director of Programming – Regan Rigney
- I also would like to take a moment to recognize and appreciate the presence of SGA and GSA senators who have attended the Senate meetings regularly – THANK YOU! I am grateful to the administration, faculty, and staff for giving the students the honor of sitting in these meetings.
- Finally, on a more personal note, I want to thank the administration, faculty, staff, students and of course, Chair Piper and Secretary Racchini, for giving me the opportunity to serve as the Vice Chair. I have truly enjoyed every minute of this position and wish everyone all the best for the next academic year!

Standing Committee Reports

- **Rules Committee (Chair Decker)**

- We may not need to complete elections for phase 1 which includes at-large, University-Wide Undergraduate Curriculum Committee, and University-Wide Graduate Curriculum Committee positions.
- Additional information about the phase 2 elections will be forthcoming (Senate Committees, Chair, Secretary).
- Next meeting: May 2, 2023 @ 3:30pm in DAVIS 418

- **University-Wide Undergraduate Curriculum Committee (Chair Sechrist)**

- There were 74 proposals on the APSCUF agenda for the April 27 meeting. The iwiki will be closing this summer and proposals will move to curriculog.

- **University-Wide Graduate Curriculum Committee (Chair Moore)**

FOR ACTION:

APPROVED

Policy: GRADUATE COURSE SCHEDULING BY UNDERGRADUATES

RATIONALE FOR PROPOSED REVISION:

The current title of the policy is difficult to locate in the graduate catalog policy area. The proposed title change will make it easier to locate.

Graduate Course Scheduling by Undergraduates (current)

IUP undergraduate students with an academic grade point average of at least 2.6 who are within thirty-two semester hours of graduation are permitted, after receiving appropriate approvals, to take up to six semester hours of graduate work whether or not they have applied for acceptance into an IUP graduate program.

Graduate hours so earned have no necessary bearing upon undergraduate degree requirements, and no assurance is given toward future IUP graduate program admission. If these credits are approved toward a graduate degree program, they will be treated as transfer credits.

Note: Graduate credits taken by an undergraduate student may not be reviewed for transfer if they were counted toward the undergraduate degree. Students admitted through Early Admission to Graduate Programs Policy are exempted from this requirement.

Undergraduates Scheduling Graduate Courses (revision)

IUP undergraduate students with an academic grade point average of at least 2.6 who are within thirty-two semester hours of graduation are permitted, after receiving appropriate approvals, to take up to six semester hours of graduate work **whether they have applied for acceptance into an IUP graduate program or not.**

Graduate hours so earned have no necessary bearing upon undergraduate degree requirements, and no assurance is given toward future IUP graduate program admission. If these credits are approved toward a graduate degree program, they will be treated as transfer credits.

Note: Graduate credits taken by an undergraduate student may not be reviewed for transfer if they were counted toward the undergraduate degree. Students admitted through the Early Admission to Graduate Programs policy are exempted from this requirement.

Implementation: Effective immediately upon approval.

- **Research Committee (Chair Sciulli)**
 - Next meeting: May 2, 2023 @ 3:30pm via Zoom

FOR INFORMATION:**Meeting Minutes – April 11, 2023**

Note: The committee currently has vacancies from NSM, CAH, and University Services

The committee reviewed the Senate Fellowship proposals. There was 1 proposal received this year.

- Charles Harrison Wick and Janet Blood were awarded \$6,975 for “IUP @ 150: Preparing for Indiana University of Pennsylvania’s Sesquicentennial.”

The committee additionally reviewed the small grants proposals received this month. There were 10 USRC small grant proposals for review and the decision was made to fund 8 totaling \$21,738.18 This month's proposals consisted of 2 research proposals and 8 travel proposals.

- Jill Brady
- Yongtao Cao
- Zach Collins
- Shijuan Liu
- John Lowery
- Sudipta Majumdar
- Charles Harrison Wick
- Lingyan Yang

See USRC website for research and travel funding opportunities.

- **Student Affairs Committee (Chair Erwin)**
 - No report
- **University Development and Finance Committee (Chair Drye)**
 - No report
- **Academic Committee (Co-chair Watcher)**

FOR ACTION:

APPROVED

CURRENT

Residency Requirement and Transfer Coursework (approved 5.2.2017)

A. IUP Residency Requirement for Awarding of Degrees

All students receiving their first baccalaureate degree are required to complete 30 of their last 60 credits in courses at IUP. All students receiving their first associate degree are required to complete 15 of their last 30 credits in courses at IUP.

For an IUP major, minor, or undergraduate certificate, students are required to complete at least 50 percent of required credits in courses at IUP or another State System institution. Junior/Senior year Study Abroad semesters or other formal Articulation agreements in which State System students may reverse-transfer credits back to IUP are exceptions to this policy.

For undergraduate active-duty service members, IUP applies a more military-friendly set of residency requirements, and these students should consult the Military and Veterans Resource Center for more information.

IUP courses include all courses listed in the Undergraduate and Graduate catalogs.

B. Pre-approval for Transfer Course Work

Students enrolled at IUP who wish to take course work at another institution (either during the summer or regular semesters) must complete an Application for Pre-approval of Course Work at Another College/University before taking the course(s). Only the credits from the course(s) transfer,

not the grade; therefore, students cannot use outside course work for IUP's repeat policy. Only the credits for which students receive the grade of "A," "B," or "C" will transfer. If P/F is the only grading option available, there must be either a narrative evaluation from the faculty member certifying that the work was of "C" level or better or notification on the transcript stating that a "P" grade is equal to a "C" grade or better. No more than 60 credits total may be earned at a junior or community college for application toward an IUP degree unless it is part of an articulated agreement. Courses without prior approval are taken at the risk of the student; there is no obligation on the part of any officer of this university to accept or transfer such credit.

Residency Requirement and Transfer Coursework

A. IUP Residency Requirement for Awarding of Degrees

All students receiving their first baccalaureate degree are required to complete 30 of their last 60 credits in courses at IUP. All students receiving their first associate degree are required to complete 15 of their last 30 credits in courses at IUP.

For an IUP major, minor, or undergraduate certificate, students are required to complete at least 50 percent of required credits in courses at IUP or another State System institution. Junior/Senior year Study Abroad semesters or other formal Articulation agreements in which State System students may reverse-transfer credits back to IUP are exceptions to this policy.

For undergraduate active-duty service members, IUP applies a more military-friendly set of residency requirements, and these students should consult the Military and Veterans Resource Center for more information.

IUP courses include all courses listed in the Undergraduate and Graduate catalogs.

B. Pre-approval for Transfer Coursework

Students enrolled at IUP who wish to take coursework at another institution must complete an Application for Pre-approval of Coursework at Another College/University before taking the course(s). Only the credits from the course(s) transfer, not the grade; therefore, students cannot use outside coursework under IUP's course repeat policy to replace/improve grades. Only the credits for which students receive the grade of "A", "B", "C" or "D" will transfer.

Please note that some academic programs require students to earn a "C" grade or better to meet program requirements. Therefore, in these cases, if P/F is the only grading option available, there must be either a narrative evaluation from the transferring institution's faculty member certifying that the work was of "C" level or better or notification on the transcript stating that a "P" grade is equal to a "C" grade or better.

No more than 60 credits total may be earned at a junior or community college for application toward an IUP degree unless it is part of an articulated agreement. Courses without prior approval are taken at the risk of the student; there is no obligation on the part of any officer of IUP to accept or transfer such credit.

Rationale: Reviewed as a part of cyclic review and updated the policy to reflect the changes made to other transfer policies.

- **Awards Committee (Chair Paul)**

The 2022-2023 Senate Award Winners include:

- Teaching: Crystal Machado
 - Service: Lynn Botelho
 - Research: Waleed Farag
 - Creative Arts: Sharon Massey
 - Staff Service: Cindy Varner
- **Non-Credit Committee (Chair O'Neil)**

FOR INFORMATION:

IUP Academy of Culinary Arts

Meeting date: Monday, April 17, 2023, at 10:00 am via zoom

In attendance: Tess O'Neil, Chair, Marcy Rearick, Vice Chair, Members: Rich Muth, Thomas Barnes, Rich Muth, Lynn Pike. Excused: Joshua Castle

Interviewees: Chef Lynn Pike, Chef Thomas Barnes

The Academy of Culinary Arts has four programs, two certificate programs, one in Culinary Arts and one in Baking and Pastry Arts and two associate in applied science (AAS) programs, AAS in Culinary Arts and AAS in Baking and Pastry Arts. Students who have completed the Culinary Certificate have an option to return for a second certificate in Baking and Pastry Arts. There are currently six students who have returned for a second certificate in Baking and Pastry Arts.

There are currently 24 certificate students who have returned to complete the AAS degree, with 18 seeking the Culinary AAS degree and 6 in the Baking and Pastry, AAS programs. In 2022, 15 students earned their AAS degrees, 13 in Culinary Arts and two in Baking and Pastry.

The Academy will be hosting the American Culinary Federation (ACF) reaccreditation team on April 26-28, 2023 for their five-year review.

In addition to the Academy's annual schedule of events, the academy is involved with many university and surrounding community events. Chefs have been taking part in judging opportunities with Pennsylvania Pro-Start, as well as other Pro-start competitions in the surrounding states. The Chef's visited West Virginia, New York, Ohio, and Pennsylvania. Chefs Nutter and Reed will be participating as judges, in the National ProStart finals held in Washington DC in May.

In March the Academy welcomed Family and Consumer Science teachers and Vo-Tech instructors from around the state for a professional development day. Chef Barnes, Chef McIsaac, and Chef Kapusta participating and Chef Nutter and Pike assisting.

Chef Reed organized two events to raise money for student scholarships through our professional organization, the ACF Groundhog Chapter. Chef Reed held the Holiday Treat box event and for the first time Chef Reed sold Valentine's gift boxes both were a success.

There was a course title change request changing Careers in the Culinary Arts to Careers.

Justification: The course is taught to both culinary and Pastry Arts students, so opening the course title to Careers, generalizes it to accommodate both programs.

Committee Recommendation

The IUP Culinary Arts program currently has one nine-month support staff position that supports both culinary administrative and admission responsibilities.

We as a committee feel that the Academy needs support staff over twelve months as the summer is their busiest semester and a required term for both Culinary and Baking and Pastry Certificate programs.

- **Library and Education Services Committee (Chair Chadwick)**

FOR INFORMATION:

FAQ

What is PII?

Personal Identifiable Information (PII) is information that, when used alone or with other relevant data, can identify an individual.

What is a Data Breach?

A data breach is an unauthorized access and retrieval of sensitive information by an individual, group, or a software system. A data breach is any instance when unauthorized access is gained to private or restricted information. The data ends up being used without the knowledge of the user or owner for the intended purpose.

What is Breach of Personal Information Act?

For meeting security breach notification requirements, as defined by the Commonwealth of Pennsylvania is a person's first name or first initial and last name in combination with one or more following data elements:

- Social security number
- State issued driver's license number
- State issued identification card number
- Financial account number in combination with security with a security code, access code or password
- Medical and/or health insurance information
- Username or e-mail address in combination with password or security question

If my personal information is breached, will I be notified?

The Commonwealth's breach notification law currently permits email notice if a prior business relationship exists and a valid email address for the individual requiring notification is available, electronic notice will also be allowed if the notice directs the person whose personal information has been materially compromised by a breach of the security of the system to promptly change the person's password and security question or answer, as applicable, or to take other steps appropriate to protect the person's online account to the extent the entity has sufficient contact information for the person.

How soon after a breach will an individual be notified?

The Breach Personal Information Act requires state agencies such as IUP to notify the individual(s) and the Pennsylvania Office of the Attorney General within seven business days following the discovery of the breach.

Where can I review the Breach of Personal Information Notification Act?

Follow the link listed below to review the Breach of Personal Information Notification Act.

<https://www.legis.state.pa.us/cfdocs/legis/li/uconsCheck.cfm?yr=2022&sessInd=0&act=151>

Senate Representative Report

A. University Planning Council (Chair Moore)

- No report

B. President's Athletic Advisory Committee (Chair Castle)

- Next meeting: May 1, 2023

C. Academic Computing Policy Advisory Committee (Chair Ford)

- No report

D. University Budget Advisory Committee (Chair Soni)

- No report

New Business

Adjournment

- The meeting adjourned at 4:24pm

Respectfully submitted:

Amber N. Raschiri