

University Senate Minutes

November 29, 2022

3:45pm – 5:00pm, Eberly Auditorium

- Chairperson Piper called the November 29, 2022 meeting of the University Senate to order at 3:45pm
- Minutes from the November 1, 2022 meeting were **APPROVED**
- Agenda items for the November 29, 2022 meeting were **APPROVED** with the following corrections from the Academic Committee report:
FACULTY EMERITUS
 Dr. Karen Rose Cercone **Geosciences** **Geography, Geology, Environment and Planning**
 Dr. Victor Garcia **Sociology** **Anthropology**

Reports and Announcements

A. President's Report:

- I hope that you had a Happy Thanksgiving. The end of the semester is almost here and there is a lot happening.
- Last night we held a ceremony to officially recognize and name Jane E. Leonard Hall and recognize the most influential person in the history of IUP. Aunt Jane was IUP's founding preceptress and I encourage you to learn more about her. We also thanked Distinguished University Professor and Professor Emeritus Charles Cashdollar for writing *The IUP Story: From Normal School to University* and Donna Cashdollar in designing and laying out the book. Please give it a look.
- Congratulations to the IUP Football team for beating Ashland last weekend at Miller Stadium. They advance to the NCAA DII Quarterfinals and will play Shepherd University at 1pm this Saturday at Miller Stadium. The team beat Shepherd on November 12 to win the PSAC championship and I'm hoping for a repeat performance. I hope you can join us for the game.
- Congratulations are also due to the IUP Men's Rugby team, who are traveling to Texas to play in the final four for the DII Rugby National Championship.
- Tomorrow, Wednesday, November 30, I'll be hosting our annual holiday open house in the Blue Room of Sutton Hall from 11:30-2:30. I hope you can stop by and grab a cookie.
- The pre-finals Late Night Pancake Event will be in North Dining this coming Monday, December 5 from 10:30pm until midnight. I think there are more slots for volunteer servers if you'd like to join me. And students, you eat for free whether or not you have a meal plan.
- Next Thursday, December 8, the IUP Council of Trustees will hold their December meeting, with the public meeting starting at 5pm, after an afternoon of committee meetings.

B. Provost's Report:

- Please note that the library has extended hours. They will be open from 7:45 a.m. to midnight through Thursday, December 8.
- Our semester includes a culminating activity that should be scheduled during the finals week. Faculty may begin entering final grades on Tuesday, December 6. The deadline for entering final grades is Wednesday, December 14.
- The deadline for nominating a student for the Ali-Zaidi award is Wednesday, December 7.
- Commencement is being held on Saturday, December 10. The graduate ceremony will be held at 9:30 a.m. and the undergraduate ceremony will be held at 1:00 p.m. Both ceremonies will take place in the KCAC. Hope that you are able to join.

In response to the Senate recommendations from the November 1, 2022, meeting, I accept the following:

- Undergraduate policy change as follows:
 - Residency Requirement and Transfer Coursework
- University Policy change as follows:
 - Education Abroad Policy

C. Chair's Report:

- Please continue to encourage your students to register for spring classes.
- Have a restful and relaxing winter break!

D. Vice Chairperson's Report:

- SGA is hosting the last Student Organization Assembly meeting on December 1 in the Ohio Room.
- There are five vacant SGA positions. If you know any students who would like to get involved in SGA, have them email Shagufta Haque at kxbdc@iup.edu.
- GSA's last meeting of the semester is on December 7th.
- GSA is having a food and umbrella drive from November 20-December 2. All items will be donated to the IUP Food Pantry.

Standing Committee Reports**A. Rules Committee (Interim Chair Decker)**

- Thank you to Elise Glenn and Marilyn Kukula for volunteering to serve on a Senate committee. The Rules Committee will be coordinating elections for Senate vacancies this spring.

FOR ACTION:**APPROVED****Rationale for proposed bylaw amendment**

The existing bylaws permit an asynchronous electronic meeting limited specifically to the approval of minutes of the last scheduled University Senate meeting of the academic year. The Rules Committee proposes maintaining the existing language of bylaw I. D. but moving it into the second part of bylaw that covers electronic meetings as a general topic. New D. 1. contains proposed language authorizing electronic meetings for the University Senate and its committees. The existing asynchronous meeting language will become new paragraph D. 2.

The words in **red** are the proposed changes.

Procedural History

The Rules Committee was charged with proposing changes to the bylaws to permit electronic meetings. A proposed bylaw amendment was offered by the committee for action at the November 1, 2022, meeting. The proposal was modified by a motion approved at said meeting prior to any vote being taken on the proposal. The Rules Committee deemed the motion to be a substantive change requiring additional review. The committee met on November 8, 2022, and added certain clarifying language to the aforesaid motion. The Rules Committee now brings this proposed bylaw amendment for action.

Current:***UNIVERSITY SENATE BYLAWS*****I. Meetings**

- A. The University Senate shall hold at least four monthly meetings per academic semester, excluding the summer sessions, at a time and place indicated by the presiding officer. Additional meetings may be called at the discretion of the chair, or upon petition by one-third of the University Senate membership to the Rules Committee, which shall establish a date and place and publish the reason for such a meeting within two days of the date such a petition is received.
- B. No meeting of the University Senate shall be held when the university is not officially in session.
- C. The chair of the University Senate may convene that body during the summer session when there is necessary business to transact. For the summer session, 45 members shall be considered a quorum. Any business transaction during the summer shall be subject to the review and approval of the regular University Senate at its first scheduled meeting in the fall.
- D. Following the last scheduled University Senate meeting of the academic year, an electronic asynchronous meeting will be held to review and approve the minutes from the previous meeting. The minutes will be distributed to senators electronically. Any comments, corrections, or concerns that a senator has regarding the minutes can be expressed electronically so that all senators will receive the posting. At least two business days following the posting of the minutes, the chair of the University Senate will call for a vote and provide an electronic link where senators can vote. At least one business day will be provided for

senators to vote to approve or not approve the meeting minutes. Once tallied, senators and other interested entities will be informed of the outcome.

Proposed Revision:

UNIVERSITY SENATE BYLAWS

I. Meetings

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D. Electronic Meetings

- 1. **Electronic meetings are permitted for the University Senate standing/consultative committees, at the discretion of their respective chairs. The University Senate may use electronic meetings under extenuating circumstances, as determined by the chair, subject to the provisions of any relevant bylaw or standing rule.**
 - 2. Following the last scheduled University Senate meeting of the academic year, an electronic asynchronous meeting will be held to review and approve the minutes from the previous meeting. The minutes will be distributed to senators electronically. Any comments, corrections, or concerns that a senator has regarding the minutes can be expressed electronically so that all senators will receive the posting. At least two business days following the posting of the minutes, the chair of the University Senate will call for a vote and provide an electronic link where senators can vote. At least one business day will be provided for senators to vote to approve or not approve the meeting minutes. Once tallied, senators and other interested entities will be informed of the outcome.
- Next meeting: Tuesday, December 6 @ 3:30pm in 418 Davis Hall.

B. University-Wide Undergraduate Curriculum Committee (Chair Sechrist)

- No report

C. University-Wide Graduate Curriculum Committee (Chair Moore)

- No report

D. Academic Committee (Chair Dugan)

FOR ACTION:

APPROVED

DEAN EMERITUS

Dr. Yaw Asamoah

University Libraries

FACULTY EMERITUS

Dr. Charlene Bebko	Marketing
Dr. Robert Boldin	Finance and Economics
Dr. Karen Rose Cercone	Geography, Geology, Environment and Planning
Dr. David Chambers	Political Science
Dr. Sharon Deckert	English
Dr. Kevin Eisensmith	Music
Dr. Sharon Franklin-Rahkonen	History
Dr. Victor Garcia	Anthropology
Dr. Christopher Janicak	Safety Sciences
Dr. Majid Karimi	Madia Department of Chemistry, Biochemistry, Physics, and Engineering
Dr. Germaine Kline	Accounting and Information Sciences
Dr. Michael Kornis	Employment Relations and Health Service Administration
Dr. David LaPorte	Psychology
Dr. George Long	Madia Department of Chemistry, Biochemistry, Physics, and Engineering
Dr. Maureen McHugh	Psychology
Dr. Joann Migyanka	Communication Disorders, Special Education and Disability Studies
Dr. John (Jay) Mills	Psychology
Dr. John Mueller	Student Affairs in Higher Education
Dr. Heather Powers	English
Dr. Catherine Raeff	Psychology
Dr. Steven Schroeder	History
Dr. Robert Sechrist	Geography, Geology, Environment and Planning
Dr. Theresa Smith	Philosophy and Religious Studies
Dr. Joette Wisniewski	Management

FOR ACTION:**APPROVED****CURRENT Undergraduate Policy**

Individual Course Withdrawal Policy (approved 3.1.2016)

The Individual Course Withdrawal Policy provides students who are unable to complete a course with the option of withdrawing from that course. This option should be taken only after other options have been discussed with the instructor and/or the student's advisor.

Individual Course Withdrawals may be processed by signing in to MyIUP (my.iup.edu) between the day after the conclusion of the drop/add period and the end of the first two-thirds of the course. After the two-thirds point of a course, students may no longer process Individual Course Withdrawals.

A student needing to withdraw from a course after the deadline must process a request for through the office of the dean of his or her college. Approval of the late withdrawal is contingent on documentation of catastrophic circumstances preventing the student from completing the course. If approved, the college office will arrange for recording the "W" designation.

Since instructors inform students of their unsatisfactory performance in class before the withdrawal deadline (Midterm Grade Report Policy), students will be able to discuss course withdrawals with

instructors and/or academic advisors to assess alternatives. Students should be aware of the potential impact of course withdrawal on activities that require full-time

Students should be aware of the potential impact of course withdrawal on activities that require full-time status, such as financial aid eligibility (percent of completion and eligibility to move to the next class level), athletic eligibility, and health insurance. Students are also cautioned to consider the detrimental impact of “Ws” in a transcript review by a prospective employer or graduate school.

PROPOSED Undergraduate Policy

Individual Course Withdrawal Policy

The Individual Course Withdrawal Policy provides students who are unable to complete a course with the option of withdrawing from that course. This option should be taken only after other options have been discussed with the instructor and/or the student’s advisor.

Individual Course Withdrawals may be processed by signing in to MyIUP (my.iup.edu) between the day after the conclusion of the drop/add period and the end of the first two-thirds of the course. After the two-thirds point of a course, students may no longer process Individual Course Withdrawals.

A student needing to withdraw from a course after the deadline must process a request through the office of the dean of the college of their primary major. Approval of the late withdrawal is contingent on documentation of catastrophic circumstances preventing the student from completing the course. If approved, the college office will arrange for recording the “W” designation.

Students should discuss their options with instructors, academic advisors, and the Office of Financial Aid before considering course withdrawals. Course withdrawals may impact financial aid eligibility (percent of completion and eligibility to move to the next class level), full-time status, athletic eligibility, and health insurance, etc. Students are also cautioned to consider the detrimental impact of “Ws” in a transcript review by a prospective employer or graduate school.

RATIONALE: Upon five year review, minor clarifications were made to the policy.

FOR ACTION:

APPROVED

CURRENT Undergraduate Policy

Research Integrity (approved 4.28.2015)

IUP is committed to the highest ethical standards with regard to scholarship conducted by all members of the university community, including faculty, managers, administrators, staff, and students (both undergraduate and graduate). Therefore, it is imperative that all those engaged in research—including undergraduate students—be aware of and adhere strictly to established policies and procedures designed to respond to any allegations or apparent instances of fraud or misconduct related to research activities.

IUP will deal forthrightly with allegations of misconduct associated with research. The university will conduct an inquiry and, if warranted, an investigation of any possible

misconduct by IUP faculty, managers, administrators, staff, and students conducting research. If misconduct is determined to have taken place, appropriate disciplinary action will be taken.

Additional policies are in place to protect research involving human subjects or animals, and to ensure compliance with state and federal law.

Students engaged in research can find more information about IUP's research policies, procedures, training and other resources at <https://www.iup.edu/research/resources/policies/index.html>.

PROPOSED Undergraduate Policy

Undergraduate Research Integrity

IUP is committed to the highest ethical standards with regard to scholarship conducted by all members of the university community, including instructors, managers, administrators, staff, and students. Therefore, it is imperative that all those engaged in research—including undergraduate students—be aware of and adhere strictly to established policies and procedures designed to respond to any allegations or apparent instances of fraud or misconduct related to research activities.

IUP will deal forthrightly with allegations of misconduct associated with research. The university will conduct an inquiry and, if warranted, an investigation of any possible misconduct by IUP instructors, managers, administrators, staff, and students conducting research. If misconduct is determined to have taken place, appropriate disciplinary action will be taken.

Policies are in place to protect research involving human subjects or animals, and to ensure compliance with additional university policies and state and federal law.

Those engaged in research can find more information about IUP's research policies, procedures, required trainings and other resources at <https://www.iup.edu/research/resources/policies/index.html>.

RATIONALE:

As a part of the five-year review, language was updated, revised, and it was defined that there were appropriate links to relevant regulations and policies.

- Next meeting: Tuesday, December 6 @ 3:45pm in the Conemaugh Room

E. Awards Committee (Chair Paul)

- Applications are due on December 1, 2022 at 5pm.

F. Non-Credit Committee (Chair O'Neil)

- No report

G. Library and Education Services Committee (Chair Chadwick)

- Next meeting: December 14, 2022 @ 3:45pm in Stapleton 203

H. Research Committee (Senator Gunter)**FOR INFORMATION:****Meeting Minutes - November 8, 2022**

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

There were 3 USRC small grant proposals for review and decision was made to fund 3, totaling \$4,144.00. This month's proposals consisted of 3 travel proposals and 0 research proposals.

- Julie Ankrum
- Kimberly Desmond
- Brittany Pollard

See USRC website for research and travel funding opportunities.

I. Student Affairs Committee (Chair Erwin)

- No report

J. University Development and Finance Committee (Chair Drye)**FOR INFORMATION:**

A Pennsylvania State System of Higher Education workgroup drafted a template Non-Discrimination policy in compliance with the Board of Governor's Policy 2009-03-A. IUP's President approved the policy on July 26, 2022, in accordance with the Senate Constitution that allows for administrative personnel to initiate or modify policies due to expediency. The expediency was due to the Office of Civil Rights (OCR) notifying the University it must adopt and publish grievance procedures in compliance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulation at 34 C.F.R. Part 104 and Title II of the Americans with Disabilities Act of 1990 and its implementing regulation at 28 C.F.R. Part 35. In the absence of such action, OCR indicated it would begin enforcement action against IUP. Due to the urgency of having a policy in place, the normal process of policy review and approval through the Senate was not followed. The Development and Finance Committee (DFC) evaluated the policy, at the President's request, through consultation with stakeholder groups. The committee received numerous concerns that DFC feels unqualified to respond to. For example, the policy was vetted by the State System Meet and Discuss; however, the local APSCUF Meet and Discuss raised additional concerns. Additionally, there was concern of the use of one policy to address two federal regulations that may be in conflict. The committee's role in policy review and recommending approval to the Senate should not include responding to collective bargaining disagreements that are best addressed at local Meet and Discuss, prior to the committee's review. The committee recommends that Meet and Discuss should resolve their differences and bring common language forward, and further addressing student and non-represented employee concerns.

- Next meeting: Tuesday, December 6 @ 3:45pm

Senate Representative Report

A. University Planning Council (Chair Moore)

- No report

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

FOR INFORMATION:

Welcome and Remarks – Dr. Joshua Castle, Chair

- Provided the committee with an IACC update. The committee met and discussed the upcoming EADA report, the athletic waiver process, and reviewed/provided feedback to new proposed NCAA legislation.

Remarks from Dr. Michael Driscoll

- Discussed with the committee the restructuring of the NCAA Division II Presidents council and other proposed legislations. The new President's Council will have fewer presidents on the council, but the presidents will have shorter terms. The conference won't have any representatives on the council at this point, but there will be 2 conference representatives on the Management Council.
- It was mentioned that Stunt has been added as an emerging sport by the NCAA
- NCAA is in the search process for a new president.
- The NCAA voted to provide more funding for softball championships.
- Currently, Dr. Driscoll is serving on an NCAA sub-committee on congressional engagement.
- Discussed with the committee some of the legal challenges to the NCAA and the impact on the organization. This centers around NIL, Labor Laws and Antitrust laws. Currently there are several states creating their own laws without consistency which could create a competitive imbalance.

Remarks from Dr. Tom Segar

- Share with the committee that DEI Athlete Survey went out in Sept and 33% currently has response rate. This survey assesses Student Athlete experiences at IUP regarding DEI. They are still pushing to get a higher response rate. Results should be ready for the next PAAC meeting.

Report from Athletic Administration – Todd Garzarelli

- Provided the committee with a Sports Update-
- Football is off to a great start should get to host PSAC Championship as well as couple rounds of playoffs. Volleyball might be able to get an NCAA playoff bid. Soccer and field hockey might have a chance to make conference and the NCAA playoffs. Winter starts are startup. Basketball looks strong. Women's basketball will be traveling to Duke. Swimming is off to a great start as well and already have PSAC swimmers of the week. Golf won their 32 PSAC Championship and tennis competed at ITA Atlantic Championships and Karolin Kirchttag won the PSAC conference singles championship.
- Talked about the conference and NCAA inclusion week, election day advocacy by various sports teams, and the upcoming speaker series.
- Also mentioned that there were 275 student athletes that made the spring honor roll and SA had an average 3.4 GPA.

Report from University Advancement – Khatmeh Osseiran Hanna

- Discussed the 150 campaign and how it relates to athletics.
- This year giving to athletics is ahead of last year. Giving is already \$400,000. The number of donors is also up 399 compared to 235 last year. There will be mailing for athletics going out on Monday Nov 1st. There will be a university phone-a-thon as well this year. The focus is targeted to scholarships for athletics.

Report from Enrollment Management – Dr. Patti McCarthy

- Provided the committee with an enrollment update. Athletics consistently has higher rates of retention and persistence.

Report from Faculty Athletics' Representative – Jim Racchini

- The Freshmen first year collaboration with Luke Faust and KHSS 143 Physical Well-being is going well.
- The collection of academic progress report data for SA is finishing up. Faculty involvement continues to improve. As of this date there have been 1130 individual data points and 78% indicate SA have either an A or B. Reports from this survey are given to Coaches and College A-Deans.
- There is a slight increase in time conflict between class schedules and practices, but things are getting handled.

Report from Student Athletic Advisory Committee – Rachel Johnson

- SAAC met and reviewed the new NCAA legislation and provided their opinions on the proposed by-laws.
- Discussed the NCAA Diversity and Inclusion social media campaign
- For Election Day no student athlete will have practice and will be participating in civic opportunities throughout the community.

C. Academic Computing Policy Advisory Committee (Chair Ford)

- Next meeting: December 7 @ 3pm

D. University Budget Advisory Committee (Senator Cook)

- On November 3, 2022 UBAC met to discuss several worthy topics. Debra Fitzsimons presented the Tuition Model and Pricing recommendations for out of state, domestic, undergraduate tuition rates.
 - There is a move to go to a flat rate or banded model which parallels the structure for current in-state UG Tuition. We currently run a \$463 per credit model, which equates to a little under \$14,000 per AY for 12-18 credits. There were two scenarios presented as alternatives, which equates to either "scenario B" indicating \$11,574 per AY for 12-18 credits and is similar to other PASSHE SCHOOLS or "Scenario C" which indicated \$11,000 per AY for 12-18 credits.
 - Dr. Fitzsimmons presented benefits and challenges...and indicated most of the working group chose "C," which is the \$11,000 model. All members of the committee who worked on this were asked to give their opinion on which model they preferred and why, so that the president could make an informed decision later.
 - This will be for a Fall 2023 inception if approved.
 - Marketing strategies will be targeted.

- Enrollment Management update by Patti McCarthy
 - Spring '22 vs '23 comparison numbers were given, indicating small decreases in registration from this year to last in graduate level, and small increases in credit hours and FTE in undergraduate registration. Spring 2023 retention numbers did appear to increase when looking at numbers from this same time frame last year. Patti also reported Spring 2023 New First Time UG Admissions, Transfer Admissions, and Graduate numbers are up. All good news.
- Fall 2023: Undergraduate #s:
 - Completed applications and admitted are up for first time and transfer categories, however deposits are down in first time UG. Grad apps are down, but the admitted and net deposits are up.
- Dr. Segar presented our Housing Report showing a steady increase in housing from last year, with a positive outlook for next year as the applications are up 197 additional applications at the same time as last year.
- Debra Fitzsimons, Tom Segar, and Todd Garzarelli presented on the Athletics Scholarship Funding and Operational Budget Shortfall. The funding shortfall is a result from various decisions across campus which included a decrease in the Foundation for IUP's annual allocations to the University, a reduced co-op fee in FY19-20 of 17% to athletics, a 50% cut in E&G Budgets to Athletics similar to all divisions on campus and the use of foundation dollars to cover operational expenses for team travel and officials' payments.
 - A workgroup has been formed to assist with the Athletic Scholarship and Operational Budget Initiatives moving forward. On the interim on September 22nd, Dr. Driscoll approved the FY2022-2023 scholarships be augmented by \$500K via E&G Dollars and an augment of the athletics Operation accounts of \$200K, a total of \$700,000 and three slides of recommendations were made in order to get Athletics up to par...pun IS intended there....
- The Summer Utility Saving Pilot Program year one report was given, noting an estimated \$230-\$280K savings. There was discussion on the implementation of the pilot program and the overall goal to achieve as much utility savings as possible the various components, with an understanding that we will be implementing a winter savings pilot as well. Brief discussion about Summer 2023 and beyond, which will likely be the same efforts as in Summer 2022.

New Business

Adjournment

- The meeting adjourned at 4:23pm.

Respectfully submitted:

Amber N. Racchini