

**CU SENATE MEETING  
AGENDA**

***DRAFT FOR APPROVAL***

**Meeting Date:** November 14, 2024

**Session:** AY 2024-25, Meeting 2

**Time:** 4 pm

**Location:** Via Zoom: <https://commonwealthu-edu.zoom.us/j/97824417635?pwd=ZUxGdUc1clVjRXVYcytMbjNPRjJYZz09&from=addon>

Attendance: Peggy Carl, Julie Kontos, Heidi Warner, Deborah Kay Rotella, Mark T Decker, Suzanne Williamson, Cathy Hadesty, Julie Cimino, Erin Kennedy, Dan Knorr, Amy DeLozier, Carina Howell, George Agbango, Nicholas Delaney, Dina Clark, Eric Hawrelak, Matt McKeague, Justin Madaus, Robin Rockey, William Barnes, Kristi Getty, Mary Feeney, Jennifer Demchak, Karri Verno, Nichole Lefelhoc, Christopher Cummings, Kimberly Harris, Kenneth Hall, Brad Lint, Stacy Wagner, Amy Way, Curtis M. Grenoble, Rick Goulet, Brooke Harlowe, Yvette Ingram, Jeanne Kagle, Eun-Joo Kwak, Jackie Borst, Rodger Benefiel, Robert Green, Aaron Russell, Jessica Bentley, Stephen Lee, Michelle Kiec, Xia Zhou, Tess Fosse, Andira Dodge, Stanley Berard, David DeVallance, Cori Myers, Barry Minemyer, Gretchen Osterman, Bob Sandow, Andrea Swain, Madison Beaver, Rachel Shaffer, Trinity Werstler, Rick Lilla, Jill Scott, Dina Clark, Hunter Hartford, Bashar Hanna, Todd Hoover, Angela Boswell, Judi Brayer, Brandy Hower, Elizabeth Dickinson, John Hintz, Lynda Michaels, Michael McFarland, Kelly Foran, Justin White, Christopher Lapos, Eric Lippincott, Emmy Borst, Jason Genovese, Stephanie Bissinger, Samantha Shoup, Atika Benaddi, Tracey A. Cummings, Lisa Lister, Erik Evans, John Gradel, Doreen Jowi,

- I. Call to order: 4:00 pm by Mark Decker, ((Commonwealth University Senate President, Bloomsburg Local Assembly President, chair of Languages, Literatures, and Writing, CU)
  
- II. Announcements: Mark Decker asked a question to Senate based off an email he received, is there going to be Summer sessions. Michelle Kiec, (Provost and VP of academic Affairs, CU) answered that there will be an offering announced soon.
  - A. For the latest info on CU Commencement, go to this website:  
<https://www.commonwealthu.edu/cucommencement>
  - B. Go to the CU Senate Website for the most updated information:  
<https://www.commonwealthu.edu/commonwealth-university-senate>
  
- III. Committee Reports
  - A. Academic Policy Committee: Deb Rotella, (Assistant Professor SSS, CU) reported that they will have several policies ready for Senate in February 2025.
  
  - B.IT Subcommittee: Matthew McKeague, (Associate Professor Media & Journalism, CU) said that they have sent out some surveys to get feedback on what technical polices may still be needed.
  
  - C.Enrollment Management Subcommittee: No report.
  
  - D. Advancement Committee: No report.
  
  - E. DEI Committee: Christopher Cummings, (Associate Professor, CU) stated that they are working on the Time, Place and Manner Policy.

F. Finance Committee: Dina Clark, (Associate Professor Accounting, CU) said that they are working through 3 policies.

G. Student Affairs Committee: Erin Kennedy, (Professor Psychology, CU) reported that they are working a couple policies for spring.

H. First Year Experience Subcommittee: Jennifer Demchak, (Professor Environmental Sciences, CU) said that they will be doing 8 sections of FYS for spring. Looking at what the fall will look like.

I. Elections Subcommittee: Nicholas Delaney, (Instructor Counseling Services, CU) stated that they are working on a draft for an interim policy to deal with ties and deadlocks for elections.

J. Space and Facilities Subcommittee: Stacy Wagner, (Chief Facilities & Safety Officer) said that they met at the beginning of November and discussed their bylaws and SCUPA representation.

IV. Second Reading of Reviewed Policies (Go to CU Senate Website to review the latest DRAFTS: <https://www.commonwealthu.edu/commonwealth-university-senate> - scroll down to Second Reading DRAFT Policies)

General comments made: Brooke Harlow, (Professor Political Science, CU) is worried about the number of policies that will be coming in February. How can this process be better managed so that everyone is not slammed with work and policies aren't getting pushed through without proper attention?

- D. [Undergraduate Degree and Non-Degree Admissions Policy](#): Dina Clark made a motion for discussion, Jackie Borst, (Associate Professor, CU) seconded. Jackie Borst raised a concern about section 6.1 not including SAT's scores as an admission requirement. Brooke Harlow made a motion to approve with amended verbiage that states that certain programs may require additional testing scores such as SAT scores. Tess Fosse, (Chief Accessibility Officer, CU) seconded. Vote for approval of policy with amendment via zoom poll. Motion carried.
- E. [Interim Policy on Emeritus Status Policy](#) and [Procedure](#): Jessica Bently, (Associate Professor Exceptionality Programs, CU) made a motion, Atika Benaddi, (Assistant Professor Economics, CU) Seconded. Vote to approve policy as is via zoom poll. Motion carried.
- F. [Non-Academic Grievance Policy](#): Dina Clark made a motion, Matthew McKeague seconded. Vote to approve policy via zoom poll. Motion carried.
- G. [Financial Obligation Policy](#): Kim Harris, (Director of Student Involvement, CU) made a motion for discussion, Yvette Ingram seconded. Mark Decker read list of concerns from student government association on financial obligation policy. Erin Kennedy made a motion to table this policy. Stanley Berard, (Professor Political Science, CU) seconded. Vote to table the policy via zoom poll. Policy tabled.
- H. [Damages in Residence Halls Policy](#): Erin Kennedy made a motion for discussion, Emmy Borst, (Executive Director of Student Success, CU) seconded. Mark Decker read concerns from student government. Nicholas Delaney made a motion to table the policy. Yvette Ingram seconded. Vote to table the policy via zoom poll. Policy tabled.
- I. [Hazing Policy](#): Erin Kennedy made a motion for discussion, Matthew McKeague seconded. Mark Decker reviewed feedback from student government association. Yvette Ingram made a motion to table the policy. Nicholas Delaney seconded. Vote to table the policy via zoom poll. Policy tabled.
- J. Withdraw: [PRP 3360](#) (Placement into First Year English and Math Courses), [PRP 3612](#) (General Education Policy), [PRP 4901](#) (Preferred Name), [PRP 5200](#) (Emergency Response Policy), [PRP 5320](#) (Late Registration Fee), [PRP 5575](#) (Policy for Use of Duplicating Services to Reduce Paper Use), [PRP 5651](#) (Maintenance Work Orders), [PRP 5653](#) (Requesting Facilities Management

Services on Weekends, Holidays...) [PRP 3424](#) (Change of Area of Study), [IAP 13](#) (Change of Major/Minor): Remove IAP 14 from list per Mark Decker that was added by mistake.

- A. Motion to pull PRP 3612 from withdraw list by Stanley Berard. Eric Hawrelak seconded. Motion carried by acclamation.
- B. Motion to withdraw the remaining withdraw policies made by Stanley Berard. Eric Hawrelak seconded. Vote to withdraw policies via zoom poll. Motion carried.
- C. Motion to withhold PRP 3612 and amend for legacy Bloomsburg students that are still held to it, made by Eric Hawrelak. Stanley Berard seconded it. Motion carried by acclamation

#### V. Consent Agenda Items

- A. Minutes Review the minutes on the CU Senate Website:  
<https://www.commonwealthu.edu/documents/draft-cu-senate-minutes-091224>
- B. [Informational Security Policy](#), [Identification Card Policy](#), [Wireless Communications Policy](#), [Storage of Confidential Data Policy](#), [Student Use of Assigned Email Accounts Policy](#), [Printer Paper Policy](#)
  - i. Motion to approve all consent agenda items except for Student Use of Assigned Email Accounts Policy by Eric Hawrelak. Yvette Ingram seconded. Vote to approve all other consent agenda items via zoom poll. Motion carried.
  - ii. Motion to separate Student Use of Assigned Email Accounts Policy to review student feedback made by Tess Fosse. Stanley Berard seconded. Mark Decker reviewed the feedback from the student government association. Eric Hawrelak made a motion to table this policy so that student concerns can be addressed. Erin Kennedy seconded. Vote to table Student Use of Assigned Email Accounts Policy via zoom poll. Policy tabled.

#### VI. New Interim Policies and Bylaws Reviewed at Senate Executive Committee: Mark Decker noted to separate bylaws from policies for review for future meetings

- A. [DEI Committee Bylaws](#)
- B. [Space and Facilities Committee Bylaws](#): Yvette Ingram pointed out that the bylaws need updated to adhere to the CU Senate Constitution, Article 5, Section B3, the union should not have appointments for committee members done by management. Gretchen Osterman, (Academic Advisor, CU) made a motion to send the bylaws back to the committee to adhere to the constitution. The SCUPA chapter would like representation from each on the committee as they have members who are living and working in these areas daily. Kim Harris seconded. Vote to send bylaws back to Space & Facilities committee for further review via zoom poll. Motion carried.
- C. [Red Flag Identity Theft Protection](#)
- D. [University Fee Approval](#)
- E. [IRS Requirement to Report Cash Transactions](#)
- F. [Tuition Waiver Policy](#)
- G. [Academic Dismissal Policy](#)
- H. [Midterm Grades Policy](#)
- I. [Third Party Provider Policy](#)
- J. [Third Party Provider Procedure](#)
- K. [Fundraising Policy](#)
- L. [In Kind University Donations Policy](#)

Rodger Benefiel, (Associate Professor Criminal Justice, CU) asked if there are specific policies or specific bylaws that are negotiated with management that union representation is required to be on? Mark Decker answered that that is the reason the union presidents are all represented on executive committee.

## **VII. Other Business**

- A. Middle States Update: Dr. Cori Myers, (Assoc VP of Institutional Effectiveness, CU) reported that the Middle states self-study was sent out on November 11, 2024 for review. It will then go to the Council of Trustees for endorsement. Working on organizing evidence inventory and preparing for the March 23<sup>rd</sup> – 26<sup>th</sup> visit from Middle states.

- VIII.** Remarks for the Good of the Order: Eric Hawrelak raised concern about what happens to old PRPs (Policies) once they are withdrawn? Mark Decker explained that policies when withdrawn are being taken down from public view on the website but are still accessible if requested. Brooke Harlow expressed concern with this and does not like that they are not more easily accessible. Mark Decker said that senate leadership would re-visit and investigate it.

- IX.** Adjournment: Meeting adjourned at 5:32pm.

### **Upcoming Spring 2025 Meetings**

- CU Senate Executive Committee Meeting @4 pm via Zoom:
- CU Senate Meeting @4 pm via Zoom: