

CU SENATE MEETING AGENDA

Meeting Date: April 11, 2024

Session: AY 2023-24, Meeting IV

Time: 4 pm

Location: Via Zoom: <https://commonwealthu-edu.zoom.us/j/99944074151?from=addon>

Meeting ID: 999 4407 4151

Attendance: Heidi Warner, Kellie Forziat Pytel, Jonathan Rothermel, Ben Franek, Angela Boswell, Deb Rotella, Jennifer Demchak, Cori Myers, Robin Rockey, Heather Feldhaus, Karri Verno, Mark Decker, Carina Howell, Peggy Carl, Julie Cimino, Eun-Joo Kwak, Dina Clark, Matt McKeague, Brooke Lylo, Amy DeLozier, Stacy Wagner, Eric Ness, Karen Stefaniak, Madison Beck, Doreen Jowi, Mary Feeney, Terina Oman, Rick Lilla, Todd Hoover, Michael McFarland, Kevin Lally, Erik Evans, Hope Lineman, Rivka Dattlo, Andrea Swain, Brad Lint, Eric Hawrelak, Kevin Range, Jeanne Kagle William Walker, James Crowley, Karri Verno, Jamie Foor, Bob Sandow, Gretchen Osterman, Tiffany Welch, Barry Minemyer, Andira Dodge, Patrick Long, Michelle Lockwood, Kenny Hall, Greg Walker, Albert Jones, Xia Zhou, Lam Nguyen, Brooke Harlowe, Suzanne Williamson, Lynda Michaels, John Abplanalp, Stanley Berard, Christopher Lapos, Dan Knorr, Amanda Sanko, Atika Benaddi, Diana Rogers-Adkinson, Emmy Borst, Tena Maurer, Jody Russell, Stephen Lee, Cathy Workman, Erin Kennedy, Jennifer Turnbough, Edward Keller, Tess Fosse, Jackie Borst, Leo-Felix Jurado, Curtis M. Grenoble, Shawn O'Dell, Lisa Weaver, James Brown, Robert Green, Debra Minzola, Kimberly Harris, George Rusczyk, Rebecca Baker, Lynn Pifer, Eric Lippincott, Emily Powell Hodges, Latha Ramakrishnan, Ann Larson, Nicholas Delaney, Adrienne McEvoy, Trish Beyer, Lisa Lister, George Agbango, Chris Lapos, Bob Sandow.

- I. Call to order: Dr. Jonathan Rothermel (Associate Professor, History, Philosophy & Political Science, President of CU Senate, Mansfield) called the meeting to order at 4:01pm.
- II. Approval of the Minutes (February 8, 2024)
 - A. Review the minutes on the CU Senate Website:
<https://www.commonwealthu.edu/documents/240208agendacusenateminutesfinal-0>
Deb Rotella, (Assistant Professor SSS), made a motion, Mark Decker, (English Professor and University Senate Vice President, Bloomsburg) seconded. Minutes Approved.
- III. Announcements
 - A. For the latest info on CU Commencement, go to this website: Vice Provost Gretchen Sechrist reminded everyone to RSVP to commencement.
<https://www.commonwealthu.edu/cucommencement>
 - B. Go to the CU Senate Website for the most updated information:
<https://www.commonwealthu.edu/commonwealth-university-senate>
Reminder about incoming President Mark Decker who has reached out to all committees.
- IV. Committee Reports
 - A. Academic Policy Committee: Deb Rotella reported that the committee continues to work on policies and prepare for fall.

- i. Enrollment Management Subcommittee: Chris Lapos, (Associate V.P. Undergrad & Transfer Admis) stated that the by-laws are approved and the Admissions policy is on deck for fall readings.
 - 1. By-laws approved by Senate Executive Committee
 - ii. Information Technology Subcommittee: Matthew McKeague, (Associate Professor) Five policies will be done by April will move forward to 1st reading in the fall. Temporarily put survey on hold to send out.
- B. Advancement Committee: Erik Evan, (VP Univ Advancement) reported on behalf of Jason Genovese that the by-laws are approved. Reviewed 2 policies that will go through 1st readings in fall.
 - C. DEI Committee: Albert Jones, (Chief Diversity Equity & Inclusion Office) reported on behalf of Christopher Cummings that the DEI committee will have 2 policies ready for fall and have their by-laws done.
 - D. Finance Committee: Dina Clark, (Associate Professor Accounting & Business Law) stated that their by-laws are approved and they will have 5 policies ready for fall.
 - i. By-laws approved by Senate Executive Committee
 - E. Student Success and Campus Life Committee:
 - i. First Year Experience Subcommittee: Kelly Pytel, (Assistant Professor MS MH Counseling Lock Haven) on behalf of Rebecca Willoughby said that the First Year Seminar policy is ready for 2nd reading. April is the deadline for fall 2025 FYW proposals. They are working with Kim Hulslander, (Applications Developer 2) to develop a shared calendar for students.
 - F. Elections Subcommittee: Mark Decker reported that the elections are concluded, there were no run-offs necessary and overall had great participation. Thank you to everyone to participated. Final results will go out April 15th, when new positions will officially begin.
 - i. Newly elected terms will begin on April 15
 - G. Space and Facilities Committee: Dan Knorr, (Executive director of economic development and external affairs) stated that all elected positions are filled, as well as appointed positions for the committee. The executive committee is reviewing policies to see if there are any that can be lifted off of other committees and moved over to the Space and Facilities committee. Stacy Wagner, (Chief Facilities & Safety Officer) added that they have created a SharePoint site. They are still looking for 2 faculty and 2 students to join committee.

V. Notices

- A. Notice of Interim Policy on Emeritus Status and Procedure for Nominating and Granting Emeritus Status, Issued by VP for Administration & Chief of Staff, Suzanne Williamson (*Appendix A and B*) Suzanne Williamson, (Chief of Staff, VP for administration) explained the need for this interim policy is to consolidate for faculty. Brooke Harlow, (Professor Political Science) asked if there will be safeguards in place for quick retirement. That the faculty member retiring would not lose email before going through the emeritus process? Eric Hawrelak, (Professor BioChem Chemistry) asked if there are any appeals process for faculty who may not be in favor of their colleagues to go through Emeritus Status?

VI. 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 First Reading DRAFT Policies)

- A. Policy on Policies, Executive Committee: Kevin Range, (Professor BioChem Chem -Asst Chair) expressed concern regarding 4.2 of the Policy on Policies that it does not adhere to the spirit of the constitution. Feels that the procedures to make policy happen are outside of the constitution. Suzanne Williamson commented that the senate structure was modeled after the state system for policy creation, review and implementaion. Stanley Berard, (Professor Political Science) added that the state system is not a university. Things that are important to the institution should go through shared governance. Things that are policy in scope at the university are not as broad as policy at state level. Mark Decker explained that there are options on how to proceed with policy. Stanley Berard submitted that the policy is good as submitted, but that it could get questioned. He suggested that the language of “related to university policy” could be added to section 4.2 to amend the concern. So it would say, "Procedures, standards, and guidelines related to supporting a University policy may be issued, revised or rescinded by the Present..." Stanley Berard made a motion for the amendment, Nick Delaney seconded it. Approved to amend. Mark Decker made a motion to move the Policy on policies to 2nd reading. Lam Nguyen, (Professor Management Dept Chair) seconded it. Approved to go to 2nd reading.
- B. First Year Seminar Exemption Policy, FYE Subcommittee: Nick Delaney questioned on section 5.1.3 regarding students not being able to see the exemption form. Jennifer Demchak, (Professor) clarified that it is only for students working with an advisor. Erin Kennedy, (Professor of Psychology) asked for clarification if these are students who have not even connected with advisors yet, is there a situation that this could even happen? Brooke Harlow added that these specific issues should be handled in the summer or by the first week of classes or flag it ahead of time to avoid issues with scheduling or having to ask if students are FYS. Emmy Borst, (Executive Director of Student Success) explained that this would only affect a very limited number of students who could potentially go through this. It would not be true freshman, just transfer students. Mark Decker made a motion to approve policy. Adrienne McEvoy seconded. Policy approved to move to 2nd reading.
- C. Academic Integrity Policy, Academic Policy Committee: Brooke Harlow provided overview of what work has been done on policy and the adjustments based on first reading recommendations. Stanley Berard asked the question on how does the Senate announce development of procedures for policies? Suzanne Williamson answered that it can be pushed through Senate emails for awareness. Karen Stefaniak, (Asst Dir/Student and Residence Life LO) wanted to confirm if the students get accused and they do not accept the accusation, it goes to level 3, (student hearing)? Brooke Harlow explained that this is to protect due process of the student. Allows them to have grievance board. Jeanne Kagle, (Biology Professor) pointed out that section 4.5.4.1 states that resolution is required when there is no previous file. She thought that if there is no violation, it goes to level 3. If a student is accused at level 2, this will put a report on file. If student gets second accusation, the system will flag as second report. Kevin Range suggested to reorder the levels to make sense. Brooke Harlow accepted that revision. Suzanne Williamson clarified to remove 4.5.4.1 entirely as a friendly amendment. All in favor, approved as per friendly amendment. Adrienne McEvoy made a motion to move Academic Integrity Policy to second reading. Deborah Rotella seconded it. Approved.

VII. Other Business

- A. Consolidation of Student Emails to Commonwealthu.edu (Dan Knorr and CIO Dr. Ed Keller)
Dan Knorr said they met with Student Government Associations about merging emails to use

of “Commonwealthu.edu” emails, students were in favor. All emails will be forwarded from current email and there will be a plan put into place to ease students into this merge.

- B. Strategic Plan Update (Dr. Cori Myers) (*Appendix C*) Cori Myers, (Assoc VP of Institutional Effectiveness) explained the Strategic Plan Slide deck. Provided URL to dashboard in chat. Can also link to the KPI page for all priorities. Strategic planning will be meeting in May. Asked Senate members to please out all comments and concerns in the feedback form.

VIII. Remarks for the Good of the Order: Jonathan Rothermel provided promotion on ISEP. Diana Rogers-Adkinson provided her thanks and best wished to the Senate members as this will be her last meeting as Provost. Dan Knorr offered thanks to Jonathan Rothermel for his service as Senate President and welcomed Mark Decker as incoming president starting April 15th.

IX. Adjournment: Meeting adjourned 5:34pm.

Upcoming Fall 2024 Meetings

- CU Senate Executive Committee Meeting @4 pm via Zoom: Thursday, 9/5/24
- CU Senate Meeting @4 pm via Zoom: Thursday, 9/12/24
- CU Senate Executive Committee Meeting @4 pm via Zoom: Thursday, 11/7/24
- CU Senate Meeting @4 pm via Zoom: Thursday, 11/14/24