

University Senate – March 6th, 2016



University Senate Meeting Minutes

March 6th, 2017

3:00 - 5:00 p.m.

Monroe B01

IN ATTENDANCE:

John Abbruzzese, Abdalla Aldras, William Bajor, Terry Barry, Nurun Begum, , David Bousquet, Joanne Bruno, Robert Cohen, Robert D'Aversa, Darla Darno, Mark Davis, Susan Dillmuth-Miller, Anthony Drago, Kathleen Duguay, Brenda Friday, Sheila Handy, Keisha Kauffmann, Jonathan Keiter, Heon Kim, Eun-Joo Lee, Jaedeock Lee, Kenneth Long, Annie Mendoza, Taina Moore, Bob Moses, Richard Otto, Fernando Perez, Francina Phillips, Laurel Pierangeli, Sarah Pomales, Mary Frances Postupack, Tribhuvan Puri, Chelsi Roberts-Williams, Kennedy Sheeley, Leigh Smith, Doreen Tobin, Nancy VanArsdale, Daisy Wang, Gene White.

ABSENT:

Todd Behr, Rob Berkowitz, Locks-Ann Braham, Teri Burcroff, Esther Daganzo-Cantens, Scott Dietrich, Wendy Wheeler Dietrich, Johan Eliasson, Heather Garrison, Mark Gatesman, Melissa Geiger, Kyndra Goodwyn, Sandra Gordon, Kelly Harrison, Peter Hawkes, Jan Hoffman, Miriam Juya, Andrew Kissling, Clare Lenhart, Andi McClanahan, Barbara Miccio, Matthew Miltenberger, David Primus, Matthew Rivera, Yoshi Tanokura, Thomas Tauer, Charles Warner, Marcia Welsh, Jingfeng Xia.

1. Roll Call
2. Approval of February 2017 Minutes
 - Corrections made.
 - Approved by general consent
3. University President's Report
 - N/A
4. Fix the Agenda for the meeting
 - Switch FYE with Committee report
5. FYE report
 - Margaret Ball provided some data on the FYE from the fall, discussed the plans for assessing the program and entertained questions.
6. Committee reports
 - Nomination and Elections: No nominations received yet. Volunteers and nominations are encouraged.
 - Research: The committee will continue to collect information on research plan and will report findings at next meeting.
 - Budget and Planning: The committee met on 2/27. There are six open spaces on committee, which is co-chaired by Sheila Handy and Ken Long. The committee supports the idea of merging with facilities committee (currently being considered by Rules and Bylaws committee). Their next meeting is 3/28.
 - Rules and Bylaws:

University Senate – March 6th, 2016

- Proposed changes to the bylaws (see Attachment A). Changes were split into three separate votes. All changes approved.
 - Proposed constitution changes submitted (see Attachment B). Changes were split into four separate votes. All changes approved for consideration at next month's meeting.
 - Summary of constitution changes:
 1. Remove of references to “professional tutors.”
 2. Add the APSCUF VP, UCC chair, student senate VP, student trustee and deans to the list of those ex officio senator who send a designee to vote on their behalf.
 3. Ex-officio senators must identify their designee no later than the roll call.
 4. Clarified the population represented by the senator from president's and VPs' staff.
 - More changes will be proposed at future meetings; this is just the framework to implementing the further changes.
 - Academic affairs:
 - Brooke Langan demonstrated the use of the “Remind app” for contacting students
 - Proposed that the university “develop a hyperlink to be placed on the student scheduling page so that students can review how the construction of their semester schedule impacts their finals schedule”. Motion passed.
 - Proposed that “a representative of the University-wide Scholarship Committee report to the ESU Senate at large regarding internal and external scholarship opportunities and how these opportunities are communicated to students.” Motion passed.
 - Student Affairs: met 3/3, discussed possibility of expanding the weekend shuttle to daytime and they plan on giving out survey to students.
7. New Business
- N/A
8. Announcements
- Global Week: 7 days of events focusing on diversity (from April 2-April 8, 3 events everyday)
9. Adjournment
- Meeting adjourned 4:15 p.m., next meeting April 3, in Monroe B01.

University Senate – March 6th, 2016

Attachment A: Change in Bylaws:

O. All Senate Standing Committees and those Ad Hoc committees still addressing their charge(s) shall, ~~whenever possible~~:

- 1) No later than the second regular meeting of the Senate of each academic year, present to the Senate its goals and intended areas of interest and consideration for the year. To be included in the report are any charges that may have been directed to them by the Executive Committee or the Senate at large.
- 2) At each regular meeting of the Senate, provide an update on progress toward goals with a written report for the Secretary to include the dates of committee meetings and the names of the senators in attendance.
- 3) Submit materials, including arguments for and against proposals, in advance of the meeting so that the membership has an opportunity to review and discuss the material with their peers.
- 4) ~~Submit~~ Provide an annual reports of ~~session~~ Committee activities with a written report to be made available to the Secretary.
- 5) Annually review policies and procedures under their purview to make suggestions for changes and additions.

University Senate – March 6th, 2016

Attachment B: Proposed changes to constitution

Article 4 Membership

Section 4.1 Membership shall include faculty, administrators, coaches, staff, and students ~~and a professional tutor.~~

Section 4.1.1 The minimum qualifications for eligibility to serve on the University Senate are as follows:

- Faculty – Faculty senators must either be tenured or on the tenure track.
- Staff and Administrators – With the exception of ex-officio members, university staff and administrators must have completed the probationary period of employment (if applicable).
- Coaches must be full-time.
- Students – must meet the same minimum criteria required by the Student Senate for election to office.
- ~~Professional Tutor – must have completed one year of tutorial work in the University-Wide Tutoring Program.~~

Section 4.1.2 Faculty, staff, administrators, and students, become ineligible for election or for continued service on the University Senate in the event of the termination of their official status as a university employee or student. Students become ineligible for election or continued service in the event they are officially classified as “not in good standing” or if they are placed on academic probation. Termination of continued service or ineligibility for election is effective upon the date of termination of status with the University. ~~The Professional Tutor becomes ineligible for election or for continued service on the University Senate in the event of the termination of his/her official status as a university employee.~~

Section 4.2 The University Senate members include:

Section 4.2.1 Faculty: There will be one senator elected from each academic department and one senator elected from each of the non-classroom faculty departments. There shall be five at-large members of the faculty elected by the entire faculty with at least one at large senator each school or college and one from the non-classroom faculty not represented by a school or college. Departments and non-classroom faculty departments will conduct their own elections for departmental senators and APSCUF will conduct the election for at-large senators. The APSCUF President, the APSCUF Vice President, and the Chair of the University-Wide Curriculum Committee shall be ex-officio voting members. The APSCUF President, **APSCUF Vice President and the Chair of the University-Wide Curriculum Committee** may send a designee to vote in her or his behalf.

University Senate – March 6th, 2016

Section 4.2.2 Administration: The University President shall be an ex-officio, non-voting member. The University Vice Presidents and the Academic Deans shall be ex-officio voting members. The University Vice Presidents, and Deans may send designees to vote on their behalf.

Section 4.2.3 State System Managers: There will be three senators elected from among State System Managers. State System Managers will be responsible for forming an election committee to determine candidate eligibility, to promote and to conduct the election of State System Manager senators.

Section 4.2.4 Unions: The presidents of OPEIU, SPFPA, and SCUPA, shall select one representative from their organization to be senators. The president of APSCUF shall appoint one coach to be a senator. AFSCME shall select three representatives to be senators: two from persons represented by the AFSCME Master Agreement and one from those represented by the AFSCME Master Memorandum (First-Level Supervisors).

Section 4.2.5 Students: The Student Senate President, Vice President and the student member of the East Stroudsburg University Council of Trustees will be ex-officio, voting members. The Student Senate shall appoint or elect ten additional student senators, at least one of whom must be a graduate student. The Student Senate President, Student Senate Vice President, and the student member of the East Stroudsburg University Council of Trustees may send a student designee to vote in his or her behalf.

~~**Section 4.2.6 Professional Tutor:** There will be one senator elected from among the Professional Tutors. Professional Tutors will be responsible for forming an election committee to determine candidate eligibility, to promote and to conduct the election of a Professional Tutor senator.~~

Section 4.2.6 There will be one senator to represent those employees who are not already represented by one of the groups listed above, consisting mainly of the staff of the President's and Vice Presidents' Offices. ~~For purposes of this section, the staff of the President's office shall include university employees who work in (a) the President's office, (b) Research and Economic Development, (c) the Office of Diversity and Equal Opportunity, (d) the Office of Multicultural Affairs, and (e) University Relations.~~ The staff in the President's office will be responsible for forming an election committee to determine candidate eligibility and to promote and to conduct the election of ~~its~~ this senator.

Section 4.2.7 Those ex-officio senators who may identify a designee must do so no later than the roll-call of any regular or special meeting of the Senate.