

# University Senate- February 3, 2026



## University Senate Meeting Minutes

February 3, 2026

3:00 - 5:00 p.m.

Zoom

### EXECUTIVE SUMMARY

1. Roll Call
2. Approval of December 2025 Minutes
  - a. Approved by general consent
3. University President's Report
  - a. Unpredictable weather will continue throughout the Spring semester. When considering canceling classes versus going remote, variables such as student access to necessary tools and equipment as well as having reliable internet access are considered.
  - b. President's Council received information on adding "intellectual curiosity" to the Way of the Warrior, will now move to other groups on campus for feedback. More information at the next meeting.
4. Fix Agenda
  - a. Approved by general consent
5. Committee Reports
  - a. Executive Committee: Will continue discussing how those involved with senate committees can get involved with the strategic plan. Minutes will now include an executive summary. Report on estimated savings from incentives for retirement will occur at the next meeting. Also, in March will be information on measurable conditions to take a program in and out of moratorium.
  - b. Academic Affairs: Have not met yet this semester, will be next month.
  - c. Rules and By Laws: Still considering language for new initiatives. Would like to form an ad hoc committee to discuss language in more detail. If interested, please let Liz Scott know.
  - d. Budget, Finance, and Planning: Greg Boyce is now the chair
  - e. Campus Life and Inclusive Excellence: Have not met yet this semester, will be meeting in the coming weeks.
  - f. Research: Have not met yet this semester.
  - g. Free Speech Statement Committee: Had scheduling issues, will be meeting.
6. Student Government Association Report (Amaya Cox)
  - a. Teddy Bear Drive at Mekeel Daycare on campus in December, approved Future Business Leaders of America to be an organization on campus, Unity Ball was a wonderful event, budget season is now underway with all budgets due today (2/3), elections are now open for new senators with voting taking place February 19-20 and new senators sworn in on February 26.
7. Old Business
  - a. No old business
8. New Business
  - a. Way of the Warrior and Selection Process
    - i. See attached presentation

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- ii. Non-classroom representation will be added to the committee.
  - iii. Discussion on how to evaluate the Way of the Warrior in regard to operationalizing the variables
  - iv. More information presented at the next meeting with a vote pending
9. Open Discussion
- a. Hiring Faculty/Adjunct Process
    - i. Concerns about the hiring process and onboarding taking a long time and overlapping with the beginning of the semester
    - ii. Will be discussed in more detail at Meet and Discuss and with the Chair's Council
  - b. Course Dog Update
    - i. See attached presentation
    - ii. The schedule function should be ready in March
    - iii. Classes will begin to go through toward the end of the semester
    - iv. Will streamline curriculum process, other schools have started to use it and believe it makes things a bit easier.
  - c. Building a Culture of Responsive Communication
    - i. Will be looking to put together an ad hoc committee to provide some guidelines as to what responsive communication looks like
      - 1. Seconded by Bill Broun and will be discussed more at the next meeting
10. Announcements
- a. Last meeting on April 6 will be in person
  - b. Email sent out for Grand Marshal nominations, deadline in April 3
  - c. Middle States documentation will be available in the next week or so for review
    - i. Please review the report, gives many details on what has been accomplished at ESU over the last several years

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## **IN ATTENDANCE:**

Ball, Margaret; Barbosa, Miguel; Boyce, Gregory; Brannigan, Kyle; Brooks, Christopher; Broun, Bill; Carver, Marguerite; Casebolt, Kevin; Chelladurai, Jey; Cole-Malott, Donna Marie; Cox, Amaya; Dailey, Deena; Dillmuth-Miller, Susan; DiPipi-Hoy, Caroline; Domanski, Chris; Dong, Stella; Drummond, Darla; Eliasson, Johan; Fredette, Mary; Galdieri, James; Geiger, Melissa; Gruniero-Roadcap, Nieves; Hoffman, Jan; Hunter, Lorna; Iandoli, Edward; Ju, Young; Kavanau, Chris; Keat, Jan; Kim, Heon; Knickerbocker, Heather; Kraemer, Josie; Langan, Brooke; Long, Kenneth; Morris, Kizzy, Mullan, Margaret; Nickens, Rabin; Postupack, Mary Francis; Rodriguez, Elaine; Rosky, Jeff; Ross, Jerry; Sachs, Michael; Scala, Gina; Scott, Elizabeth; Smith, Jennie; Smith, Robert; Snyder, Brandon; Solis, Santiago; Vanic, Keith; Watkins, Shawn; Watson, Bethanie; Williams, Rosemary Samantha; Williams, Sylvester, Zhang, Xuemao

## **ABSENT:**

Ellis, Damaj; Green, Ainslee; Gutierrez, Hazel; Harris, Jamar; Jones-Wilson, Michelle; Kish, Tommy; Matis, Margaret; Miller, Aianna; Montalvo, Emilie; Rosen, Melinda; Street, Brian; Turay, Ansu; Varcoe, Kelly; Zhang, Shiqi

1. Roll Call
2. Approval of December 2025 Minutes
  - a. Minutes approved by general consent
3. University President's Report
  - a. Remain prepared for unpredictable weather, not over yet. The decision to cancel classes rather than to move to remote operation was concern that faculty and students were not adequately prepared to transition to remote so early in the semester. Also mindful of students perhaps not having the tools or equipment to go remote and the possibility of power outages. Have asked the provost to work with faculty to strengthen readiness plans so that we can minimize instructional and operational interruptions.
  - b. President council received the proposal to change the number 2 of the way of the warrior, adding intellectual curiosity. No concerns expressed. Now having the vice presidents bring it around campus to get other opinions on it. Hopefully in the next few weeks will get some feedback on it, will report at the next meeting.
  - c. Congratulate the faculty and staff who have completed the ACUE trainings. Thanks to Provost Ball, Associate Provost Morris and Dean Williams for their leadership in making this training possible.
  - d. Some important dates:
    - i. March 15-18 Middle States Reaccreditation visit
    - ii. Grand opening of University Center March 20

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- iii. March 28 Accepted Students Reception
  - iv. Scholarship dinner on April 9
  - v. Commencement May 8 and 9
  - vi. Economic Summit May 15
  - vii. New Student Orientations all in July this year (7,9,14,16,21,23,28)
  - viii. Welcome Back Week begins August 17 with classes starting August 24
  - ix. Family Weekend will be September 11-13
  - x. Homecoming Weekend will be October 1-4
4. Fix the Agenda for the Meeting
- a. Approved
5. Committee Reports- Status Updates
- a. Executive Committee- met last week to set the agenda, discussed some initiatives we would like to get involved with the strategic plan, committees will be looking at the plan to see if there is something we can add to.
    - i. Discussed format of the minutes, detailed minutes will continue however there will also be an executive summary that is a shortened version of the minutes.
    - ii. Talked about multifactor authentication, extra step where it shows if we want to stay signed in, doesn't really matter because we're always signed out. End of April maybe the screen will be removed. Also looking into another way to complete the MFA rather than just a text due to WIFI issues.
    - iii. Donna Bulzoni's report on estimated savings based on incentives for retirement will be postponed to next meeting due to her retirement.
    - iv. Measurable conditions to take a program in and out of moratorium will be postponed until March.
      - 1. Provost Ball: We replaced all the positions of those who have retired, and actually added a couple. There will not be much in regard to savings.
      - 2. President Long: Initiative prompted by sister schools looking at retrenchment. To address any possible retirements early so they can minimize retrenchment, schools like ESU and Westchester who were not in that state, were not even interested in it. It is a costly endeavor in the first two years due to the accelerated payout. There is a report produced by the Chancellor's Office, I requested it in Donna's absence, and we'll be providing that at the next meeting.
  - b. Academic Affairs
    - i. Haven't met since last meeting, will be meeting next month
  - c. Rules and By-Laws
    - i. Met right at the end of last semester, after December meeting there were many initiatives going up. Talking about language for online meetings. More difficult than they thought. Would like to form an ad hoc committee to discuss this language. Don't want to rush this through. Open it up to others who are interested. There is a lot more to think of than just a couple lines.
    - ii. Susan Dillmuth-Miller: Perhaps someone on other boards might be helpful.
    - iii. Liz Scott: We want a couple more brains, if interested contact me. Won't take too much time, want to meet a couple times to really hash it out.
  - d. Budget, Finance, and Planning

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- i. Donna Bulzoni not present due to retirement, Greg Boyce now chair of committee. They will be figuring out who he will be working with in the future.
    - e. Campus Life and Inclusive Excellence Committee
      - i. Have not met this year. Next week or following week.
    - f. Research
      - i. Have not met yet this semester, plan to
    - g. Free Speech Statement Committee
      - i. Scheduling issues, will be meeting.
- 6. Student Government Association Report (Amaya Cox)
  - a. December SGA went to Mekeel and did a teddy bear drive, a way to give back to the community. Our last open meeting approved Future Business Leaders of America to be an organization here at ESU, had unit ball last weekend. DEI committee worked very hard on that, it was amazing. Budget season is now under way, all budgets due today, will be reviewing them and working on allocating funds. Elections are now open and will close on the 8<sup>th</sup>. We will be at the Involvement Fair on February 3 and 5 to promote sign-ups. Voting will take place February 19-20 and new senators will be sworn in on February 26.
- 7. Old Business
  - a. No old business
- 8. New Business
  - a. Way of the Warrior Awards and selection process
    - i. See attached presentation for information
    - ii. Liz Scott: Committee composition? What about non-classroom folks? Could we get on this committee, how would we fit into that?
      - 1. Could make it one non-teaching if that would work.
    - iii. Jan Hoffman: since we are going to be putting this into an evaluation rubric, has each of the ways of the warrior been operationalized and defined? Is there a clear definition of what each of the ways of the warrior looks like? Is it there for people to know?
    - iv. Provost Ball: So, what does it mean to be committed to self-growth?
    - v. Jan Hoffman: How will we know it when we see it? What does this stuff really mean in regard to ESU?
    - vi. Susan Dillmuth-Miller: The scoring criteria here gives specifics, but this won't be front facing on the website.
    - vii. Jan Hoffman: hard to see what it actually is. The rubric is closer to that, could we do something like that to be clearer, an operationalized definition.
    - viii. Brandon Snyder: For me, personally, I'm on the other end. I liked how they were presented because everyone in terms of their position on campus is just so different in how they might be going about these items. I'm ok with keeping it broad.
    - ix. President Long: similar item came back to Jessica Diaz and a group looking at employee engagement as a whole in terms of recognition. Will be asking this recognition and the other recognition brought up by the three larger bargaining units to work together to see if they can mesh something comprehensive and inclusive.

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- x. Susan Dillmuth Miller: any way to do this blinded, so the name of the nominee and department or major are removed. Keep it blind to remove favoritism?
- xi. Provost Ball: Might be hard to do, the narrative makes it difficult. Will take a look at it, definitely. Will also be taking a look at what the other committee had put together. All ties back to the strategic plan.
- xii. Susan Dillmuth-Miller: postpone this until the final version is done and our feedback is considered.

## 9. Open Discussion

### a. Presentation: Hiring Faculty/Adjunct Process (Chris Domanski)

- i. Susan Dillmuth-Miller: identified some concerns about hiring taking a long time for new faculty or contingent faculty. Concerns that faculty aren't having access by the start of the semester. Hope you can shine light on the process and the steps.
- ii. Chris Domanski: two months at least needed, does take a lot of steps to get someone onboarded. We need at least two months to have them ready and have access. Had some issues with requisitions coming in late, hoping to make sure that doesn't happen again. Last year we implemented a much earlier contact for fall. This spring all of those requisitions will go in during the middle of the spring semester. So, contracts will hopefully go our right at the end of the spring semester for fall. The hard part is when we're getting into the winter session and still trying to figure out the schedule and adjuncts, so requisitions come in late. And that's what we're trying to fix with our process.
- iii. President Long: Is this better for Chairs Council or Meet and Discuss? Maybe they are better prepared to help address this. Maybe this is covered by other groups? Better suited for one of those groups?
- iv. Chris Kavanau: I think APSCUF Meet and Discuss, but Michelle's not here. I would suspect that she would offer the same recommendation.
- v. Melissa Geiger: I would second that as an executive member of APSCUF as well.
- vi. Liz Scott: We do bring this up quite a bit with the Chairs, so maybe it can go somewhere where it can get more legs on it to get it fixed.
- vii. President Long: Yes, it should be addressed and we need to fix it. I just want to make sure that we have the right people at the table that can get it resolved.
- viii. Susan Dillmuth-Miller: we do have all interested parties here? What if there was a committee made, an ad hoc committee?
- ix. President Long: Falls into labor management, once you start digging into that a little it can get derailed quickly. Should be resolved at Meet and Discuss, not here. Can get it resolved there.
- x. Provost Ball: bring it to meet and discuss, had it there before. Been working on it. Things happen, we can't control if errors are made, all of these things play into it. This isn't necessarily the best place, working with all of the chairs or with meet and discuss works best.
- xi. Gina Scala: Speaking for the Council of Chairs, it will be on our agenda, so maybe we can pull together information to pass on to that particular group of the concerns that are being raised by chairs.

### b. Course Dog Update (Chris Domanski)

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- i. Presentation attached
- ii. We have all been using it for events and scheduling. Want to make everyone aware of what it is. At its core, it's curriculum management. Building block for all of our academic achievements. This is eventually tied to our banner piece, this semester. We have been in the process of integrating old banner to new banner. Haven't been able to integrate it yet. Course dog is about curriculum. Once curriculum is there it goes into other modules. All starts with curriculum. Once it's been defined, it pulls data into the catalog and then we add additional pieces. You take the curriculum pieces and then we do our schedule in this as well. All of the courses will tie to the schedule, we have the events piece on the side of it. We also get curriculum analytics to be able to pull info about how and when we offer classes, the use of rooms, all of those pieces. Tied into one comprehensive software. Very excited to have this comprehensive database tied to our banner system.
- iii. Provost Ball: how long until it's implemented?
- iv. Chris Domanski: curriculum committee, me and Kizzy will do testing the second week in February. I have been building the processes to build the forms. Have a couple meetings. Should be done this semester to start being used at the end of this semester, pilot a couple classes to go through it. Catalog is already integrated but not live since we are finalizing the curriculum. Once that's settled, catalog will be live. Scheduler will start in March. Once everything is all there, we have the ability to make it what we need it to be.
- v. Provost Ball: really excited about building a course in it, when it goes through from faculty member to chair to college, to curriculum, it is timestamped who has altered anything in it. No one can make a change without timestamping who is making that correction.
- vi. Chris Domanski: because things are in paper version and through email, sometimes things get lost. That's what happens. In this system, if you are the author you always have access to the information and see where it is. Hopefully help fix some of those issues.
- vii. Deena Dailey: So, this is a single streamline document trail?
- viii. Chris Domanski: yes, you'll see checkboxes with where it's been and where it is now and where it will go next. Follows our process, the same process, just keeping track of things. Nothing has changed, just making it digital.
- ix. Susan Dillmuth-Miller: This can do a lot it seems, what are you short term or long-term goals?
- x. Chris Domanski: Short term, make sure it works and everyone has access to it. Long term; seeing how it can be assessed, does it work for faculty.
- xi. Jeff Rosky: we're updating the forms because we have all new teaching modalities in the CBA, trying to streamline things and make it a bit easier for changes to be made. Other campuses like Course dog, has made their lives easier. There were initial growing pains, but it has made curricular implementation a whole lot easier.
- xii. Mary Francis Postupack: we have a committee looking at efficiencies for work order so that when you put an event in the process for getting to the end of the event is more efficient.

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- c. Building a Culture of Responsive Communication
  - i. Timely phone calls and return of emails builds trust, short message of ill get back to you lets someone know they get the message.
    - 1. Bill Broun: was going to talk about this in November but wasn't able to. Originally something that English department was talking about in a meeting but has also been on the edge of the campus culture at ESU. Since covid but also before too, it's a little harder to get people to return phone calls and emails. Not intentional thing anywhere, but noticed it's widespread as part of campus professional culture. Didn't use to be like this. Thought that since in university senate it's a high impact space in terms of having conversations, invite people to share about their triage for emails and phone calls. What standards do you hold yourself to? What do you expect of others? Have you had problems? Don't want to rant and accuse people but really foster a brief discussion as wide as possible on campus and what should be our normal. Very interested in what people have to say.
    - 2. Susan Dillmuth-Miller: with this culture, people expect an almost immediate reply. Having a schedule send helps to respect the boundaries of the work day and not expecting a reply back on the weekends. HR came out with some recommendations for away messages.
    - 3. Jan Hoffman: students are exceptionally frustrated when they don't get an immediate response to an email from anyone on campus. What I've learned is that students will be very quick to go to the next level if they don't hear back. Made it a practice to try to respond as fast as I can. Students do notice this and have echoed the sentiment to me.
    - 4. Susan Dillmuth-Miller: I do let me students know, usually within 24 hours I will have responded.
    - 5. Michael Sachs: I'll get an email on Saturday and get another on Sunday. Expectations of the "when" for students can be part of the problem.
    - 6. Bill Broun: student communications aside, experiences also exist with this colleague to colleague among non-students. Interested in what people have in their own protocol.
    - 7. President Long: maybe this conversation should have people put their heads together to come up with things that we share in common as a community. Cabinet knows I don't send emails on weekend, that's to give them a little space from work. Maybe we can have some common curtesy among faculty and staff, a little different with students. Faculty can have individual rules in their class, institutionally it's different. Maybe we can set some general rules.
    - 8. Darla Drummond: Doesn't this kind of fit into the Way of the Warrior as far as what we value on campus? The curtesy, the respect component?
    - 9. Susan Dillmuth-Miller: Absolutely, because when you don't respond in a timely manner, that can erode trust and increase misinformation. Maybe we can put together an ad hoc committee to provide some guidelines as to what responsive communication looks like. Rules and bylaws forms the ad hoc committees.

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10. Bill Broun: I'd be happy to participate in something like that.
11. Susan Dillmuth-Miller: we could bring that to a vote, forming a small committee and get some volunteers. No vote today, but we could propose that, having an ad hoc committee to discuss what those guidelines look like. Seconds?
  - a. Bill Broun: Seconded.
12. Will be discussed at the next meeting.

## 10. Announcements

- a. Last meeting April 6<sup>th</sup> will be in person, nice to see everyone and actually see everyone face to face.
- b. Miguel Barbosa: email went out about Grand Marshal nominations for commencement, April 3<sup>rd</sup> is deadline
- c. Michael Sachs: Middle States update, at the all university meeting an overview will be given (tomorrow) report submitted last Saturday. IT will help create a SharePoint that will have the updated Middle States report and documentation. Hopefully, done in the next week or so, when that is done an email will go out to give people access to it (anyone on campus) to review documents moving forward. Site visit info and tentative schedule sent out. If you are scheduled for a meeting, we will send out individual emails. Won't be for a few weeks.
- d. President Long: if you get a chance, please read the report. It's a good story. The chair said to me we have a lot accomplished, we should be proud of ourselves as a university. We've come through a lot, most of you on this screen have been here, particularly since and through the pandemic, we have weathered a lot. The things that we have been able to accomplish, little old ESU is doing something that our sister schools, some bigger, haven't done. We're in the conversation with Westchester, Slippery Rock as top schools in the system. We should take pride in that and be proud of where we are and what we've done over the last several years. I had someone say to me last week that they had never seen a campus where that many faculty and staff know their students and who their students are and what's they're doing about their students.

## 11. Adjournment: 4:10PM