University Senate- October 5, 2026

University Senate Meeting Minutes
October 5, 2026
3:00 - 5:00 p.m.
Zoom

EXECUTIVE SUMMARY

1. Roll Call
2. Approval of September 2026 Minutes
    a. Approved by general consent
3. University President's Report
    a. Technology Fee
        i. Draft has been created and will go out for review. Plan to provide an update within the next month.
    b. Free Speech
        i. Vice President Solis will review the documents with legal counsel and the Office of the Chancellor. PASSHE does not have a system wide free speech statement. Every university makes their own statement based on the needs of the university.
    c. Track
        i. Renovations are still occurring. Once finalized, signs will be put up regarding opening the track.
    d. Tennis Courts
        i. Currently a combination lock controls access to the courts. Trying to figure out who would manage access, will report back to senate.
    e. Signage on Center Street
        i. Concerns about speed and violation of the one-way street law. More signage is up as well as speed bumps. Will be discussing other alternatives with campus police and staff.
    f. Class Waiting Lists
        i. Looking for confirmation from academic affairs and enrollment management that the change was made.
4. Fix the Agenda
    a. Open discussion (9b), the business and finance presentation will be moved to November
    b. Old business (7b), and old policy went out to the senate and the new policy was received about an hour ago. Will get it to the senate and have more discussion in November.
5. Committee Reports
    a. Executive Committee
        i. Met last month to set the agenda.
    b. Academic Affairs
        i. Met on October 2
        ii. Letter to Brooke Langan from Nurun Begum concerning how education is integrating general education courses into the major specific courses.

iii. Jan Hoffman: Question concerning students who have a lab and then attempt to drop it and add something else, leaves them with a higher bill for the credits. Possibility of having an alternative for students so that they are not penalized for dropping a course that happens to have a lab attached. Rob Smith will be looking at data to examine this information in a bit more detail.
iv. Financial aid changes that have been implemented starting this semester. Very important for students to check with financial aid before the drop/withdraw from a course to look at the ramifications of that decision.

c. Rules and Bylaws
   i. Did not meet in September, but will meet in October. Discussing online chat etiquette and Robert's Rules of Order. Will also be looking at SCUPA representation on Senate.
d. Budget, Finance, and Planning
   i. Did not meet in September, but will meet this Friday. Will have presentations by the Director of Budget and Special Accounting and the three heads of the unions.
e. Campus Life and Inclusive Excellence
   i. Met on October 1 to talk about shuttle routes based on student needs and increasing routes, will follow up with Frank Gay.
   ii. 3rd space conversations, plans to socialize and build community. Will be looking into funding.
   iii. Campus communication and messaging discussed and will follow up with the safety committee to see how they can collaborate on that goal.
f. Research
   i. Have not yet met. If interested in serving on this committee, please contact Susan Dillmuth-Miller.
g. Ad-Hoc Free Speech Committee
   i. Possibility of surveying students regarding free speech.
   ii. Change was made to the website to make the free speech statement come up when searched.

6. SGA Report
   a. New senators sworn in and not working with a full senate with students assigned to committees.
   b. Homecoming was a success and students had fun.
   c. Participating in the housing event where the Student Union is turned into a haunted house on October 29.
      Safety walk to identify safety hazards on campus on October 20
   d. Pink light walk was Thursday and a success.
   e. Discussions about the shelter in place and building relationships with campus police.
   f. Representation at the Remembrance Day.
   g. Board of Student Government Presidents meeting, discussion with Chancellor Fiorentino
   h. Energy drink fundraiser on October 7 from 9-12 in the University Center
   i. Next meeting Thursday from 2-4 in senate chambers

University Senate- October 5, 2026

7. Old Business
    a. Proposal: ESU shall require that all new students submit their enrollment deposit no later than the calendar day immediately preceding the first day of classes for their admitted term. (Postponed from April until more information is gathered by Academic Affairs and carried over from Sept).
        i. Discussion about the pros and cons as well as the impact on students and faculty.
        ii. DFW rate for students who register late discussed, data from 2018.
            1. Data will be updated by Rob Smith and discussed in the November meeting
    b. Proposal: Leave of absence policy
        i. Delayed until November
8. New Business
    a. Proposal: President Long instruct the marketing and communications office to establish a list with faculty names, emails, phone numbers, and issues/areas of specialty and expertise, so that reporters can immediately be put in contact with the appropriate experts at ESU.
        i. Discussion about the pros and cons of having a list to pull from.
        ii. Vote on proposal
            1. 84% yes (37 votes) and 16% no (7 votes)
                a. Proposal passes
    b. Proposal: Departmental websites require approval from the department before information is added or removed.
        i. Discussion about the need for this and who would be responsible for maintaining the information.
        ii. After discussion, called to question
            1. 29 votes (over the 2/3 required)
        iii. Vote on proposal
            1. 79% yes, 21% no
                a. Proposal passes
    c. Proposal: Utilization of University Center Space to Address Classroom Capacity Constraints
        i. Discussions of the impact on the budget and different areas of the budget.
        ii. Discussion on the use of an area meant for a 3rd space for students for classrooms.
        iii. Vote on proposal
            1. 9% yes, 91% no
                a. Proposal does not pass
9. Open Discussion
    a. Middle States Final Report
        i. Possibility of having a press release issued
        ii. Proposal seconded
        iii. Vote on proposal
            1. 89% yes, 11% no
                a. Proposal passes
    b. Business and Finance Presentation

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        i. Pushed to November meeting
    c. BIT Bit of Technology- Rob Smith
        i. Pushed to November
10. Announcements
    a. College Republicans shared information about safety for women on campus and campus/local resources available.
11. Meeting adjourned

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In Attendance:

Ball, Margaret; Barbosa, Miguel; Boyce, Greg; Bertram, Carissa; Brannigan, Kyle; Brooks, Christopher; Broun, Bill; Campbell-Stewart, Ateshia; Carver, Marguerite; Casebolt, Kevin; Cole-Malott, Donna-Marie; Coyle, Benjamin; Dana, Karen; Dillmuth-Miller, Susan; Domanski, Christopher; Dong, Stella; Drummond, Darla; Eliasson, Johan; Fredette, Mary; Gallup, Scott; Gartner, Samantha; Gruniero-Roadcap, Nieves; Hoffman, Jan; Hunter, Lorna; Keat, Jennifer; Jones-Wilson, Michelle; Ju, Youngwook; Kavanau, Chris; Kim, Heon; Knickerbocker, Heather; Langan, Brooke; Liparulo, Kyle; Long, Kenneth; Loughlin, Kendra; Lovett, David; Martinez, Raquel; Mason, Amie; Melo, Luisa; Mustafina, Zarina; Nickens, Rabin; Philippeaux, Nathalie; Postupack, Mary Francis; Rodriquez, Elaine; Rosen, Melinda; Ross, Jerry; Rush, James; Saker, Connor; Scott, Elizabeth; Smith, Jennie; Smith, Robert; Solis, Santiago; Thorn-Hauswirth, Damian; Vidaic, Aryanna; Watkins, Shawn; Watson, Bethanie; Zhang, Xuemao

Absent:

Amador-Rosario, Mary; Carlo, Alex; Carter, Sean; Cavaiuolo, Domenico; Daily, Deena; DiPipi-Hoy, Caroline; Green, Ainslee; Harris, Brock; Kimm, Haklin; Lopez-Rodriguez, Emely; Mayyasi, Omar; Mullen, Margaret; Scott, Steven; Snyder, Brandon; Soto, Autumn; Thomas, Rayshon; Turay, Ansumana; Varcoe, Kelly; Williams, Isiq; Williams, Rosemary Samantha; Williams, Sylvester; Yoder, Xeni Barakos

1. Roll Call/Sign In
2. Approval of September 2026 Minutes
    a. Approved by general consent
3. University President's Report
    a. Would like to provide an update on some of the outstanding items and proposals that the senate has put forth:
        i. Technology Fee
            1. A draft has been created and will be going to the Cabinet in the next day or so for review. Then it will go to the chair's council for their review as well. Plan to provide an update to senate within the next month.
        ii. Free Speech
            1. Vice President Solis will review the document with legal counsel and the Office of the Chancellor to make sure the document is consistent as it relates to freedom of speech.
                a. Susan Dillmuth-Miller: You shared the document from senate?
                b. President Long: Yes, I felt the information that was put up went through a vetting process and I didn't want to bypass

that. Dr. Solis will review the document and guidelines and make changes. Creating a new polity will go through the same process it went through to make the policy that exists. Dr. Solis will consult with legal to see if any enhancements will be made looking at the document that was made. No change for now, we will conduct a more thorough review of it and any changes that might be done.

c. Susan Dillmuth-Miller: I assume that Dr. Solis worked with the committee to make changes?
d. President Long: No, we're not making any changes until a review has been done of what currently exists. If a change is warranted, Dr. Solis will review it. Back in 2021, 2022, the State System as a whole went through a comprehensive review of free speech and other items related. That is what created what we have. We will conduct another review similar to that and bring back if any changes are warranted.
e. Chris Brooks: Can I ask a question about the process back in 2021? Maybe Dr. Solis is the better person to address this. To your knowledge, does PASSHE have a system wide free speech policy?
f. President Long: No, not a system wide one. Every institution looks at their process and reviews it and then it is reviewed by legal counsel. We (the presidents) decided we didn't want a single policy for each school.
g. Dr. Solis: That is correct.
h. President Long: Once the review is completed, we will bring that back to the committee so they can look at it and see if it addresses the concerns that were expressed. I don't expect it to take very long. We want to go through the process that is the same as the one that we have now.

iii. Track
    1. Renovations are still occurring so the track is open on and off as available. The renovations will be completed early this month. Once finalized, athletics will put some signs up. The challenges with the track include people bringing their pets on the track. We are looking at how to control that. We expect the track to be open to the campus community at minimum but possibly open to the public as well.

iv. Tennis Courts
    1. There is a combination lock on them due to the need to have controlled use. We are trying to figure out who would manage that and give access to the courts without putting that on the police. We are getting final recommendations from Dr. Snook and will submit that to the senate.

v. Signage on Center Street

1. I'm not sure what is missing, now everything is up. A sign was put for the one-way on prospect street as you're coming in and another one-way as you're coming out of the faculty/staff parking area, so it should be complete.
    a. Susan Dillmuth-Miller: more signage on that street was the proposal, maybe paint on the road, lights, something that would alert drivers to not enter?
    b. President Long: I will discuss that and see what we can do. I will talk to campus police and staff to see if anything else can be done.

vi. Class Waiting Lists
1. Looking for confirmation from academic affairs and enrollment management that the change was made.

4. Fix the Agenda
    a. Open discussion (9b), the business and finance presentation will be moved to November
    b. Old business (7b), and old policy went out to the senate and the new policy was received about an hour ago. Will get it to the senate and have more discussion in November.
    c. Santiago Solis: d1, why is it there?
    d. Susan Dillmuth-Miller: it was passed in April and put there as a reminder that it should be addressed by the committee. Proposed about the student tutors, students with merit scholarships contributing to the tutoring center. The proposal was revised to what was listed under 5d1.
5. Committee Reports
    a. Executive Committee
        i. Review of the 2025-2026 proposals to provide a status update
        ii. Met last month to set the agenda
    b. Academic Affairs
        i. From 4/6/26 senate meeting proposal: academic affairs and campus life to explore actions that would reduce DFWI rates across the university
        ii. Met on October 2nd and some really interesting things came up. Brooke Langan will talk about a letter she received from Nurun that champions the work of our faculty to connect general education courses.
            1. Brooke Langan: we have been doing a lot of talking about the importance of 'why' behind general education courses and the work that my faculty are doing with gen eds.
                a. Note shared from Dr. Begum concerning how to connect the general education courses with department courses. Started to see a positive impact, students are able to connect what they are learning in their general education classes with course content in major specific classes. Reflects the comprehensive approach we are working towards, creating a village where future professionals are nurtured through meaningful and connected learning experiences.

iii. Provost Ball: Dr. Hoffman brought up a very good point. Jan, do you want to talk about that, regarding the students who were having difficulty if they drop a lab?
iv. Jan Hoffman: Sure, as you all probably know, I work a lot with the college of health sciences, biological, chemistry, and physics students. So, many of my students have come to me as incoming freshmen, sophomores, whenever they are seeing me, they can count on a lab being on their schedule. Sometimes there is a situation when freshmen will come in and want to try a major out and it might take 5 classes for them to realize that this isn't for them. Sometimes we will have a student who's on scholarship who decides that they want to switch to psychology and are currently biology, and maybe it's week 4 and they recognize that they are in some higher burden course than they now need, because they are switching to a different major and it's hurting their academic success. If they want to drop a class, because maybe they aren't doing well, and second quarter is still approaching, having a second quarter course could allow you to keep your 15 credits, that keeps you on track for your scholarships. The problem we're having with these students who come in with 16 credits, sometimes 17 credits, who then decide to drop a course, is that if they want to take advantage of second quarter courses, they have to pay money, because even through they're dropping a course, they add another class in the second quarter that brings the to 16 on paper, but really it's 20 because the credits they drop are held against them. So that would mean a student who has a lap would have to pay money for over 18 credits, which is impacting students. My thought was, these students who have labs, they should have the same opportunity to be able to make a decision about a class any anyone else. Is there anything that we could do to allow for exceptions when we have students in those situations who are looking to take a second quarter course or a fourth quarter course, and not have to pay the extra money?
v. Rob Smith: Can I reframe that a little bit? Let me make sure that I understand, so I have 18 hours right now, right? And I'm going to drop my lab, which is going to drop me in 4 hours and I'm going to put back 3, I'm going to need permission to enroll, or I'm going to be billed extra because I'm going to be 19, 20, 21. And now I'm going to receive a W in that particular course because I'm withdrawing today. And so I've taken a seat, we've paid the faculty member to have that seat paid and them I'm going to re-register for another course and shift the tuition. Because I don't repay, that means we have taken two seats and only paid for one. Just making sure. The w grade is going to stay there, and there's someone else that is going to take that seat.
vi. Jan Hoffman: Like every other student, but because they have a lab, they have to pay money, but any other student doesn't.
vii. Rob Smith: And then that counts against us in our DFW rate, because the w is going to stay. And now I'm going to pick up another quarter course to

put me back in the same potential risk to get another DFW, or maybe I'll be successful.

viii. Jan Hoffman: frequently when this happens, it's because a student is struggling in a class. They're not usually looking to drop a class that they're doing well in. they're usually struggling. Of a D or an F, more likely than not, if they're going to drop a class. So then they have an opportunity to take a second quarter course or a fourth quarter course and maybe get an A or a B because it's a class that is more in line with what they're looking to do.

ix. Rob Smith: Yes, it's GPA management, I get it. It's just manipulation of the course selections is what the concern is.

x. Jan Hoffman: Oh I know there's concern, I was just something I wondered if we've ever spoken about it. I've seen it impact a lot of my students, so I thought it was worth a conversation.

xi. Rob Smith: Sure, so just so you're aware, so if you provide incentive to take the W, and the DFW rate increases then understand that that's going to change the percent of failure, right? So you could have potential courses now with a higher DFW rate, because the W now is going to count, because we are providing an incentive base for change. Not that it's bad, I'm just saying we have to understand the consequences.

xii. Susan Dillmuth-Miller: any objections to putting that on the next November's meeting as a proposal? And then we could continue discussion?

xiii. Jan Hoffman: ultimately, they're going to drop the class anyway. They're not going to stay in the class when they realize the situation that I'm discussing, but it's just a matter of allowing them to stay on track for scholarship and giving them another opportunity for graduation.

xiv. Provost Ball: Yes, we can talk to, I don't know if it would be the bursar or financial people, a couple of different areas?

xv. Rob Smith: Yes, absolutely.

xvi. Susan Dillmuth-Miller: yeah, I think that would deserve exploration, because it would be benefiting our students. I mean, I imagine, being in a major you know isn't for you and looking to get out and to continue in the major you're interested in.

xvii. Provost Ball: at Slippery Rock and quite a few other universities in the country, they have an option it's called, particularly used for those first year students, where they can opt to get a no grade or pass. So it doesn't impact their gpa, but we don't have that policy. It's something we have been talking about exploring. And again, only allowing it for certain amount of credits as well, but that's what some schools use for this type of situation as well. Or for students who we know come in with one major and if they fail a course and change their major, they have to go back and pass that course in the major they don't want any more to help repair their gpa. And this way, they don't necessarily have to do that, because we do have quite a few students who might start in a major and then they have to

spend so much time trying to pass those course that they don't even need in their new major just to get out of the gpa hole.

xviii. Jan Hoffman: yes, it really does put them in a hole. It certainly puts them in a position of less motivation if they decide they have to keep this and take classes they aren't going to necessarily need in the end, or take classes they're struggling with. If we could find some small thing that maybe we can say, hey, we can offer this solution. I recognize that there must be a reason behind the policy, but seeing what we could do and maybe make an exception for certain students in certain situations.

xix. Susan Dillmuth-Miller: ok, perhaps your committee can explore that and bring forward a proposal

xx. Provost Ball: we'll explore. The other thing that Kevin Casebolt brought up is the traffic issue again, you now, that was discussed earlier. Kevin, was that sort of the same discussion?
Kevin Casebolt: year, 25 years and counting. It is very seriously dangerous over there and I know that we've got the do not enter signs and you've got the stop sign, we now have temporary speed bumps there. But it is very dangerous and I hope that we can come up with a stronger way to enforce the speed and follow the rules of the road, because they're egregiously disobeyed frequently in that area.

xxi. Provost Ball: I believe the police chief is on the call.

xxii. Chief Iandoli: Yes, I hear.

xxiii. Provost Ball: The last thing, I don't know if he managed to get on the call, but Leo from financial aid discuss or remind everyone the change in financial aid and how students will be looked at if they go below that 30 credits. They really do need to pass a certain number of courses, or they will be losing their financial aid. I don't see him on the call. Ok, he's out sick, Dr. Hunter, I don't know if you have anything to add to that?

xxiv. Lorna Hunter: yes, when we're looking at having or advising students to drop courses, we really have to have them talk to financial aid. Because if they drop a course in the fall and it takes them below, when they go to get their loan in the spring, their spring aid is going to be prorated, so they'll end up paying quite a bit more for their spring semester than they anticipate.

xxv. Provost Ball: And this is new for this year, this hasn't been a past practice.

xxvi. Lorna Hunter: it came fast, right in for this year and it was something that kind of came through over the summer.

xxvii. Provost Ball: So it's really important that all advisors know. I know we have students on the call as well. Again, any information you need, or student government, please share this information.

c. Rules and Bylaws
    i. Did not meet in September, but will meet in October. Discussing online chat etiquette and Robert's Rules of Order. We received a proposal from SCUPA to look at senate representation for SCUPA members.

d. Budget, Finance, and Planning
    i. Presentation below under Open Discussion

ii. Greg Boyce: we did not meet in September, but will meet this Friday. We will be establishing a recurring monthly meeting schedule and we will have a presentation by the Director of Budget and Special Accounting and the three heads of the unions have also been invited for that presentation.

e. Campus Life and Inclusive Excellence
   i. Academic affairs and campus life to explore actions that would reduce DFWI rates across the university
   ii. Met on October 1st and talked about the shuttle routes based on student need. Mentioned expanding or increasing routes to the back lots in the performing arts center. Will follow up with Frank Gay to see how often they go up there and how we can increase those routes.
   iii. 3rd space conversations, places to socialize and build community. We did come up with some ideas and will be discussing this one to get the ideas out there. We need to identify some funding, so we are working on the finances for those spaces. Will share updates as they move forward. University center will be used to help find creative ways to utilize the space. Things like bulletin boards, white boards, etc.
   iv. Also discussed campus communication and messaging and will follow up with the safety committee to see how we can collaborate on that goal.
f. Research
   i. We have not yet met
   ii. Two openings on the committee, please let Susan Dillmuth-Miller know if interested
g. Ad-Hoc Free Speech Committee
   i. Chris Brooks: I've noticed that the website was changed. In the spirit of shared governance, I would have expected to have worked together with folks to do that, or I had, you know, obviously, the administration has the authority to do what it will, but I don't know, my understanding was that there would be a conversation, and there wasn't. So I mean, nevertheless, moving forward, I hope that there are conversations. Given that it seems that PASSHE does not have a policy, per se, but sort of works within a spirit, an understanding, and each institution has its own language. I took a minute to look at some of the PASSHE schools this past summer. And there is quite a difference between the institutions but I can also see the thread between them. But it's very broad, I don't know if that's a conversation to be had between PASSHE schools, if we want to. You know, on this campus, maybe survey students to see where they are with it. I mean, there are a lot of moving parts and I think this may be part of the broader conversation on this topic moving forward.
   ii. Susan Dillmuth-Miller: thank you, I know your committee was charged with writing a free speech statement for our campus, as well as making recommendations on the website.
   iii. President Long: If I can just comment on that one, Dr. Brooks, that change that was made to the site. I didn't anticipate that. That was a recommendation from the committee. It was. It was actually pretty self explanatory. I think one of the big changes was you, if you type in free

speech, it doesn't come up. And that was something we weren't sure, so that was a kind of a quick fix. So the changes that were made were things that the administration felt made perfect sense to make those changes. And since it was recommended by the committee and moved forward by the senate, I didn't see a need to have to come back, but thank you for calling that out. I'll make sure in the future we also share with you what we are planning on doing, but that was the objective there, to try to, not bypass the committee, but it was, what you point out was very clear and made perfect sense for me as well as to others. So, in terms of the system wide, that was discussed by the presidents several years ago, and each campus decided that it was better to have individual policies even though at the same time, threads through them all, but each institution to create their own. I will be honest, I don't think there's an appetite to, across the system, for everyone to revisit that at all 10 locations.

6. Student Government Association Report- Nathalie Phillippeaux
    a. In the past month, we recently just swore in new senators and we have a full senate. We just recently assigned students to their committees. Some guests that we have had so far: Jennifer Young, Kayla Simon, Lauren Stemler, Dr. Solis, Dr. Hunter, Frank Gay, to talk about some safety and parking updates. Homecoming was this weekend and I would like to say that students had a lot of fun and enjoyed the fireworks. They thought it was a really nice new addition. I represented SGA for homecoming royalty. We didn't win, however, we are grateful for the opportunity to represent and promote the SGA. Many students had concerns about how we weren't having a bonfire this year, but I did let them know that there were proposed plans for the field it usually takes place on, and I think they were satisfied with the possible alternative. We will be participating in the housing event where we turn the university center into a haunted house, this will be on October 29. We have the safety walk, when out senate works with administrators to identify any possible safety hazards on campus, this will be October 20. The pink light walk was Thursday and it was a success. A lot of us had fun wearing out pink. I did have some comments regarding the shelter in place. We would like to thank campus police for responding in such a timely manner and ensuring the safety of students. With that being said, many students were concerned about the relationship that we have with our campus police, we are in the process of brainstorming ideas to foster our connection with them. Whenever we come up with some ideas, I'll report back to you all. We also had Zarina Mustafina, our Student Affairs Chair, represent us at Remembrance Day. We had our DEI chair Zainab Hajjali, represent us and present a speech at the 27th Annual Legislative Fellow Breakfast on September 25. Just recently I met with the Board of Student Government Presidents. The meeting was primarily introductory, but we did have the opportunity to speak with Chancellor Fiorentino. Some students brought up concerns regarding building morale for students who are aware of job layoffs and the possibility of students not getting employment outside of college. We also discussed the PASSHE pledge. Lastly, we have an energy drink fundraiser for midterms on October 7 from 9-12 in the

University Center. As always, we have an open meeting on Thursday and all are welcome to join us from 2-4 in the senate chambers.

7. Old Business
    a. Proposal: ESU shall require that all new students submit their enrollment deposit no later than the calendar day immediately preceding the first day of classes for their admitted term. (Postponed from April until more information is gathered by Academic Affairs and carried over from Sept).
        i. Susan Dillmuth-Miller: Provost Ball reported that it was PASSHE policy, I don't see it was written as a polity so we can discuss it here and vote upon it. Pros and cons were discussed. The pros being easier to find classes if we have an earlier tuition deadline, waiting until late, the benefit is we have the student in and have the student attending. However, problems with that the chairs have expressed regarding finding them classes and a good student experience. This is open for discussion and bring to a vote.
        ii. Provost Ball: add/drop is consistent across passhe, so if a student is adding or dropping a class there really isn't a lot of difference in a student doing that or whenever they have deposited. We have to try to be very transparent with students. If we admit them the Friday before school starts in nursing, we won't be able to get them a nursing schedule. If there is room in a major, and we have lot of room in areas, we should be able to take those students. Otherwise, we would be sending them to Bloomsburg. We have schools desperate for students and we are too. The thought of turning someone away at this time is very concerning.
        iii. Rob Smith: sometimes during the add/drop period we get second choice students. Kids that come to their second choice. This gives them the ability to withdraw from other campuses and come to esu. If not, we are going to be turning folks away like that and Northampton is right there ready to take them if we don't. Also, about 50% of these students are successful. If 50 people register late, 25%, you know half, are definitely going to continue. That's 25 students we wouldn't have received any other way. There is precedent in other institutions that it extends to maybe the end of drop and add. It may be better to start looking at procedures, like how do we get rid of the ghost students prior to add/drop? Which, this year we have quite a few. That means that the student was registered and attending another institution and not ESU. So those seats were taken by a student that had not planned on attending. It may be time to really start looking at some of those practices to assure that things are truly aligned before we make a decision as to limiting transactions to the first day.
        iv. Susan Dillmuth-Miller: can I ask what you mean by ghost students?
        v. Rob Smith: when I apply, I may or may not pay my deposit, it could be deferred. Once that happens, my transcript is done automatically because I'm using a service from my high school. So now I have a transcript here and I have paid enrollment fees. After that I'm registered. If I do that at 5 institutions, I'm going to attend the one that I want. I don't necessarily tell you that I'm not attending, but that registration doesn't get removed from

the course. So if I don't physically tell you I'm not attending, that registration stays on the books until we go through roster verification. If after roster verification that student is reported as never having attended, if this happens for all 5 of their courses, then we remove the student's registration. And in some instances, once you get to that point in the semester, we're asking them to pay a bill. They will physically call and say I am not physically there. Please remove my schedule. So if that student doesn't take that action, the course schedule stays live until after student verification. So that's seats somebody could have had.

vi. Susan Dillmuth-Miller: some of the concerns that were written on the proposal was that they're registering on the add/drop day, you have one day to find them classes and that takes time. They're also transferring credits, that takes time. And it's put on the chairs at this point, where they have to evaluate the courses, identify what courses transfer, try to find appropriate coursework, see what classes are open, and they've already missed a whole week of class. What if it's not moved to the day before class, if the deadline could be moved it would be a big help. And the question is, what kind of student experience do we want to give? When a whole week has gone by, the DFW rate is 80% for students who register. An much lower for students who register earlier.
vii. Rob Smith: isn't that data kind of old though, from 2018?
viii. Susan Dillmuth-Miler: Yes
ix. Rob Smith: we would have to rescore that, because I don't know it that's still the case.
x. Bob Cohen: Does anyone have data? Or recent? Also, does it depend upon what day of the week? Is the last day versus the first day of the week? I was the chair at the time and I think that chairs are sensitive to concerns about enrollment but I think we also need to be sensitive about the concerns of chairs and not just disregard their concerns. So if there is a way perhaps to move it just a couple days earlier so that they have time or possibly if they're going to enroll late that they can't declare a major yet, so they would have to be undeclared and then the chair does not have to set them up a schedule as appropriate. I think there may be some room for compliments.
xi. Provost Ball: Dr. Cohen, that's what I said earlier. We've got to be transparent with students. I can't give a nurse a nursing schedule the last day before classes start. There's certain areas we can't. there are areas we can though. So I think we've just got to be able to be transparent with them.
xii. Rob Smith: I've seen other mixes, right? Where it comes back and says, ok you can't miss two days of class. If you miss one day, which would be the first day of drop/add, second day of drop/add, so you've got like your month, you know, how the scheduling cycle foes, as long as you've only missed one then that's fine. But if you're now at the end of the week, to your point Robert, is that now that's where we need to cut it off, because now you've missed 2 classes, or potentially 3 classes, now you're so far in

a hole you're never going to catch up. So I think somewhere in the middle there may be a better look. The other thing, remember when you're looking at grade data, what banner gives you is the transaction date so you have to look at their first registration date and that's different than what's on the grade report. So, those are some things that I can help you with if you really want to take a deeper dive.

xiii. Provost Ball: I know I've said this before, but that's why a lot of colleges, particularly community colleges, will have a set of course starting mid semester so they capture those students who are late.

xiv. Rob Smith: Yes, so I think what I would suggest is take a step back, take a little deeper look at it, maybe find a way to meet halfway in the middle.

xv. Jerry Ross: it seems like we can separate this into two things. One, student success and whether or not we're doing right by the student, but then the second one is the department chair piece. That one is easier to settle if we can agree to make the department chair no longer responsible for the schedule for these students after the first day of class starts. So, the administration is stuck on wanting this, then can we put it on the administration to advise those students and get courses for them so it's not on the department chairs? And then we can decide and argue and look at the date to see whether or not this is a good idea for student success and what the dates are. But if we take it off the department chairs altogether, then that solves at least one problem.

xvi. Rob Smith: Is advising in the CBA? I believe it is, I think that's a faculty member's responsibility in the CBA.

xvii. Michelle Jones-Wilson: Advising is faculty work. That said, wearing my chair hat, it is a disaster for the students who I find out have been accepted at 4:00 on Tuesday when the last time to register is midnight that night and somehow I'm expected to get their email and give them an appropriate schedule in those next 6 hours.

xviii. Susan Dillmuth-Miller: So they're already missed a week and a day of school at that point if we're going right up to add/drop.

xix. Rob Smith: Yes, I think I still go back to Dr. Cohen's suggestion, looking at day one, day two, you know somewhere in the middle of the day count. I think that's a great idea.

xx. Susan Dillmuth-Miller: so Rob, you're saying go back, look at the data, and then report back.

xxi. Rob Smith: yes, look at the day occurrences, right? So see if there is a difference in the day.

xxii. Susan Dillmuth-Miller: Sounds like we have a proposal then, to look at the data, maybe have Rob Smith look at the data. Any objections to that? No objections. Rob is it possible to have the data in November?

xxiii. Rob Smith: Yes

b. Proposal: Leave of absence policy- carried over from September
   i. Delayed

8. New Business

a. Proposal: President Long instruct the marketing and communications office to establish a list with faculty names, emails, phone numbers, and issues/areas of specialty and expertise, so that reporters can immediately be put in contact with the appropriate experts at ESU.
    i. Susan Dillmuth-Miller: currently we don't have that. To go back and forth between the chairs takes time. Reporters don't want to wait for that. Wouldn't it be nice if we have one of ours being the expert, would give us really god publicity.
    ii. Provost Ball: did this come out of a particular incident?
    iii. Johan Eliasson: two specific incidents where marketing department contacts the chair, the chair tries to get a hold of the faculty, the faculty has to contact the department chair, the department chair has to contact the marketing department. Two days later, they've contacted someone else. With the reporters, this is free advertising. It costs us nothing to have experts comment. I've been asked about Canadian tariff incidents. It took over 48 hours to get approval. Obviously they went somewhere else already. I saw the clip and it has 6 mistakes. This was the second time in a year. I think we want to get promotion for ESU, we want to save money. This should be an absolute no-brainer unless the admin doesn't trust the faculty. That seems to be the only thing that would hold us back.
    iv. Provost Ball: Johan, I don't believe that is it at all. It's really making sure we connect with the right person, because if we put 5 different people in political science. That's why we go to the chairs to see which one would be the best for this.
    v. Johan Eliasson: but that's the purpose of the list
    vi. Provost Ball: lists I've seen aren't necessarily as specific as connecting to a specific area you work in.
    vii. Bill Broun: I worked for several years in the news media. There are lists, you know, I've used those lists and they're extremely helpful. If there's one of these lists out there, they are extremely helpful in giving reporters a sense that they're not being managed by institutions, that they're getting straight to the source, the message isn't being shaped. It's basically going straight to the reporter and it's very handy. I mean, it's very easy to make it sort of fine-grained, it's just adding another name, so…
    viii. Provost Ball: but I think it really does…
    ix. Bill Broun: I'm sorry, you just interrupted me.
    x. Provost Ball: Oh, I'm sorry, I wasn't…
    xi. Bill Broun: yeah, I had the floor I though.
    xii. Provost Ball: Oh I'm sorry Bill, sorry.
    xiii. Bill Broun: There could be a fine grained list put for every department. So at that point, I'm going to cede the floor. Thank you
    xiv. Susan Dillmuth-Miller: Margaret did you want to say something?
    xv. Provost Ball: I apologize Bill. I was agreeing with you. They have to be very specific in order to serve this purpose. And they need to be updated constantly, because we have had them before, and I just want to reassure

everyone there is no, we aren't shaping a message when we say, talk to Johan.

xvi. Santiago Solis: It's the same in campus life, so they will come to me and then I will reach out to my staff to see who will be the most appropriate person. And then if they want students, we also work together to see what students are available, interested, can speak on the topic, etc. Our goal is to work as fast as possible because we know it's a short window.

xvii. Susan Dillmuth-Miller: I think the lists could really be easily put together. I see Brooke suggested that the chairs could collect a list from their department, or you could even create a list on a share point drive and send it out to faculty and have them add their name under their department.

xviii. Provost Ball: We've had them before, so I'm not quite sure where it is now.

xix. Johan Eliasson: and if I may suggest, most faculty do not change their area of specialty over the course of their career, that's normally not the case.

xx. Provost Ball: You'd be surprised.

xxi. Susan Dillmuth-Miller: any further comments before I bring this to a vote?

1. 84% yes (37 votes) and 16% no (7 votes). So that would be a yes, proposal passes.

b. Proposal: Departmental websites require approval from the department before information is added or removed.

i. Susan Dillmuth-Miller: I know this comes from a place of the departments who have accreditation. The accreditors tell us what to have on the websites and we make sure, you know, that we give the information we see that is on the website, and then it's removed without our knowledge, and then we would get dinged by our accreditors.

ii. Rob Smith: just a thought, what if that information hasn't been updated for years, or what if it's really wrong? What's the process for that?

iii. Susan Dillmuth-Miller: well, if this passes, could you reach out to the chair of the department?

iv. Rob Smith: I don't know, I think it needs to be a part of this process. So, if something's noted that it hasn't been updated in 10 years and something is grossly incorrect, what's the process for making that happen?

v. Susan Dillmuth-Miller: well, if this proposal is in place, you would go back to the department.

vi. Rob Smith: and then what if they don't do it?

vii. Susan Dillmuth-Miller: we have to list the classes, to show that it meets our accreditation. So I mean, that hasn't changed in years.

viii. Domenico Cavaiuolo: I'm not really sure that's a big issue. I think just recently we, I now our department, is making changes and adding to our website. I think oftentimes we're having difficulties getting information to be changed on the website. But I think we're always looking to be sure that our website is updated and I don't' know if that's a real issue unless they're completely negligent, and I don't think anyone is.

ix. Susan Dillmuth-Miller: any more discussion before we bring this to a vote?

x. Bill Broun: I think this is an area where you know, just looking at the last 20 years and the change in technology and the increasing importance of departmental websites, webpages, and then the nested information that's on the departments, within the context of the greater department, the greater university. I do think that this is an area where there is a kind of blameless challenge of there not being enough staff to handle this.

xi. Rob Smith: So, the other part of that Bill, is a great thought. That then begs to say who's responsible for the content?

xii. Susan Dillmuth-Miller: I know we have a web person in our department.

xiii. Provost Ball: something to add, this year in particular because of the changes in the new website. I know we've continuously seen issues, particularly, I think, was it in exercise science? All of a sudden Shala's photo was from 20 years ago rather than the most recent one. And that's happened in a couple of places, over the website, so some weird things have been happening.

xiv. Susan Dillmuth-Miller: do we have any amendments to the proposal?

xv. Mary Francis Postupack: I'm just curious, when it says approval from the department, would that be the department chair, would that be someone specific?

xvi. Susan Dillmuth-Miller: yes, that's how it came through. It could be department chair, it could be the web person who's the designated web person. I'm assuming it was the department chair. But we could designate that in the proposal to read. Department website requires approval from the department chair before information is added or removed. Do we have a second?

xvii. Darla Drummond: There is a second in the comments.

xviii. Rob Smith: would there be another second for discussion because I just thought of two things. Sorry.

xix. Susan Dillmuth-Miller: so right now the proposal on the floor is departmental websites require approval from the department chair before information is added or removed. Any further discussion on that before we vote?

xx. Rob Smith: two thoughts, should we have an annual review to ensure that that's taken care of? Kind like the catalog where we say by March 1st, there will be an annual review of the department websites every year. This goes back to Bill Broun's point and timeless and proper levels of supports. And even though it says department chair, maybe we should say this excludes administrative departments, or something like that, so we make sure that it's handled on the academic side.

xxi. Susan Dillmuth-Miller: Any second on that? Ok, we have a second from Mary Fredette. Ok, that's open for discussion.

xxii. Bill Broun: Yes, I guess I just worry about the wording being a bit broad there. That's a pretty broad term. That anything requires approval. I don't know, it just seems kind of strange. It seems strange that it's so broad, because like what if there are things that aren't controversial, or you know, kind of routine, that have to be changed just to make something accurate, you know?

xxiii. Johan Eliasson: I want to say too, I mean, ultimately the university is responsible for the websites. The departments are not legally responsible for the websites. Yes, there are departments whoa are accredited, but it's also in the admins interest to make sure that the accredited programs have the correct information up. So it should be in their interest to contact the department with any changes anyway. I agree with Bill here that faculty can say what they like, but ultimately it's the administration and the university who's legally responsible for the website, and when we're talking about who is it that changes the website? Whoever's responsible should have an interest in contacting the department.

xxiv. Domenico Cavaiuolo: I think it's pretty straightforward to me. I think we're reading too much into it. I'm ok with it. I'd like to call the question and vote on the proposal as is.

xxv. Susan Dillmuth-Miller: Yes, two thirds vote to call it to the question. So I'm just going to put up a poll, are we ready to vote on this? Yes or no?

1. We need 26 votes for this and we have 29, so we will now vote on the proposal.
2. 79% yes 21% no, so that did pass.

c. Proposal: Utilization of University Center Space to Address Classroom Capacity Constraints

i. Susan Dillmuth-Miller: For example, there's a theater in there which would hold 50 students. There's the student government of course they would get precedence, but they have 68 seats in there. This proposal is open for comment.

ii. President Long: There are several challenges with this proposal. The first one is the University Senate is an auxiliary. So if we use that for classroom activity, there would be a charge back to the E&G budget to make up for that difference. Second, if you make it a classroom, it takes the priority for students off right off the top, because now we will be booked for a classroom. So there are several other concerns I would have with this proposal. Auxiliaries and E&G are two separate entities. The funding source for those are separate, so we would have to have some type of chargebacks to do that. And the third thing I would say is if we look at the schedule, there are still opportunities to do schedules. That means, we might have to open up Fridays, Monday and Friday mornings, for scheduling. We might have to do something in the afternoon. So there are opportunities to do some other scheduling. I understand the need for additional classrooms. We need some larger classrooms, throughout the

university, and hopefully we'll address that with our master plan study that's coming up. But deferring to the auxiliary is problematic in itself.

iii. Susan Dillmuth-Miller: can you explain auxiliary?

iv. President Long: Yeah, the university funding comes from different sources. So e&g education in general is the core funding for our academic mission. Auxiliaries, such as housing, dining, the university center, are all funded by auxiliary fees, directly from the students. And so, moving funds, making use of that building, even now for career services, IT, the Dean of Students Office, those all will get charged back to E&G. we would then have to create additional chargebacks for the academic classrooms if we were to do that. The second concern I would have is it does take it away from the students, because once you're doing the schedule at the start of the semester, it essentially takes space away from the students. And then the third thing would be there are some areas that we might need to look at, some other opportunities we might need to look at in terms of scheduling.

v. Nathalie Phillippeaux: I would say that we strongly disagree with the use of the University Center for classrooms. A university center is meant to be a third space for students, a place where students can hang outside of their classrooms and their dorms. Traditionally speaking, a university center is meant to be a recreational space for students, so to have classrooms in the university center would be counterproductive. My question would be, what would be any other alternative? Because if class sizing is an issue, is it spacing? Are there any other spaces that are available outside from the University center?

vi. Bill Broun: I really agree with that Nathalie. It's the space on campus to help you find the way that people interact and it's taking away from students. It's a special place for them. It allows them to think outside their academic realm. It's a center for growing intellectual life that's not associated with a classroom, and I think that's important too.

vii. Susan Dillmuth-Miller: any further discussion? Are we ready for a vote?

viii. Santiago Solis: If you recall, just earlier today when I reported on my committee, this is part of the conversation that we're having with students that are part of the committee. I mentioned those 3rd spaces, so they are identifying different spaces here and they're proposing kind of fun things for students to do. If we put classrooms in these spaces, it's going to limit those opportunities for students to be creative and figure out how to best utilize the spaces that are already in use and the spaces that are not occupied as of yet.

ix. Provost Ball: And we actually have a hear map that Rob has developed of the whole campus and when rooms are being used. So it really isn't necessary about space, it's more about optimization.

x. Susan Dillmuth-Miller: Ok, so then classroom constraints is not a concern then.

xi. Provost Ball: We do need some more larger classrooms. That would help. But it's more we tend to schedule all out classes within like a 3 hour time period of Tuesday and Thursday.

xii. Susan Dillmuth-Miller: So let me bring up the vote here, I'm going to relaunch the poll.

1. 9% yes, 91% no, proposal did not pass.

9. Open Discussion
    a. Middle States Final Report Discussion
        i. Susan Dillmuth-Miller: the information isn't consistent across the board. I'm wondering if we would like to do that, as an institution, you know, have a press release that actually announces our middle states accreditation status. This is something good that we have accomplished at ESU.
        ii. Provost Ball: Megan had to leave. I think you could just call her. I don't think this has to be a…
        iii. Susan Dillmuth-Miller: so is Megan responsible for press releases?
        iv. Provost Ball: No, I mean the part on the website. The correcting whatever the website is you want corrected. I don't think you need an action from the university. I think that could just be a phone call.
        v. Rob Smith: Yes, it's a PDF, downloadable. We just have to make sure it's accessible.
        vi. Susan Dillmuth-Miller: Any thoughts on a press release going out?
        vii. Provost Ball: Miguel has there been any discussion of a press release going out about middle states?
        viii. Miguel Barbosa: yes, there has been with the president yes, it just hasn't gotten out.
        ix. Susan Dillmuth-Miller: just hasn't gone yet, or hasn't been approved yet?
        x. Provost Ball: I think he said it hasn't gone yet.
        xi. Susan Dillmuth-Miller: I'd like to just see if we have a second to propose that Middle States accreditation status is announced as a press release. Any seconds?
        xii. Chris Brooks: I'll second that.
        xiii. Susan Dillmuth-Miller: 89% yes and 11% no.
    b. Business and Finance Presentation- Savings from retirement incentives
    c. BIT Bit of Technology- Rob Smith
        i. Pushed to November
10. Announcements
    a. Chris Brooks: I just want to give a shout out to the college republicans for sharing that information about safety for women. There have been concerns, obviously not only on our campus, but yes, on our campus and nationwide, and I think they should be applauded for their effort of sharing information about what resources we have here on this campus.