



Roll Call

IN ATTENDANCE: John Abbruzzese, Kwaku Adjei-Bohyen, Abdalla Aldras, Mary Beth Allen, Justin Amann, Debra Ballinger, Nurun Begum, Sara Burfeind, Curt Burton, Alberto Cardelle, Robert D'Aversa, Dianne Devlin, Scott Dietrich, Kathleen Duguay, Johan Eliasson, James Emert, Robert Fleischman, Tom Gioglio, Sheila Handy, Jeffrey Hardy, Peter Hawkes, Jan Hoffman, Jeffrey Hotz, Chin Hu, Yi-hui Huang, Jonathan Keiter, Heon Kim, Efia King, Clare Lenhart, Kenneth Long, Leah Majdic, David Mazure, Andi McClanahan, Joe Miele, Bob Moses, Edward Owusu-Ansah, Suzanne Prestoy, Frank Pulgiano, Van Reidhead, Jerry Sheska, Pat Smeaton, Michelle Star, Daniel Steere, Yoshi Tanokura, Patricia Kashner (for Doreen Tobin), Nancy Van Arsdale, Carl Wambold, Rebecca Zirkelbach

ABSENT: Todd Behr, Teri Burcoff, Rudolph Clark, Robert Cohen, Richard Connell, Esther Daganzo-Cantens, Susan Dilmuth-Miller, Ronald Eith, John Freeman, Otis French, Melissa Geiger, Glen Geiser-Getz, Michael Gray, Kelly Harrison, Rebecca Keck, Jonathan Kerckmar, Pamela Kramer-Ertel, Donna Leitner, Liza LoMonaco, Amy Majani, Carter McClure, Barbara Miccio, Gavin Moir, Shawn Munford, Tasso Papadopoulos, Mary Frances Postupak, Elaine Rogers, Mike Southwell, Lisette Vergara, Marcia Welsh, Jeff Wilson, Myia Woodson

1. Roll Call (Sign in)
2. Announcements and Procedures (University Senate President Ballinger)
 - Thank you to Jonathan Keiter for serving as webmaster and keeping the website up-to-date.
 - Request for approval of Doreen Tobin to serve as Parliamentarian: motion approved
 - Request for Patricia Kashner to serve as Parliamentarian in Dr. Tobin's place: motion approved
 - Parliamentary procedures—modified Robert's Rules:
 1. Questions are limited to one per person until all interested parties have had access to the microphone.
 2. Speak to the microphone to add streaming of video and audio throughout the campus.
3. Approval of Minutes for September 23, 2013
 - a. Motioned approved
4. University President's Report (Update by Provost Van Reidhead, President Marcia Welsh, out of town)
 - Final Enrollment numbers: for Fall 2013, 6778 total students, a 2.38% drop from last year: graduate enrollment stable.
 - Two pieces of good news: graduate enrollment stable and overall enrollment was better than the projected 5% enrollment reduction used to prepare summer budget report.
 - California University, Cheney University, Edinboro University, Indiana University of Pennsylvania, and Slippery Rock had larger declines than we did: they averaged 2.59% declines.
 - Two schools had enrollment increases: Bloomsburg University and Westchester University.
 - Retention: Fall 2011-Fall 2012 cohort was 70.4% retention to sophomore year fall 2011-fall 2012
 - Retention: Fall 2012 -Fall 2013 cohort was 71.3% retention to sophomore year fall 2013
 - Information posted to the S-drive and publically available.
 - Question is this: how will we retain them?

Discussion President's Report:

Retrenchment was discussed in the context of the recent article in *The Pocono Record* (10/21/2013), in which Mr. Kenneth Long, the Vice President of Finance and Administration, commented on financial matters at ESU and the

university's direction. Two members raised questions about a quote in the article about "mediocre programs." Questions were raised about whether retrenchment would be taken off the table and about building projects taking place during retrenchment. A member asked about why Bloomsburg University and Westchester had been successful with enrollment. There was a question about the retention data, relative to mid-year reports for 2012-2013 retention.

5. Request for Agenda Add-Ons: No requests were made

6. Committee Assignments:

A. The University Senate President Ballinger asked for, and took from the floor, senator nominees for the following University Senate Committees: Rules and Bylaws Committee, Committee on Diversity, Facilities Committee, Student Affairs Committee, Budget and Planning Committee, Instructional Resources and Technology Committee, Research Committee, Orientation Committee, Nominations and Elections Committee, Academic Affairs Committee.

B. Some committees still have vacancies.

7. Standing Committee Reports: University Senate President Ballinger indicated that she would be asking for reports from the committees at each meeting. Committees would be required to make reports, even if the report is "no report."

8. Report from APSCUF (Nancy Van Arsdale, APSCUF Chapter President)

- Discussed biography of Steve Jobs, Reed College graduate and Apple CEO, in relation to liberal arts study due: Jobs had interests in philosophy, health and wellness, nutrition, and the sciences.
- Departments on retrenchment list—physics, chemistry, music, lifetime fitness and physical education, foreign languages, elementary education, and counseling services—are vital
- Cited Albert Einstein as a lover of a broad education—Einstein viewed music as a powerful force on his life; a recent Nobel Prize winner noted the impact of his bassoon teacher
- ESU, as a university, should include many majors, both large and small: university should not be focused only on one's first job. A great university does more than this.
- Mentioned experience as a business school graduate who then went back to English
- "Streamlining" of academic programs is worrisome: we need all academic departments, including Counseling Center, which is helping students right now
- Question: Why are Bloomsburg and Westchester doing better with enrollment? Bloomsburg has lowest student to manager ratios in PASSHE
- Context: ESU had a Vice President about whom there are allegations of wrongdoing to the ESU Foundation and ESU students, which brought negative press.
- Schools with enrollment drops like Cheney, Lockhaven, California, Indiana, and Shippensburg are not calling for retrenchment
- Retrenchment is a sign of a sick university
- Question: Why are we hiring a new coordinator for summer school while threatening faculty retrenchment?

9. Report from AFSCME (Curtis Burton)

- Introduction to AFSCME, the American Federation of State, County, and Municipal Employees: a union for staff
- Introduced himself as union president and introduced members present, including Diane Devlin

- Employees in a number of areas: secretaries and clerical support, maintenance and trades like plumbing, grounds keeping, custodians, enrollment services, etc.
- AFSCME is always on call and is a help to students in many ways.

10. Report from Student Senate (Justin Amann, Student Senate President)

- Reported on 6,500 dollars that the Student Senate had allocated to six to eight clubs.
- Reported on 10,000 dollar fund related to conferences: this money can be given to academic departments, like Political Science, for conference trips.
- Discussed the Joseph Noonan Fund and restrictions on this fund.
- Mentioned 2 new clubs: Investment Club and Pre-physical therapy club.
- Reported success of Weiner Club and sunglasses sales and discussed work on family weekend committee.
- Stated that Student Senate leadership was monitoring retrenchment and listening to faculty and administration positions: view that there are two sides to a story—truth in the middle.
- The Preamble of the University Senate Constitution states that the school is student centered institution and has mutual respect for each party.
- Expressed concerns about shared governance and committees that do not meet.
- Examination of University Senate Make Up
 - ✓ 84 total senators – only 13 senators are committed to students: 15% are students
 - ✓ 750 total employments versus 6800 students: 13 student senators limits students’ voting power.
- University Senate Make Up: 53% faculty, 33% staff, and 15% students.

Discussion of Student Senate Report:

One member asked if the Student Senate Report was making a specific suggestion regarding University Senate membership make-up. Student Senate President Amann offered as a conversation topic an even split of senate membership divided among three groups: faculty, management/staff, and students. One senator questioned if there was a precedent for this in other university governance organizations and if this followed best practices. Discussion continued about governance and other options, including a faculty senate.

11. Budget Updates/Report to Council of Trustees and Keystone Project (Ken Long, VP for Finance and Administration)

- 2013-2014 budget was balanced using one time money and project money of 3.2 million dollars: 1.5 million to balance from Academic Affairs and 1.7 million from other offices and activities.
- Balances were reached in fall 2011 and fall 2012 in the same way.
- This reduces the amount of funding that we have for facilities, safety, and instructional equipment. We must forgo other projects.
- 2014-2015, Bud Report is not a public document as it contains enrollment projections, personnel costs, strategic objectives, and decisions that are confidential and not appropriate for mass distribution.
- 2014-2015: Bud-Report is designed for a communication between the university and chancellor’s office in order to outline projections for upcoming year. It is solely for the Chancellor’s office and for the Board of Governors. It is a working document, not a public document. The document was shared with some APSCUF leaders but information should not be released publically.
- 2014-2015 Bud Report contains social security numbers, unemployment information, FICA tax data, and other items that are also easily misread.
- 2014-2015 budget projects a \$ 3.5 - 3.6 million dollar budget shortfall. This shortfall does not include a tuition increase in this budget; the 2014-2015 budget shortfall would be between \$ 1.7- 2 million dollar budget shortfall if there was a tuition increase.
- We need to improve enrollment growth.

- In reference to *The Pocono Record* article (Oct. 21, 2013), we cannot afford to do everything, and our long term outlook is not sustainable, given financial constraints based on two factors: enrollment and expenditures
- We need to grow programs: materials, infrastructure, tools, etc. If we provide mediocre facilities, we are failing our students.
- 2013-2014 FIN Report has been audited for external auditors and was approved last week after the auditor suggestions were addressed. It has been submitted to chancellor's office. It will be submitted on Oct. 31 for approval of Council of Trustees, and then it will be made public.
- Keystone Project: current Student Union has inadequate chillers and refrigerators to serve our student population. The Keystone Project will replace this with new student building and accommodations.
- Funding comes from \$110 per semester charge to students: this funding cannot support the educational mission of the university.
- The Keystone Project comes from self-supporting fund: these funds cannot be moved to the classroom and were set by the board of governors.
- The funding model will work based on 6,600 – 6,700 students. This funding model was re-examined to make sure that the total number of students will be sufficient. The number of students was adjusted to this number for financing projections on student fees.
- If we have further enrollment declines, the Keystone Building will be the least of the worries.
- Bond Projects: to finance debt, there are financing vehicles that allow for a 30-year debt cycle and periods of stagnant duration

Discussion of VP of Administration and Enrollment Report:

One member asked about original enrollment projections for the Keystone Project when it was developed versus the current enrollment picture. There was discussion about the financial analysis for how department were placed in tiers for retrenchment, especially when programs demonstrated profitability. Questions were asked about building projects that represent a financial drain, like the Innovation Center, but are maintained and academic programs that are deemed financial burdens but may be retrenched. Discussion followed about the opportunities of new buildings and the need to provide good quality buildings for students. One member asked about summer school and how summer school could help the school financially.

12. Enrollment Services Update: Fall 2012 Retention and Enrollments (Provost Reidhead)

- Retention data was given earlier in the meeting.
- In terms of retrenchment, two academic departments have been removed from the list: English and Psychology.
- Letters of retrenchment, if sent, will be sent by October 30 for meetings to take place with effected faculty members.
- Meetings with departments about retrenchment have been variable: some have produced good plans for the future.
- Each department will be asked to develop a final plans for enrollment and operations.

Discussion of Enrollment Services Report:

APSCUF president, Van Arsdale, asked about two plans that the administration presented in the summer, Plan A and Plan B, to APSCUF, one of which took retrenchment off the table, and why the administration was not following the plan that would remove retrenchment. The provost said APSCUF did not agree to the plan.

14. Additions to Agenda: none.

15. Old Business: none

16. New Business:

Motion to Revise Committee Formation from Justin Amann:

Motion One: Article III, Section H, sub-section 2 to state: The membership of the Student Affairs Committee shall be comprised of the Vice President for Student Affairs or his or her designee, the President of the Student Senate or his or her designee, two other students senators, and four unrestricted senators.

Motion Two: Article III, Section N, sub-section 2 to state: The membership of the Committee on Academic Affairs...The Student Senate President may select a designee to serve on this committee.

Both motions were approved for further review and discussion by the Senate Rules and Bylaws Committee.

Motion to Revise Committee Formation from Kenneth Long:

Motion one: By Laws: III,I Budget and Planning Committee to state (p. 3 of 5) to state: The University President, the Provost, and the Vice President for Finance and Administration may each select a designee to serve on this committee.

Motion was approved for further review and discussion by the Senate Rules and Bylaws Committee.

17. Brief Convening of Committees to Select Chair and Review Charges: this did not take place due to time constraint.

18. Adjournment at 5:00 p.m.