



University Senate Meeting Minutes  
February 10, 2014  
3:00 - 5:00 p.m.  
Keystone Room

## Roll Call

**IN ATTENDANCE:** John Abbruzzese, Mary Beth Allen, Justin Amann, Debra Ballinger, Nurun Begum, Leslie Berger, Todd Behr, Alberto Cardelle, Chiang Li-Ming, Robert Cohen, Robert D’Aversa, Esther Daganzo-Cantens, Dianne Devlin, Susan Dilmuth-Miller, Kathleen Duguay, Johan Eliasson, James Emert, John Freeman, Melissa Geiger, Tom Gioglio, Michael Gray, Sheila Handy, Jeffrey Hardy, Kelly Harrison, Peter Hawkes, Jan Hoffman, Jeffrey Hotz, Chin Hu, Jonathan Keiter, Heon Kim, Efia King, Pamela Kramer-Ertel, Donna Leitner, Liza LoMonaco, Kenneth Long, Leah Majdic, David Mazure, Andi McClanahan, Joe Miele, Gavin Moir, Bob Moses, Tasso Papadopoulos, Mary Frances Postupak, Suzanne Prestoy, Van Reidhead, Brad Seid, Pat Smeaton, Mike Southwell, Daniel Steere, Yoshi Tanokura, Doreen Tobin, Marcia Welsh, Rebecca Zirkelbach

**ABSENT:** Kwaku Adjei-Bohyen, Abdalla Aldras, Teri Burcoff, Curtis Burton, Sara Burfeind, Rudolph Clark, Richard Connell, Scott Dietrich, Ronald Eith, Robert Fleischman, Glenn Geiser-Getz, Yi-hui Huang, Rebecca Keck, John Kercksmar, Clare Lenhart, Amy Majani, Carter McClure, Barbara Miccio, Shawn Munford, Edward Owusu-Ansah, Frank Pulgiano, Jerry Sheska, Nancy Van Arsdale, Lisette Vergara, Carl Wambold, Jeff Wilson, Myia Woodson

1. Roll Call (Sign in)
2. Approval of Minutes: November 18, 2013
  - A. Motion Approved
3. University President’s Report, Dr. Marcia G. Welsh, President of East Stroudsburg University
  - Strategic planning sessions for the University Strategic Plan took place (with 3 to 30 participants per session) over break and have continued through the present: over 500 people—staff, faculty, students, and administrators—have attended so far. The process has been inclusive.
  - 41% of University Senate members have attended.
  - It is a 3-year rolling plan and can add years: a fluid approach allows for changes to meet budgetary and other challenges: the idea of draft will always be a part of the plan.
  - The plan is currently being re-written in response to the planning sessions.
  - There will be five taskforces that will emerge from the plan:
    - A. Budget Taskforce: the budget will be tied to the implementation
    - B. Measures Taskforce: assessment will be its focus
    - C. Staff Committee Taskforce: staff play a major role in the plan
    - D. Academic Taskforce: academic steer committee will develop a detailed plan about academic degree programs, services, and priorities
    - E. Communications Taskforce: this will involve internal and external communications with university relations
  - Faculty - Administration conflict has had a negative impact of late.
  - We must focus on community building: we are “a large number of islands separated by oceans, not streams.”
  - We must value accountability and hold everyone accountable with honest evaluations in order to hold everyone accountable: chairs, deans, etc.: this was consistent with the strategic planning session discussion.

- There has been a change to the ESU foundation: we will move select fundraising to the university. For the time being, financing and investment management as well as scholarships and the database management will stay with the Foundation for the time being.
- Three reasons for this change include: financial savings (significant); improving relations with community and alumni; and having a more seamless operation with alumni and fundraising.
- Final Transition for the ESU Foundation will take place on March 1.
- It looks like we will have level PASSHE funding this year with no tuition increases: this means cuts for us.

#### 4. Approval of Agenda

The agenda was approved with the following additions:

- A. An add-on report from Tasso Papadopoulos regarding the Tutoring Center and the impact of Budget Cuts on Tutoring, to come at the end of the meeting. (Approved)
- B. A Request that the Instructional Resources and Technology Report be moved forward in the list of the standing committee reports: this was approved. (Approved)

5. Standing Committee Reports: Two committees made reports; in addition, the Facilities Committee submitted a report to the University Senate but did not present the report.

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A. Instructional Resources and Technology, Presentation by Robert D’Aversa:

- Robert D’Aversa provided a list and description of Instructional Resources and Technology projects undertaken, completed, or planned since July 1, 2013, with an accompanying timetable of the projects.
- The projects were approximately 51 in total; these projects are in addition to daily tasks and jobs in this area. Here is a listing of the projects in alphabetical order:

<b>Projects July 1, 2013 to Present</b>	<b>IT Status</b>	<b>Purpose</b>
New Account/Role Management	Pending	Offers a more secure identity management of critical systems
Avaya Contact Center	Complete	<b>Interface to BANNER</b> - Allow students to have calls routed/email/text and schedule enrollment services reps electronically
Bandwidth Needs	Complete	430Mbps increased to 750Mbps
Barnes & Noble Interface	Complete	<b>Interface to Banner</b> –For bookstore
Barnes & Noble Book Voucher	Complete	<b>Interface to BANNER</b> - Allow students to use aid for book purchases
Degreeworks Validation	Complete	Valid degree audits
Degreeworks 4-year plans	Pending	4-Year path/plan of study entry into Degreeworks
Electronic Transcript Request	Complete	<b>Interface to BANNER</b> - Allow students to request transcripts online
Intent to Graduate (Electronic)	Complete	<b>Interface to BANNER</b> --Make the intent to graduate process electronic
MarketPlace/uPay	Pending	<b>Interface to BANNER</b> - Allow for credit card payments for services
Multi-University Application	Complete	<b>Interface to Banner</b> - Allow perspective students to apply to multiple PASSHE universities

Nemo-Q Ticketing System	Complete	Students in ES can get a service ticket and be texted
ODS/EDW/Cognos Production	Complete	<b>Interface to Banner</b> - ODS/EDW/Cognos as supplied by ellucian was not available for use The fix is now complete.
ODS/EDW/Cognos TEST	Complete	<b>Interface to Banner</b> - ODS/EDW/Cognos as supplied by ellucian was not available for use The fix is now complete.
Penetration Scan	Pending	PASSHE security requirement.
Policy/Procedure Development	Complete/ Pending	Procedures complete, Policy needs university review process.
Ticketing System for Technology	Complete	Work order system for Technology
Visa	Complete	<b>Interface to Banner</b> - Allow Visa for tuition payments
Workflow	Complete/ Pending	<b>Interface to BANNER</b> - Change of major/minor, change of grade electronically
3D Printing Lab	Complete	Art department 3D printing
Sally Mae Interface	Pending	<b>Interface to Banner</b> - Enrollment Management interface for loans, hold until summer pay plans.
Simplicity Interface A	Complete	<b>Interface to Banner</b> - Software for <b>Career Services</b>
Simplicity Interface B	Complete	<b>Interface to Banner</b> - Software for <b>Advising</b>
NCAA Interface changes	Pending	<b>Interface to Banner</b> - Modified interface needed for new version
TK20 Interface Changes	Pending	<b>Interface to Banner</b> - Modified interface needed for new version
Banner Mobile Application	Pending	<b>Interface to Banner</b> - Gives students mobile access to Banner
Disaster Recovery	Pending	Place equipment at SHIP for backup
All-Star Visitor NET	Complete	<b>Interface to B</b> - Res hall Visitor Tracking
Adastra Analytics	Pending	<b>Interface to Banner</b> - New module install
UC4 Financial Aid Processing	Pending	Financial aid daily processing
UC4 Job Submission	Completed	Upgrade
Police Ticketing Payment Online	Pending	<b>Interface to Banner</b> - uPay solution
Recreate Admissions Process For students to check Application Status.	Complete	<b>Interface to Banner</b> - Functionality lost due to move to MUAA/XAP
MarketPlace Ticket Sales	Pending	<b>Interface to Banner</b> - Online payment of art/theater tickets
Museum	Complete	Museum security
ILIAD	Complete	<b>Interface to Banner</b> - Library loan
Pearson Testing Center Innovation Ctr	Complete	Innovation Center
Change of Major/Minor	Complete	<b>Interface to Banner</b> - Allow for this online, workflow
Admissions Process	Complete	<b>Interface to Banner</b> - Receive an email for every deposit
Picture Overlay	Complete	Allow ecard pictures view in housing system
Fully Automate XAP	Complete	<b>Interface to Banner</b> - Automate processes

Add/Drop Workflow	On Hold	<b>Interface to Banner</b> - Web based add/drop
Residence Hall Network Upgrade	Pending	4-year replacement of resnet
4-Year Faculty Staff Computer Replacement	Pending	40 of 250 remain this year
Luminis Portal Update	Pending	<b>Interface to Banner</b> - Needed for portal for transfers/Degree works
MediaSite Integration	Complete	LDAP needed for sign on/was individual user
Streaming Project	Pending	Institutional Research and IT will come up with a better solution for streaming
Sign on project to Smart Catalog	Pending	<b>Interface to Banner</b> - Allow regular logon credentials for Smart Catalog Project
Sign on project to Media Site	Complete	Allow regular logon credentials for MediaSite Project
Wireless Upgrades	Continuous	Upgrade of wireless network
Simplicity Singe Sign On	Complete	Singe Sign On to Advising
PASSHE Bandwidth RFP	Pending	Bandwidth supplier
Stroud 405	Complete	Videoconference Center

Follow Up Questions: There was follow-up discussion about whether Costcos would be available to secretaries (Yes); on effects to wireless bandwidth of students watching videos (Yes, there is an effect: Netflix is the number one user of bandwidth); and about Banner and other university computing applications (The entire university operation is not on Banner: Banner cannot contain all university systems).

#### B. By Laws Committee Report, Dr. Sheila Handy

1. A motion was made, based on discussions in the By Laws Committee, to amend the University Senate Constitution in order to add an extra student to the Academic Affairs Committee (going from one student representative to two representatives) and to give the Student Senate President the power to appoint the second student representative to serve on this committee, him or herself. The motion carried with 72% of the vote.
2. There was a discussion about whether presentations from APSCUF, AFSCME, and the Student Senate should be formally added to the Constitution. These presentations are not in the Constitution. Views were presented in support of these presentations and in opposition to them. Discussion also included whether the Constitution needed to be amended for this or, if the Constitution needed to be amended to allow questions after presentations. These matters were referred to the committee for further discussion.

#### 6. Assessment Committee Report, Dr. Debra Ballinger

- The assessment committee reported on the Global Citizenship initiative and included the listing of faculty from departments who have agreed to participate in the program. The assessment committee also reported on TrakDat, and how individuals in departments would become experts on TrakDat for assessment purposes. For interest in TrakDat, faculty members should contact Debra Ballinger or Joann Stryker for more details.

#### 7. Sustainability Committee Update, Dr. Jeffrey Hardy

- Sustainability means meeting our needs today without compromising needs of future generation (2008).
- The committee also has a webpage that explains its work and promotes its mission
- The committee meets on a regular basis: third Tuesday of each month in the Reibman Boardroom at 2:00 p.m.: all are welcome to attend and contribute
- The goals of the committee focus on the ESU community and the regional area.
- There are four subcommittees: Carbon Footprint, Green Outreach, Recycling, and Transportation Committees

- Carbon Footprint Committee, as an example, seeks out ways to reduce the carbon admissions footprint: Commuting is the biggest contributor of CO2 emissions: carpooling and parking on campus for carpooling are recommended and discussed.
- In terms of recycling other items, the Recycling Committee has looked at recycling other items, including sneakers and books.

**8. New Business**

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- A. The Executive Committee presented a motion to the Senate to allow the committee to undertake a full-review of Constitution and By-Laws: it had been seven years since the Constitution was enacted. The motion was approved.
- B. The Executive Committee presented a motion to amend By-Laws regarding the time-table for elections of Senators for appointment of committees to April meeting each year. This motion was referred to the by-laws committee.

Discussion followed about the challenges for these elections in terms of faculty appointments for the following year and for the Student Senate, given the fact that elections for Senate positions may not be complete in time for this appointment and elections and/or appointments of student senators to the University Senate may also not be complete at this time.

- C. There was a motion to set the following dates for 2014-2015 University Senate:

September 15, 2014  
 October 20, 2014  
 November 17, 2014  
 December 8, 2014  
 February 16, 2015  
 March 16, 2015  
 April 20, 2015  
 May 4, 2015

- Discussion from the floor led to a motion to approve these eight dates for the seven University Senate meetings; having an extra date on the calendar would be valuable in the event of snow days or other cancelations. The motion passed with eight dates.

- D. Tutoring Center and Budget Concerns, Tasso Papadopoulos

- A rumor is circulating that professional tutoring services on campus will be eliminated for fall 2014 and be replaced by cheaper and inexperienced student tutors
- Students on tours have been told that the Tutoring Center is available to students where they will receive assistance from professional tutors
- Other rumors include that only 200 and 300-level courses will be allowed for tutoring, cutting down the number of tutors.
- On behalf of the professional tutors, clarification is requested about these two rumors
- On behalf of the professional tutors, they would like to know their employment status by March 1, 2014, in order to enable them to conduct job searches for proposal for new position elsewhere
- On behalf of the tutors, the response about these concerns is requested in writing by March 1, 2014

[Provost Van Reidhead agreed to discuss this with Tasso Papadopoulos after the Senate Meeting]

Meeting Adjourned at 4:40 p.m.

