Faculty Senate Meeting  
September 30, 2014 @ 11:30 a.m.  
Minutes

Present:  (see attached sign-in sheet) Quorum present.

Announcements:

Vira I. Heinz Program: The Vira I. Heinz Program gives three young women the opportunity to participate in a series of leadership and intercultural development retreats and a scholarship of at least $5,000 to fund an accredited international experience. Please encourage full-time, sophomore or junior status female students with a QPA of 3.0 or above to apply for this program or send them to talk with Kristen Asinger for more details. Full application requirements can be found at: [http://www.viraheinz.pitt.edu/applicationprocess.html](http://www.viraheinz.pitt.edu/applicationprocess.html)

Coming Out For Equality: The Coming Out For Equality Program will be held Thursday, October 9, 2014 at 11:30 a.m. in the Pitt-Bradford Harriett B. Wick Chapel.

Diversity Committee: A new Diversity Committee is being formed. It is not a committee of the Pitt-Bradford Senate. If you have interest in serving on this committee, contact Don Ulin.

Faculty/Staff Book Fund Award Scholarship: The Faculty/Staff Book Fund Award Scholarship that was started by Pitt-Bradford faculty and staff has reached a book value of $16,550. Five students have benefited from this scholarship including a student, last year, who received $537.

Alumni/Family Weekend: This weekend is the Alumni/Family Weekend. There are many events scheduled such as a Guided Hike in the Woods, The Friends of Hanley Library Book Sale, an Environmental Film festival (Saturday, noon to 4 p.m.) and much more. To register for events, or to find out more, go to: [http://upbalumni.org/s/1268/start.aspx](http://upbalumni.org/s/1268/start.aspx)

Campus Update:

Division Meetings with Campus President: Livingston Alexander is in the process of setting up meetings with each division. Please feel free to meet with him individually or as a group when needed.

Enrollments: Pitt-Bradford enrollment numbers are good so far this year, as they are above the projection of 1428 full time equivalents (FTEs). As of September 26th Pitt-Bradford’s enrollment is 1431 FTEs, which is a 1.7% increase over last year 1408 FTEs. The numbers were better at the beginning of the term, but some students have dropped. In comparison to the other Pitt regionals campuses, Greensburg’s enrollment is down, Johnstown is up, and Titusville is down.

Chancellor’s Visit: Livingston Alexander felt that Chancellor Patrick Gallagher’s visit to the Bradford campus went well, as the Chancellor provided a lot of positive feedback about the visits with faculty/students and the beauty of the campus. Gallagher also stated that he feels the regionals hold value. Alexander feels his knowledge and experience in invention, innovation, manufacturing, production and distribution will be a good fit with the university.
New Community College: The state has designated $1.4 million for a new community college. It is unknown if this will create threats or opportunities. Alexander will continue to follow to keep ahead of its effects on Pitt-Bradford.

Strategic Planning: Pitt-Bradford’s strategic planning document was received by the Provost. There has been positive feedback of the approach that is used at Pitt-Bradford, especially the assessment documents that are used to improve the campus.

Now that Pitt-Bradford has a new strategic plan, there will be an invitation sent out to campus members to submit new strategic initiatives via the strategic initiatives template.

President’s Award for Scholarship and Service: In mid-October the process for the President’s Award for Scholarship and Service will begin. The award is to recognize faculty performance in teaching and service. Colleagues may nominate a person or self-nominations will be accepted. The person selected will receive between $1,500 and $2,000.

Violence Against Women Act: Tracee Howell will be providing training for the Violence Against Women Act. Everyone should take the training with her and everyone should always report instances of assaults to the Title IX Coordinator, Tracee Howell.

Sustainability Committee Update: Matthew Kropf, Chair of Campus Sustainability Committee, stated that the Provost is offering grants for up to $10,000 for lectures, seminars, and workshops this year to celebrate the Year of Sustainability. Kropf would like to organize events on this campus, so on-campus collaborators are encouraged to see Kropf for more information. The grant information is on Pitt’s website and requires a 500 word abstract.

Recycling/Material Waste: No sort recycling and trash compactors have been implemented on campus thus reducing the number of trucks taking trash away. A battery recycling bin has been installed in the Commons Building between the University Room and Room A & B. Restrooms are being updated to include more efficient and environmental friendly products.

Energy: A 2.6 kilowatt solar panel has been installed. It has created 2 megawatts of electricity for campus. The Sustainability Information Center showing campus energy usage is forthcoming which will include tips on how to save energy. Kropf states that nearly 50% of the energy used is wasted energy. See examples below:

<table>
<thead>
<tr>
<th>Pitt-Bradford Energy Use - Selected Examples</th>
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<tbody>
<tr>
<td>Consumption</td>
</tr>
<tr>
<td>Electricity</td>
</tr>
<tr>
<td>Heating</td>
</tr>
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<td></td>
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*Avoidable energy waste | 3,500 Tons |

<table>
<thead>
<tr>
<th>Avoidable Consumption</th>
<th>Emissions of CO₂ Per Year Saved if all Faculty Complied</th>
</tr>
</thead>
<tbody>
<tr>
<td>Turn on/off computer monitors before/after use</td>
<td>1.3 Tons</td>
</tr>
<tr>
<td>Use energy saving mode with space bar to wake up computer</td>
<td>10 Tons</td>
</tr>
<tr>
<td>Lighting – using 2 bulbs/ballast</td>
<td>30 Tons</td>
</tr>
<tr>
<td>Lighting – using 1 bulb/ballast</td>
<td>60 Tons</td>
</tr>
<tr>
<td>Correct window/blind usage</td>
<td>300 Tons (+50 Tons from reduced heating)</td>
</tr>
</tbody>
</table>
Sustainability: The campus has become part of Tree Campus USA. A new Mission and Vision have been constructed to include environmental sustainability, as campus ambience is needed to sustain.

Items of Business:

Approval of Minutes: A motion to approve minutes from the August 20, 2014 full Faculty Senate meeting was made by Greg Page. Helma de Vries-Jordan seconded the motion. The minutes passed unanimously with one abstention.

Next Faculty Senate Council Meeting: October 28, 2014 in the Academic Dean’s Conference Room at 11:00 a.m.

Next Full Faculty Senate Meeting: January 29, 2015 in the University Room at 11:30 a.m.

Faculty Senate Constitution Amendment: The University Senate has a system in place in which retired faculty can continue on the University Senate. Pitt-Bradford’s Constitution does not address this issue. This amendment will allow retired faculty to continue on Pitt-Bradford’s Faculty Senate and Senate Committees if they choose to do so. It is important to note that retired faculty who choose to continue on Faculty Senate should attend full Faculty Senate Meetings regularly or counts could be thrown off for obtaining a quorum.

Proposed Senate Constitution Amendment:

<table>
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<th>ARTICLE I</th>
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<tbody>
<tr>
<td>DEFINITIONS</td>
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The following terms shall mean:

j. “Voting Members”

(1) Instructional Faculty
(2) The President
(3) The Vice President and Dean of Academic Affairs
(4) Retired instructional faculty who have requested annual continuation of Senate membership by the end of the previous spring term (or fall term for new December retirees).

The word “annual” was added after discussion of the proposed amendment, but before a motion was made. Greg Page made a motion to accept the above proposed amendment to the Pitt-Bradford Constitution. Matthew Kropf seconded the motion. The motion passed with no abstentions or oppositions.

Agenda for Faculty Governance: A brainstorming session was held to produce future issues/goals for the Faculty Senate. This included both short term and long term issues/goals. Addendum A shows the results from the session.

A motion was made by Helma de Vries-Jordan to adjourn. Lauren Yaich seconded the motion. The motion carried and the meeting adjourned at 12:50 p.m.
## ADDENDUM A

### Long-Term Goals
- Review salary competitiveness relative to a relevant set of peer institutions
- Establish transparency of procedures for faculty (e.g. for retired faculty serving on Senate and Senate committees, but also tenure, renewal, etc.)
- LEED certified building
- New science labs
- Establish mechanisms for granting academic credit for significant extra-curricular or prior experience
- Maintain (if not increase) the number of full-time faculty to avoid becoming increasingly dependent on part-time
- Do more to help integrate new faculty into the university

### Low-Hanging Fruit
- Establish policies for retired faculty serving on Senate standing committees
- Revisit the effectiveness of the campus smoking policy
- Develop a better universal calendar on the website
- Establish a fund to support student capstone research
- Revive the faculty mentor program
- Create opportunities to help faculty with teaching, especially for new faculty who may have had no graduate school training in pedagogy
- Faculty load/ more opportunities for course release (40% are on overload)

### Additional
- Textbook/Bookstore (?)
- Student issued “computer”
- Expand collaborations with local high schools in a more organized fashion
- Faculty morale: how to acknowledge program successes when enrollment in particular programs is low (faculty feel low morale when the only indicator of success seems to be enrollment in program)
- New faculty boot camp? Once-a-month workshop with senior faculty (?)