Faculty Senate Meeting
April 2, 2013
Minutes

Attendees: See attached sheet. (Quorum present)

Richard Melka called the meeting to order at 11:45 a.m. in the University Room.

Items of Business:

Approval of Minutes: Minutes reviewed. Motion made by Yong-Zhou Chen and seconded by ‘BioDun Ogundayo, to accept the January 29, 2013 minutes of the full faculty senate meeting. Approved. Passed unanimously.

Faculty Senate Committee Reports:

Academic Technology Committee: No report.

Educational Policies Committee: Warren Fass thanked the committee members. Over the past academic year the committee approved 12 new courses, 13 course changes, and six changes in majors/minors (full report attached).

Faculty Development Committee: Nancy McCabe provided the year-end report (full report attached). This year there were no caps on individual awards; however there were stricter limits. I.e., only grants for those presenting at conferences were funded. Update guidelines so not to limit lodging to per diem rates. She reminded faculty of the April 12 deadline to apply for summer grants.

Faculty Welfare: John Slimick reported that the committee met once and found no reason to continue to meet, lest a crisis occurred that required our actions.

Health & Safety: Wayne Brinda thanked committee members for their hard work. This year repairs were made to outside lightings and light poles. Pitt-Bradford’s safety access is in compliance.

Promotion and Renewal: Mark Kelley thanked the committee members. (Full report attached)

Student Affairs: No report.

Tenure Committee: Michael Stuckart thanked everyone for their efforts. The committee reviewed three tenure stream contract renewal cases and two cases for Tenure and Promotion to Associate Professor. One individual
requested removal from the tenure stream. (Full report attached)

**Academic Integrity Board:** Helene Lawson thanked the committee for their work this year. Three cases were reviewed this spring and eight cases reviewed last fall. One student has been reported twice. The student has not met with Dr. Hardin. (A student must be reported three times before the entire committee meets. The student must meet with Dr. Hardin after being reported twice.) (Report attached)

**GE Curriculum - Global Competency:** Warren Fass brought forth the proposed General Education changes to incorporate Global Competencies into the curriculum. Steve Robar read Pitt-Oakland’s global competencies requirements/criteria. Global Competencies eliminates the non-Western GE component, adding six credits of global competency to the general education requirements. These credits must be within the Human Experience within the General Education.

Discussion and questions followed. The initiative pertains to incoming fall term freshmen and transfer/relocating students; it is not grandfathered. Betsy Matz wondered whether or not the global competency courses had to be general education courses or whether they could be courses that were offered only within the major. For example, in business International Management, International Marketing, International Finance, and Economic Systems are taught. Each of these courses has several prerequisites and are, therefore, not really good candidates for general education. EPC will deal with these issues in the fall.

A motion was made by Michael Stuckart and seconded by Warren Fass to incorporate the global competency requirements into the curriculum, with the stipulation that the credits could be broader than the human experience general education requirements. Motion passed unanimously, but more discussion ensued.

Michael Stuckart proposed an amendment to the motion: Global Competency courses may be within (both) the general education curriculum, (and) discipline-specific and major-specific courses. Courses do not need to have general education classification. Warren Fass motioned to approve the amended motion and Michael Stuckart seconded. The amendment to the motion passed unanimously.

**Update on Teaching International Students and Study Abroad:** Kristen Asinger reported on the International Students and Study Abroad Program. She noted that some of the students do require academic help and that there is a group of faculty whose aim it is to help our international students academically. She also noted that there is a small group of students who are cheating on exams and papers, often speaking to each other in their own language during exams. She encouraged faculty to turn in any student caught cheating. They may be using their smart phones for translations.

**Discussion of “A Warning to College Profs from a High School Teacher”:** The Kenneth Bernstein article, “What Can We Expect from High School Graduates as
They Enter College,” reviewed. James Baldwin provided a description of prerequisites and strongly recommended that faculty be sure the students in their classes have the required prerequisites. EPC will take this issue into consideration in the fall.

**Academic Affairs Updates:**

**Faculty Searches:** Steve Hardin announced the following faculty hires: Dr. James Salvo for Speech Communication, Ms. Anna Lemnitzer accepted the Art position, Dr. Helma deVries-Jordan in Political Science. Offer has been made for the Biology search. The Criminal Justice search committee has sent forward a request to negotiate. The Biology Lab Instructor, Finance, and Hospitality Management searches are progressing. Business Management will be a failed search.

**Higher Education Policy:** No Child Left Behind is the result of poorly prepared students who are making their way into higher education. Budgeting is performance-based at the state level.

**Brown Bag Discussions:** Most recent Brown Bag discussion went well.

Yong-Zhuo Chen motioned and BioDun Ogundayo seconded to adjourn the meeting at 12:40. Passed unanimously.
TO: Faculty Senate
FROM: Warren Fass, Chair EPC
DATE: April 2, 2013
RE: Summary of EPC activities from Sept 2012-March 2013

**Committee Members:**
James Baldwin, Donna Dombek (Secretary), Marietta Frank, Rick Frederick (Fall 2012, on sabbatical Spring 2013 term), Kira Leck (replacement for Rick Frederick, Spring 2013), Tammy Haley, Steve Hardin, John Slimick, Gray Tessmer, Yara Elbeshbishi (SGA Rep)

**Approved New Courses (12)**
- ANTHRO 1335 Globalization
- BIOL 0222 (A&P I Lab)
- BIOL 0223 (A&P II Lab)
- PSY 1340 Psychology and Environmental Problems
- PET 0106 Drilling and Completion I
- PET 0207 Geology of Utica Shale
- AFRCNA 0201 Modern Black Theatre
- CHEM 1436 Interpretation of Mass Spectra
- CHEM 1437 Topics in Inorganic Chemistry
- BIOL 1440 Cancer Biology
- ENG 0090 English for Academic Purposes
- HPRED 0220 Medical Aspects in Athletic Training

**Approved Course Changes (13)**
- BIOL 0212 A&P I (credits changed from 4 to 3)
- BIOL 0213 A&P II (credits changed from 4 to 3)
- GEOG 0210 Physical Geography (granted Physical Science GE)
- PET 0106 Drilling and Completion I (new course name)
- PET 0208 Hydraulic Fracturing (new course name)
- PET 0110 Basic Principles of Well Control and Mud Logging (new course name)
- EDUC 0230 Family and Community Relationships (new coreq: EDUC 0210)
- EDUC 1378 Literacies Across the Middle & Secondary Curriculum (new course name)
- NUR 0111 (0 credit clinical added)
- NUR 0112 (0 credit clinical added)
- NUR 0211 (0 credit clinical added)
- NUR 0212 (0 credit clinical added)
- HPRED 0180 (credits changed from 1 to 2)

**Approved Changes in Programs/Minors/GPA Requirements**
- Petroleum Technology (PET 0202, GEOL 0206 removed; PET 0206, PET 0207 added)
- Biology (2 credits maximum for internships)
- Marketing Minor (added HPRED 1301, ENTR 1302, HMGT 1370, and COMM 1302 as electives)
- Athletic Training (HPRED 0202, HPRED 0214 and CHEM elective removed, HPRED 0220 and HPRED 1320 added)
- GPA in Minors (minimum GPA of 2.00 for all minors; programs may still have C- or better requirement for courses in the minor)
- Directed Research and Internship GPAs (minimum 2.00 GPA and good academic standing)

**Approved Change in General Education Requirements**
- Eliminate 3 credits non-western requirement
- Add 6 credits of Global Competency requirements
- Designate all current non-western courses as global competency courses.
Faculty Development Report 2012-13

The faculty development budget for the year was $28,000. In Fall 2012, the committee received $12,895.50 in requests. According to the FDG guidelines, 25 percent of the budget, or $7,000 was available for the fall grant period, and $6,752.13 was awarded.

In Spring 2013, the committee received $5,371.42 in applications and awarded 4,815.40. This leaves $16, 432.47 available for summer grants. The application deadline for the May 1-September 30 grant period is Friday, April 12, 2013.

Unlike in previous years, the committee has not placed a cap on individual awards this year, but instead has placed what we hope are temporary stricter limits on what can be funded. Conference attendance has not been funded and conference participation has been limited to two days and three nights. However, these restrictions will be lifted if enough money is available.

FDG guidelines also need to be revised to reflect the fact that we are not limited to per diem amounts to cover lodging.

Nancy McCabe, Chair
Yearly Report for Promotion and Renewal Committee

The Promotion and Renewal committee met numerous times in the fall semester to review non-tenure stream contract renewals and promotion requests. The committee had 7 files to review for contract renewals, one ad-hoc committee was formed to review a promotion to Assistant Professor and one ad-hoc committee was formed to review a promotion to Associate Professor. All files were reviewed and recommendations were made to Dr. Hardin.

Sincerely,

Dr. Mark Kelley, Chair, Promotion & Renewal Committee
Tenure & Promotion Committee
Year End Report 2012-2013

The 2012-2013 tenure and promotion committee was comprised of Jon Draeger, Carys Evans-Corrales, Kevin Ewert, Tony Gaskew, Kira Leck, Don Lewicki, Richard Nelson, Michael Stuckart, Lauren Yaich, and Hashim Yousif. In January, Gautam Mukerjee replaced the retired Richard Nelson.

During the year, we reviewed three cases for the contract renewal of tenure stream faculty, and made recommendations to the administration. The faculty involved were Profs. Kallenbach, Truman and Wilson.

We also reviewed the cases of two faculty eligible for tenure and promotion to the rank of associate professor, and made recommendations to the administration. The faculty involved were Profs. Merwine and Wei.

Lastly we reviewed one case involving a request to be removed from the tenure stream, and made a recommendation to the administration. The faculty member involved was Prof. Kallenbach.

I want to thank all of the members of the committee both personally and publically for their considerable efforts to insure that UPB's tenure-stream faculty continue to maintain the high standards to which we all aspire.

Respectfully,

Michael Stuckart, Chair
To: Kim Bailey, Faculty Senate Secretary  
From: Marietta Frank, Student Affairs Committee Member  
Date: August 13, 2013  
Re: Student Affairs Committee Report for 2012-2013

The following are listed as members of the 2012-2013 Student Affairs Committee: Jim Evans, Marietta Frank, Kira Leck, Betsy Matz, Lori Mazza, Brieanne Seguin, Ernie Kallenbach, Dave Soriano, and Don Ulin.

The Student Affairs Committee was not given a “charge” from Senate Council and no issues arose for the committee members to consider. Because of this, the committee did not meet.

Members of the Student Affairs Committee did not authorize this report, but it is correct to the best of my knowledge.
Academic Integrity Board
2012-2013

There were no Academic Integrity cases that were brought to the attention of the Academic Integrity Board this year.

Submitted by: Helene Lawson, Chair