**Faculty Senate**

**Clarion University**

Faculty Senate met on November 23, 2015 in 146 Gemmell. J Croskey chaired the meeting, with the following senators present: J. Aaron, Y. Ayad, D. Clark, S. Boyden, B. Frakes, R. Leary, M. Lepore, D. Lott, H. Luthin, J. Lyle, J. May, C. McAleer, J. Phillips, S. Prezzano, A. Roberts, B. Sweet, L. Taylor, J. Touster. E. Green, D. McFarland, T. Pfannestiel, and K. Whitney were also present.

1. **Call to Order** - J. Croskey called the meeting to order at 3:30 pm and wished all a Happy Thanksgiving.
2. **Approval of Minutes** – B. Frakes moved and C. McAleer seconded the motion to the approve the minutes from November 8th. The minutes were approved (unanimous).
3. **New Business – Office of Scholarships**

D. McFarland presented to the Senate about the Office of Scholarships. He began by noting his experience both in and out of the area of scholarships and the moved to a discussion of what Clarion is doing with scholarships. McFarland was hired in July with the direction to implement the Board of Governors merit scholarship program as well as Foundation monies as part of an effort to boost enrollment at Clarion. It was noted that last year there was a tiered system where a 3.25 GPA resulted in a $1000.00 scholarship with STEM enrollment triggering a bonus. McFarland noted that they have started right away in awarding scholarships for the upcoming academic year to try and get prospective students off the market. To date 444 have been issued and 17% of the awardees have deposited. The deadline for consideration is May 1st. The program roll-out started much earlier this year (was November for the 15-16 new admits). D. McFarland then stated that he hoped to get rolling on the endowed scholarships in Jan-Feb to try and get award letters out by April to try and entice additional folks to commit. He also said it is a goal to improve communication and stated that the website has been updated to better account for merit and Foundation scholarships. The Office is also using Twitter and blogging to promote the various scholarship programs.

Several questions were fielded by D. McFarland.

D. Lott asked if the merit awards are for all programs and campuses. McFarland said they are for all programs at the bachelor’s level. McFarland said there is work being done on associate program expansion.

S. Boyden asked if McFarland is a good contact for persons in need of money. McFarland answered yes.

J. Tauster asked where the merit money comes from. McFarland stated it comed from ENG funds. The money is not unlimited and is a 5% revenue cap from out-of-state dollars.

J. Tauster asked if the money is available for 1 year only. McFarland stated that students could receive dollars for 4 years if they meet requirements (GPA, on-campus status).

B. Frakes inquired if the money goes back into the pot if people say go elsewhere. McFarland said yes.

H. Luthin asked what happens if all the awardees come. McFarland stated that this would be a good problem to have.

J. Tauster wanted to know how the school was deciding who to target in terms of tier of student. McFarland stated that they are looking at all applicants with a 3.0 GPA and 1000 SAT. He stated that they are looking to use Whiteboard.com (higher ed consulting firm) to run regression analysis. K. Whitney noted that this is really a 2nd tier target. McFarland added that the key is to provide enough money but not too much so as to not take the chance of overcommitting to one student if that means losing 2-3 other students.

K. Whitney asked how people can find McFarland. McFarland said to go into Financial Aid and then search within (the office or website contact page).

**IV. President’s Report – K. Whitney**

The President began by stating that the university is up 470 applications at this point. She stated that there are 6 points of recruitment and the key is to get the max yield at each point. She said the evidence suggests better numbers for applicants in terms of GPA and SAT. She continued by noting that we need to be more sophisticated in recruiting and targeting students. She said that adding to our endowed scholarships, and their use, is critical.

President Whitney then noted that she is almost done with the Gen Ed tour. She said that there are lots of notes coming (20+ pages), they are looking to revise the proposal, she thinks thinks Gen Ed reform is very doable. She added that the Gen Ed Council will meet for the 2 days prior to the spring semester to plan moving forward.

The third point of K. Whitney’s report addressed the Pricing Task Force. The Taskforce on Pricing is being asked to review Clarion University's current approach to pricing and the extent to which the current approach ensures a balanced budget; achieves our desired enrollment, and a strategic approach to need-based affordability.

President Whitney noted that Roxanne Gonzales, Dean of Venango College, sent out an email on fast-track training for moving to 7 week classes. As stated in the email:

The training will focus on taking your current 15 week syllabus and convert it into a condensed format using national standards for course development in accelerated or condensed formats based on best practice research from the Council for Accelerated Programs ([http://www.capnetwork.org/](https://email.clarion.edu/owa/redir.aspx?SURL=Du1amQXGjTLEV00A4K07TcnJ4EPdjfG0XeZgTCzYXY4sPg0YuSHTCGgAdAB0AHAAOgAvAC8AdwB3AHcALgBjAGEAcABuAGUAdAB3AG8AcgBrAC4AbwByAGcALwA.&URL=http%3a%2f%2fwww.capnetwork.org%2f) ).   Even if you already have courses in the accelerated format, this course will help you align with best practices nationally.  (Gonzales)

Finally, the President asked faculty to come to the basketball games and root for the team.

R. Leary wondered if there were issues with getting students to enroll for the spring semester and if those issues were different from years past. K. Whitney said that she didn’t know. J. Croskey stated that the chairs been notified of the spring registration status and that numbers are down. T. Pfannestiel said that approximately 800 students enrolled in the fall are not enrolled for the spring. Pfannestiel added that this not all bad news as it’s an opportunity to boost enrollment and he asked if people know students are transferring/leaving to please let him know. Leary followed-up by asking if this was a bigger percentage. T. Pfannestiel said it was roughly the same for him in his experience and noted that there are a lot of financial hold issues complicating spring enrollment. K. Whitney said she continues to have regular talks with the BoG, Chancellor, etc about lack of state money and fears the lack of a budget impacts confidence if students in enrolling. Pfannestiel added there were anomalies on the list such as international students who were never going to be back for the spring semester.

1. **Student Senate Report – E. Green**

Student Senate held forums on Gemmell. Four senate resignations are coming. There is no meeting this week.

1. **Committee Reports**
   1. **CCPS – B. Sweet** – No new business, will wait until Old Business.
   2. **Student Affairs – M. Lepore** – The committee met week before last to discuss co-curriculars, student activities subcommittee meeting to review “Who’s Who” applications, 12/4 they are sponsoring a stress-free zone for finals.
   3. **CCR** – **J. Phillips** – no report
   4. **Academic Standards** – **D. Clark**– no report
   5. **Budget** – J**. Touster** - Will meet at the start of next semester
   6. **Faculty Affairs – L. Taylor** – Will meet next week
   7. **Institutional Resources** – **A. Roberts** – Facilities master plan has been approved, everything is on time to open in the new suites, retail component is about 75% done. Students will move in during finals. Ttippin project has been pushed back 1 year.
   8. **Venango** – J. May - Task-forces are being created as result of Dr. Gonzales meeting on strategic planning.
2. **Old Business**
   1. **Constitution and bylaws issues** – B. Sweet reported that the revised constitution has been sent to State Meet & Discuss.
   2. **CCPS** – B. Sweet noted that 3 proposals had been tabled and needed to be addressed. R. Leary and A. Roberts to take up the tabled proposals. Motion passed (unanimous). B. Sweet noted that he sent emails indicating that there seemed to be a compromise of the Disability Studies minor. Sweet walked thru the emails to bring everyone up to speed on the proposals and added that an advisory committee would be created to help resolve future issues and noted that additional courses have been added to the proposals. He states that the proposals had been revised, sent to CCPS, and approved by CCPS. R. Leary thanked the departments for working to together to resolve the outstanding issues in a quick timeframe and achieving a compromise. J. Croskey asked to vote on the 3 proposals; all passed (unanimous).
3. **New Business** 
   1. **Secretary -** J. Croskey noted that Senate needs a new secretary as it had lost a dedicated member of the Senate. He asked if there was a motion for anyone to serve. B. Sweet moved and J. Phillips seconded the motion for J. Lyle to serve as secretary. J. Lyle was foolish and did not object to the motion. The motion passed (unanimous).
   2. **Study Soup –** J. Croskey noted that he had received an email from S. Prezzano about Study Soup which is a website where students can upload notes/material from their courses and then sell them to other people. It was noted that there are potential legal issues that the school may need to address. K. Whitney said she had asked R. Nowaczyk to speak with legal counsel about the matter. S. Prezzano said she has seen her class materials on the site and also stated that she thinks people are being financially exploited in their participation. H. Luthin stated that the recipient of a letter owns the physical letter but the author owns the intellectual property. If this principle is applied then it should be illegal to submit materials to the site. K. Whitney suggested that there may be a need for a statement in syllabi. B. Frakes asked if there are additional issues if a student uses an official university email address to engage in the sale of the material. R. Leary asked if he needs to copyright materials. J. Lyle noted that people can use advanced settings in programs such as Microsoft Word to control access to materials. President Whitney asked which committee in Faculty Senate would have jurisdiction to deal with this; J. Phillips noted it would be Faculty Affairs.
4. **Adjournment** – C. McAleer moved to adjourn and B. Sweet seconded. Motion passed (unanimous).

Respectfully submitted,

Jim Lyle

Faculty Senate Secretary