

Minutes of the Forum Meeting of Wednesday, February 19, 2020

Mark Decker called the meeting to order on February 19, 2020 at 3:00 PM in Kehr Union, Room 345B.

Present: George Agbango, Rona Anderson, Robert Aronstam, Mark Bauman, Joyce Bielen, Rebecca Bourgault, James Brown, Mark Decker, Kerrie Devries, Tina Entzminger, Heather Feldhaus, Susan Fetterman, Tom Fletcher, Noah Wasielewski, Bashar Hanna, Sybil Holloway, Vincent Hron, William Hudon, Monica Johnson, Ed Keller, Peter Kelly, Stephen Kokoska, James McCormack, Michael McFarland, Gretchen Osterman, Courtney Paddick, Elizabeth Petre, John Riley, Diana Rogers-Adkinson, Cassandra Sachar, Loren Selznick, Todd Shawver, Luke Springman, Thomas Tanner, Denice Wengryn, Carrie Winship, Weichun Zhu, Greg Zimmerman, Whitney Robenolt, Bob Heckrote, Michael Martin, John Loonan

1. Approval of the Agenda of February 19, 2020

A motion to approve the agenda was made by John Riley; second by Michael Martin.

The agenda was approved by acclamation.

2. Approval of the Minutes of October 23, 2019

A motion to approve the minutes was made by Ed Keller; second by Noah Wasielewski.

The agenda was approved by acclamation.

3. Reports by standing committees:

a. BUCC:

John Riley reported that the committee met on 11/13/19, 12/4/19, 1/29/20 and 2/12/20. The committee discussed numerous course proposals, second reading of two PRPs 3344 and 3516 (discussion later in the minutes); working on 2 PRPs: PRP 3627 Second Baccalaureate Degree and PRP 3640 Academic Distinction; working on the Omnibus form and the PRPs that coincide with the Omnibus. Mass Communications Department is now Media & Journalism.

b. General Administration Committee (GAC):

John Loonan reported that GAC's first meeting is this coming Wednesday, February 26, 2020.

c. Planning and Budget:

Diana Rogers-Adkinson reported that the committee met and the following was reported on:

- Space and Facilities is moving 1 classroom.
- Winter Session revenue
- General E&G showing a potential deficit
- Collective bargaining and pay increase that will be incurred 2021-2022 will create a deficit
- Out of State Scholarship program change

d. Student Life:

Monica Johnson had no items to report at this time.

4. Strategic Plan Update:

Mark Decker explained that the Strategic Plan Update will be built into the forum agenda to keep everyone updated.

Diana Rogers-Adkinson reported on the following:

- Working on live Strategic Planning Update on the website
- Finalizing committees
- Working with Blue Beyond
- Blue Beyond will be on campus for the first time on 3/31, 4/1 and 4/2 with open workshop sessions 3 hours long
- Meeting with Blue Beyond one to two times a week.

5. Informational Reading - PRP 3344 Evaluation of Military Experience for Academic Credit:

John Riley thanked William Hudon and Bob Heckrote for their work on this PRP. This PRP gives military personnel academic credit.

6. Informational Reading – PRP 3516 Course Requirements, Progress Information and Evaluations:

John Riley reported that this policy combines PRPs 3516, 3264 and 3670 which is meant to help students be successful and help faculty with finals. The policy will also help students with their progress in their courses. There was a lengthy discussion about the pros and cons of the policy and it was recommended that if anyone has feedback regarding this PRP to please refer them to the Provost.

7. Open Forum:

Peter Kelly reminded everyone that the President's Spring Update will be held Monday, February 24, 2020 at 3:30 pm in Gross Auditorium and that all faculty, staff and students are welcome to attend.

A question was asked about the budget for library acquisitions has been eliminated, the Provost reported that the deficit in the library is being covered by the Provost's office.

8. Adjournment:

The meeting was adjourned at 3:45 p.m.

Minutes of the Forum Meeting of Wednesday, April 22, 2020

Mark Decker called the meeting to order on April 22, 2020 at 3:00 PM via Zoom online meeting.

Present: Mark Decker, Aaron Bekisz, Ailien Pham, Aimee Wenta, Allison Barber, Amy Eitzen, Amy Osborne, Andrea O'Neill, Angela Crossley, Angelo Godino, Asa Kelley, Barbara Robbins, Bashar Hanna, Becky Kovach, Beth Rogowsky, Bill Barnes, Bob Heckrote, Brad Swenson, Brooke Noss, Candy Ryan, Carolyn LaMacchia, Carrie Winship, Caryn Terwilliger, Cassandra Sachar, Charlotte Droll, Cheryl Mizenko, Chris Lapos, Christina Force, Christina Francis, Claudia Thrush, Clayton Newton, Cori Gresh-Horikoshi, Courtney Paddick, Craig Young, Dan Cummings, Dan Knorr, Dan Walz, Darlene Perner, Daryl Fridley, David Heineman, Dawn Orzolek, Debbie Chamberlain, Deborah Stryker, Debra Mucci, Denice Wengryn, Denise Davidson, Denise Recla, Denise Stone, Dennis Frohlich, Diana Rogers-Adkinson, Dina Clark, Ed Keller, Edwin Valovage, Elena Lockard, Elizabeth Brennan, Elizabeth Petre, Emil Mikle, Emily Wilhelm, Eric Foster, Eric McCabe, Eric Ness, Erik Evans, Erin Brummett, Ethan Krupp, George Agbango, Gregory Zimmerman, Gretchen Osterman, Heather Feldhaus, James Brown, Janice Phillips, Jason Genovese, Jeffrey Ward, Jennifer Fox Wood, Jennifer Hunsinger, Jennifer Raup, Jennifer Turnbough, Jennifer Umberger, Jennifer Williams, Jerome Dvorak, Jerrold Harris, Jerry Reed, Jessica Heid, Jessica Thomas, Jill Whitenight, Jim Fiamoncini, Jim McCormack, Joe Nemeth, John Kula, John Loonan, John McKaig, John Riley, Joyce Bielen, Judy Rostucher, Kailey Morris, Kara Shultz, Kara Workman, Karen Davis, Karen Hamman, Kathleen Heitzman, Kathy Kollar-Valovage, Katrina Baker, Kayla May, Kelly Force, Kerrie DeVries, Kimberly Bolig, Kristina Wood, Laura Davis, Lauren Fuhrman, Linda Lapp, Linda Tomashefski, Lisa Domenico, Lissa Clark, Loren Selznick, Lori Metzger, Luann Gilliland, Luke Springman, Lynda Michaels, Marcei Woods, Mark Bauman, Mark Turnbough, Marty Wygmans, Mary Ellen Kelly, Mary Lou D'Allegro, Mary Vezendy, Marybeth Bergen, Maureen Hill, Meaghan Fuhrman, Melissa Cheese, Michael Babb, Michael McFarland, Michael McGurl, Michael Ruffini, Mindi Miller, Monica Johnson, Mykola Polyuha, Noah Wasielewski, Nori Lewis, Patricia Haney, Peter Kelly, Peter Krum, Rachel Shaffer, Ralph Godbolt, Rebecca Bourgault, Rebecca Willoughby, Regina Bobak, Robert Dunkelberger, Rona Anderson, Ronda Mariani, Sam Boucek, Sam Josuweit, Shannon Musgrove, Sharon Betz, Steph Ulmer, Stephanie Gardner, Susan Dauria, Susan Fetterman, Suzi Glowaski, Sybil Holloway, Ted Roggenbuck, Terina Oman, Tess Fosse, Tim Rumbough, Tina Entzminger, Todd Shawver, Tom Fletcher, Tom Griffith, Tom McGuire, Tom Ruhl, Tom Schaeffer, Traci Fetterman, Tricia Mann, Victoria Geyfman, Wayne Mohr, Wayne Whitaker, Weichun Zhu, Whitney Robenolt, William Hudon

1. Approval of the Agenda of April 22, 2020

A motion to approve the agenda was made by Deborah Stryker; second by Ed Keller.

The agenda was approved by acclamation.

2. Approval of the Minutes of February 19, 2019

A motion to approve the minutes was made by John Riley; second by Michael McFarland.

The agenda was approved by acclamation.

3. Explanation of Forum Format:

Mark Decker explained that there isn't a lot of forum business today because of the current situation on campus. There are no regular reports except for information from BUCC. John Riley reported on the following from BUCC: BUCC held regular meetings February 26, April 1 and April 15. Various course proposals, program changes and new minors were approved. A new degree BFA in Art Studio was approved. This is the University's first BFA. The open meeting for March 18

was cancelled. A special meeting concerning the Spring 2020 Pass/Fail Policy was held March 25. That policy has been implemented.

4. First Reading: Removal of PRP 2420, Conferences:

Mark Decker reported that this is a first reading for the removal of PRP 2420, the PRP is redundant and that other PRPs cover it. Mark Decker asked that if there are any discussions regarding this PRP to refer them to Michael McFarland.

5. President Hanna's Update

Dr Hanna reported on the following:

- Online Instruction
- Enrollment and Retention
- Budgetary Implications
- Human Resources
- Campus Projects
- Strategic Planning
 - Three pillars: Innovation and Excellence; Diversity and Inclusion; Financial Sustainability
 - Revised Timeline
- Summer and Fall 2020
- State System
- Husky Heroes
- BU Serving the Community
 - PPE donations to Geisinger and Evangelical Community Hospital
- "Strengthen the Pack" Campaign

Look forward to seeing everyone back on campus.

6. Adjournment:

The meeting was adjourned at 3:49 p.m.

Minutes of the Forum Meeting of Monday, September 28, 2020

Mark Decker called the meeting to order on September 28, 2020 at 3:00 PM via Zoom meeting.

Present: *Mark Decker, George Agbango, Rona Anderson, Bill Barns, Joyce Bielen, James Black, Traci Boehret, Rebecca Bourgault, Nathan Conroy, Mary Lou D'Allegro, Hilary Debardeleben, Rajendra Dulal, Erik Evans, Heather Feldhaus, Tom Fletcher, Tess Fosse, Eric Foster, Daryl Fridley, Ken Hall, Bashar Hanna, Eric Hawrelak, David Heineman, Marilou Hinchcliff, Sybil Holloway, Bill Hudon, Asa Kelly, Peter Kelly, Angela LaValley, Greg Mackey, Tena Maurer, Jet Mboga, Jim McCormack, Pamela McDonald, Mike McFarland, Dawn Orzolek, Amy Osborne, Gretchen Osterman, Lori Parke, Richard Paulsen, Jerry Reed, John Riley, Diana Rogers-Adkinson, Cassandra Sachar, Scott Shaffer, Todd Shawver, Deborah Stryker, Tom Tanner, Claudia Thrush, Jennifer Umberger, Mary Vezendy, Justin Wagner, Noah Wasielewski, Denice Wengryn, Rebecca Willoughby, Carrie Winship, Marty Wygmans, Andira Dodge*

1. Approval of the Agenda of September 28, 2020

A motion to approve the agenda was made by Deb Stryker; second by Mike McFarland.

The agenda was approved by acclamation.

2. Approval of the Minutes of April 22, 2020

A motion to approve the minutes was made by Gretchen Osterman; second by Deb Stryker.

(One correction: Jimmy Gilliland attended, not Luann Gilliland.)

The agenda was approved by acclamation.

3. Reports by Standing Committees:

a. BUCC:

Ken Hall reported that the committee met on September 2nd and 16th and reviewed PRPs directly impacting students: PRP 3233 Required Format for Course Syllabi; PRP 3361 Revision for Undergraduate Academic Renewal. The committee approved proposed revisions on courses for English and Theatre, reviewed the Social Work Degree Program, and also discussed Distance Education in the most recent version of CBA.

There was a question as to when the academic calendar may be available for summer; the answer will depend upon some possible PASSHE integration plans.

b. General Administration Committee

Jerry Reed reported that the GAC met and discussed various closure procedures for campus, including weather, pandemic, and other emergencies.

c. Planning and Budget

Diana Rogers-Adkinson reported that the committee met and discussed the financial impact of both eliminating management positions and not filling vacated positions at various levels. The committee also reviewed the ESLP overview as well as summer and fall enrollment.

d. Student life

This report is included in #6 below.

4. Forum Chair Election

Mark Decker was nominated by George Agbango to continue in his role as Chair for Forum. Gretchen Osterman seconded the motion. A vote via Zoom was taken: 21 were in favor, none opposed, no abstentions (clarification will be made on voting member status among attendees). Mark Decker will continue as Chair.

5. Strategic Plan Update

Diana Rogers-Adkinson reported that Strategic Planning is currently on hold as a possible integration will alter the process. John Riley mentioned the consultants, Blue Beyond, have been proactive in gathering data regarding Lock Haven and Mansfield to help tailor future plans. Strategic Planning will remain an agenda item as BU looks to evaluate processes with other institutions.

6. First Reading: Affirmed Gender Marker PRP:

Gretchen Osterman is the new Chair for Student Life. She reviewed the details of the policy allowing students to change their gender marker on university records.

7. Informational Reading: Amorous Relationships Policy

Tena Maurer gave an overview of the PASSHE policy, detailing some of the definitions and procedures of handling amorous relationships among BU employees. It was noted that there was a previous non-binding resolution BU had created regarding relationships but this has since been abandoned for the PASSHE policy as the latter supersedes any local decisions.

8. Open Forum

Angela LaValley offered to answer General Education questions as part of Open Forum, possibly adding the subject as a future agenda item. There was a question as to when people can meet to discuss GE issues at length; Angela LaValley will offer some times/dates.

Peter Kelly reminded everyone to submit questions for the Chancellor's virtual visit October 6th. Questions can be submitted through the link provided in MarComm's Week Ahead post.

9. Adjournment:

The meeting was adjourned at 3:43 p.m.

Minutes of the Forum Meeting of Wednesday, October 21, 2020

Mark Decker called the meeting to order on October 21, 2020 at 3:00 PM via Zoom meeting.

Present: Albree Boone, Allison Brooks, Amanda Biddings, Amy Osborne, Andira Dodge, Anne Broyan, Asa Kelley, Bashar Hanna, Belinda Deleon, Bernard Empie, Blair Staley, Bob Heckrote, Brad Swenson, Bridget Hilferty, Cade Bleashka, Cassandra Sachar, Charlotte Droll, Christopher Lapos, Claudia Thrush, Conrad Quintyn, Courtney Paddick, Dan Elston, Dan Knorr, Danny Wheelan, Darlene Perner, Darren Krill, Daryl Fridley, Dave Leisering, David Heineman, Dawn Orzolek, Deanna Wolfe, Debbie Chamberlain, Deborah Stryker, Deby Krum, Denice Wengryn, Diana Rogers-Adkinson, Ed Keller, Edward Mooney, Elena Lockard, Elizabeth Stauder, Emil Mikle, Eric Foster, Eric Hawrelak, Eric McCabe, Erik Evans, Erin Fetterman, Frank Sheptock, Gay Spezialetti, George Salvaterra, Greg Zimmerman, Gretchen Osterman, Heather Feldhaus, Hilary DeBardleben, James Black, James Brown, James McCormack, Jennifer Hunsinger, Jerry Reed, Jill Whitenight, John McKaig, John Riley, John Sanow, Kara Shultz, Keenan Huss, Kenneth Hall, Kerrie DeVries, Kimberly Bellard, Kristin Stam, Lori Olshefski, Luke Betley, Luke Springman, Lynn Hummel, Marcus Gordon, Mark Decker, Marty Wygmans, Mary Raskob, Mary Teresa O'Hara, Mary Vezendy, Meaghan Fuhrman, Melissa Buck, Michael McFarland, Michelle Makar, Mindi Miller, Molly Marnella, Monica Favia, Nathan Conroy, Nicole Hartranft, Noah Wasielewski, Peter Kelly, Rajendra Dulal, Ralph Godbolt, Rebecca Bourgault, Rebecca Willoughby, Regina Bobak, Richard Paulsen, Rona Anderson, Russell Hughes, Sam Choi, Samuel Livingston, Saulyna Wells, Scott Schaffer, Shannon Hertz, Shannon Musgrove, Shavonne Shorter, Stephanie Gardner, Stu Marvin, Susan Kocher, Syrena Hess, Tess Fosse, Todd Shawver, Tom Fletcher, Tom McGuire, Weichun Zhu, Wendy Hoyt, William Hudon

1. Approval of the Agenda of October 21, 2020

A motion to approve the agenda was made by Ed Keller; seconded by Eric Hawrelak.

2. Approval of the Minutes of September 28, 2020

A motion to approve the minutes was made by Eric Hawrelak; seconded by Gretchen Osterman.

3. Reports by Standing Committees:

a. BUCC:

Ken Hall reported that the committee met on September 30th and October 14th and reviewed PRPs 3361 and 3233 that are further mentioned in #8 below.

PRP 3234 for Expedited Approval for Distance Education Options along with courses that are active but older than AY 2014-15 as covered by 3234 were also discussed.

PRP 3627 for a Second Baccalaureate Degree was given a First Read in the September meeting.

There were GEC and Middle-State updates at these meetings along with a review of curriculum processes.

b. General Administration Committee

The reported is included in #6 below.

c. Planning and Budget

Diana Rogers-Adkinson reported that the committee met and reviewed data which shows BU has reduced base operations while we spend down some savings on our new building. Claudia clarified the deficit and operating expenses figures, expressing confidence on having a balanced budget by 2021-2022.

The Provost detailed some of the enrollment figures, including a smaller new student cohort as well as larger than expected retention.

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d. Student life

This report is included in #7 below.

4. Strategic Plan Update / Integration Update

Diana Rogers-Adkinson reported that Strategic Planning is currently on hold as a possible integration will alter the process. Strategic Planning will return as an agenda item as BU looks to evaluate processes with other institutions. In its place, there will be a recurring update on the Integration process.

5. President's Update

President Hanna presented a university update, which included a review of fall data, a look to the spring semester, and integration news.

He began with honoring the Employee of the Year, Vince Kozlek, as well as thanking the other Employees of the Month for the past year.

He thanked all staff and faculty, including those “Extraordinary Huskies” that went above and beyond during the Covid-19 crisis in the spring to help students.

He gave Institutional goal updates, reviewing enrollment, which is lower than expected, and retention, which is higher than expected. He highlighted several areas of improvement as well as areas to work on. He shared that annual gifts increased despite the pandemic crisis.

The President shared the financial analysis of the university, including actual results versus what was projected for the last academic year. Claudia Thrush shared that our shortfall was better than predicted, due to a delay in transfer of funds for the Haas improvements as well as some bond refinancing and a lower number of expenditures with the spring shutdown.

He gave an overview of goals for spring which included the news of Covid Rapid Testing processes on campus in conjunction with the Town of Bloomsburg. He stated that we cannot mandate testing for the BU community but we can strongly encourage participation.

The President shared that he will be leading the Northeast Leadership Team for the PASSHE integration process moving forward. He said he will host a Town Hall meeting November 17th to discuss integration further.

The President's PowerPoint presentation from today's meeting may be found on the website at <https://intranet.bloomu.edu/documents/president/Forum2020.pdf>.

6. First Reading: PRP 5205 University Closing Policy

Jerry Reed read through policies, procedures, terms, and schedules for the closing policy for all types of emergencies.

7. Second Reading: Affirmed Gender Marker PRP:

Gretchen Osterman reviewed the details of the policy allowing students to change their gender marker on university records. A motion to approve was made by Deb Stryker, seconded by Mike McFarland. A vote was taken on the PRP, with 21 in favor, none opposed, and one abstention.

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8. Informational Reading: BUCC PRPs 3361 and 3233

Ken Hall reviewed two PRPs that were approved by BUCC. PRP 3361 Academic renewal allows BU undergraduate students to resume their studies after having substandard grades removed from their record. PRP 3323 Required Format for Master Syllabi provides assurance of standards being met for different sections of a course. (PRP 3323 will have a couple of minor corrections.)

9. Open Forum

There were no items brought up in Open Forum for discussion.

Adjournment: The meeting was adjourned at 4:34 p.m.

Minutes of the Forum Meeting of Wednesday, November 18, 2020

Mark Decker called the meeting to order on November 18, 2020 at 3:00 PM via Zoom meeting.

Present: *Andy Dunlap, Anne Broyan, Asa Kelley, Blair Staley, Brenda Pitonyak, Cade Bleashka, Carrie Winship, Cassandra Sachar, Charlie Jun, Charlotte Droll, Claudia Thrush, Courtney Paddick, David Heineman, Deborah Stryker, Deby Krum, Denice Wengryn, Diana Rogers-Adkinson, Sangdo Choi, Ed Keller, Erin Fetterman, Elena Lockard, Eric Hawrelak, Eric McCabe, Gay Spezialetti, Greg Zimmerman, Gretchen Osterman, Heather Feldhaus, Hilary DeBardleben, James Black, James Brown, James McCormack, Jennifer Raup, Jerry Reed, John McKaig, Joyce Bielen, Kara Shultz, Kenneth Hall, Kristina Wood, Leslie Fogle, Lori Parke, Lynn Hummel, Mary Vezendy, Melissa Cheese, Michael McFarland, Mindy Andino, Noah Wasielewski, Peter Kelly, Richard Paulsen, Rodger Benefiel, Rona Anderson, Samuel Livingston, Susan Kocher, Terina Oman, Tom Fletcher, Todd Shawver, Troy Prutzman, Weichun Zhu, Whitney Robenolt, William Hudon, Mark Decker, Andira Dodge*

1. Approval of the Agenda of November 18, 2020

The agenda was approved by acclamation.

2. Approval of the Minutes of October 21, 2020

A motion to approve the minutes was made by Ed Keller; seconded by Deb Stryker. The motion passed with 24 votes.

3. Reports by Standing Committees:

a. BUCC:

Ken Hall reported that the committee met November 11th and reviewed proposals for Mathematical and Digital Sciences, EGGs, and Communication Studies as well as discussed PRP 3627 for a third reading of Second Baccalaureate. The committee decided to convene December 2nd to review a few proposals including PRP 3640 Academic Distinction.

b. General Administration Committee

Jerry Reed reported that the GAC voted on specific times for the committee to meet consistently in the future to align with Forum and other pertinent committees.

c. Planning and Budget

Diana Rogers-Adkinson reported that the committee met in October and will meet again November 19th. They reviewed Year 3 SEP Plan results and looked at the COVID-19 ramifications for the university as well as integration options.

d. Student life

Gretchen Osterman stated that the Student Life committee would hold its first semester meeting later in the week and are working to schedule more regular meetings in the spring.

4. Integration Update

Diana Rogers-Adkinson reported that Dr. Hanna will be the lead of the Northeast Region for the PASSHE integration, overseeing 14 working groups that have been named. The Provost will be the lead for Academic Affairs for integration, overseeing subgroups from all three universities,

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5. **First Reading: Revised PRP 4789 Harassment & Discrimination; 4790 Sexual Misconduct**
Jen Raup reviewed via PowerPoint presentation the PASSHE Title IX updates regarding definitions of sexual misconduct as well as procedures and policies in response to these changes.
6. **Informational Reading: Revised PRP 4802 Student Code of Conduct**
Gretchen Osterman gave an overview of PRP 4802 which provides updates to existing conduct policies as well as the university's response to conduct issues.
7. **Second Reading: PRP 5205 University Closing Policy**
Jerry Reed reviewed modifications to PRP 5205 which includes various closing procedures for weather and other emergencies. The revised PRP includes new definitions, procedures, and schedules for campus to follow. There was a motion to endorse the PRP by Deb Stryker which was seconded by Ed Keller. The motion was approved with 20 votes.
8. **Informational Reading: BUCC PRP 3234 Expedited Approval of Distance Ed; PRP 3627 Second Baccalaureate Degree**
Ken Hall reviewed PRP 3234 which is for Expedited Approval for Distance Education Option for Existing Courses. The PRP was approved by BUCC as well as PRP 3627 for Second Baccalaureate Degrees which was reviewed and discussed at Forum.
9. **Open Forum**
There were no items brought up in Open Forum for discussion.

Adjournment: The meeting was adjourned at 4:07 PM