THE PENNSYLVANIA STATE UNIVERSITY

The University Faculty Senate

AGENDA

Tuesday, December 4, 2018 – 1:30 p.m.
112 Kern Graduate Building

Senators are reminded to bring their PSU ID cards to swipe in a card reader to record attendance.

In the event of severe weather conditions or other emergencies that would necessitate the cancellation of a Senate meeting, a communication will be posted on Penn State News at http://news.psu.edu/.

A. MINUTES OF THE PRECEDING MEETING

Minutes of the October 23, 2018 Meeting in The Senate Record 52:2

B. COMMUNICATIONS TO THE SENATE

Senate Curriculum Report of November 13, 2018 Appendix A

2019-2020 Senate Calendar Appendix B

C. REPORT OF SENATE COUNCIL - Meeting of November 13, 2018

D. ANNOUNCEMENTS BY THE CHAIR

E. COMMENTS BY THE PRESIDENT OF THE UNIVERSITY

F. COMMENTS BY THE EXECUTIVE VICE PRESIDENT AND PROVOST OF THE UNIVERSITY

SPECIAL INFORMATIONAL REPORT

University Planning

2018-2019 Approved University Operating Budget Appendix C
G. FORENSIC BUSINESS

None

H. UNFINISHED BUSINESS

Senate Committee on Committees and Rules

Revisions to Bylaws; Article VII – Delegation of Authority, Section 1

Appendix D

I. LEGISLATIVE REPORTS

Senate Committees on Admissions, Records, Scheduling, and Student Aid and Undergraduate Education

Changes to Senate Policy 42-98: Educational Experiences in the Armed Services

Appendix E

Senate Committee on Committees and Rules

Revision to Standing Rules; Article II – Senate Committee Structure, Section 6(n) Committee on Undergraduate Education

Appendix F

J. ADVISORY/CONSULTATIVE REPORTS

None

K. INFORMATIONAL REPORTS

Senate Special Centennial Committee

Centennial Committee Progress Report

[5 minutes allocated for presentation and discussion]

Appendix G

Senate Committee on Faculty Benefits and Joint Committee on Insurance and Benefits

2017-2018 Annual Report on the Status of Benefit Changes

REPORT POSTPONED UNTIL THE JANUARY 29, 2019 MEETING

Appendix H

Senate Committee Libraries, Information Systems, and Technology

Reimagining Information Technology

[20 minutes allocated for presentation and discussion]

Appendix I
L. NEW LEGISLATIVE BUSINESS

M. COMMENTS AND RECOMMENDATIONS FOR THE GOOD OF THE UNIVERSITY

The next meeting of the University Faculty Senate will be held on Tuesday, January 29, 2019 at 1:30 p.m. in room 112 Kern Graduate Building.

All members of the University Faculty Senate are asked to sit in their assigned seats for each Senate meeting. The assignment of seats is made to enable the Senate Chair to distinguish members from visitors and to be able to recognize members appropriately. Senators are reminded to wait for the microphone and identify themselves and their voting unit before speaking on the floor. Members of the University community, who are not Senators, may not speak at a Senate meeting unless they request and are granted the privilege of the floor from the Senate Chair at least five days in advance of the meeting.
COMMUNICATION TO THE SENATE

DATE: November 14, 2018

TO: Michael Bérubé, Chair, University Faculty Senate

FROM: Michele Duffey, Chair, Senate Committee on Curricular Affairs

The Senate Curriculum Report dated November 13, 2018 has been circulated throughout the University. Objections to any of the items in the report must be submitted to Kadi Corter, Curriculum Coordinator, 101 Kern Graduate Building, 814-863-0996, kkw2@psu.edu, on or before December 13, 2018.

The Senate Curriculum Report is available on the web and may be found at: http://senate.psu.edu/curriculum/senate-curriculum-reports/
## 2019-2020 SENATE CALENDAR

<table>
<thead>
<tr>
<th>Curriculum Proposals Due by 5:00 pm</th>
<th>Senate Council Reports Due By 12:00 noon</th>
<th>Senate Council Meetings and Curriculum Report Publication Date</th>
<th>Senate Meetings</th>
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<tbody>
<tr>
<td>August 9, 2019</td>
<td>August 12, 2019</td>
<td>August 27, 2019</td>
<td>September 17, 2019</td>
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<tr>
<td>September 23, 2019</td>
<td>October 8, 2019</td>
<td>October 29, 2019</td>
<td>December 3, 2019</td>
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<td>November 1, 2019</td>
<td>November 4, 2019</td>
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<td>January 28, 2020</td>
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<tr>
<td>March 20, 2020</td>
<td>April 7, 2020</td>
<td>April 28, 2020</td>
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<tr>
<td>June 8, 2020</td>
<td>June 23, 2020*</td>
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*Tentative*
Dr. Nicholas Jones, Executive Vice President and Provost of the University, will present information about the 2018-19 University Operating Budget.

**Note:** Provost Jones’ slides will be added below at a later date.
2018-19 Approved University Operating Budget

Dr. Nicholas P. Jones, Executive Vice President and Provost
Meeting of the University Faculty Senate
Tuesday, December 4th, 2018

2018-19 total income is budgeted to be $6.5B, a 12.2% increase over 2017-18 budgeted income.
The 2018-19 permanent E&G budget is increasing 2.55% over 2017-18.

As state appropriations have declined, PSU has become more reliant on tuition revenue to fund core expenses.
The current state appropriation remains below 2010-11 funding levels and has not kept pace with CPI increases.

The 2018-19 appropriation was approved with a 3% increase over 2017-18.

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<tr>
<th></th>
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<tbody>
<tr>
<td><strong>Direct State Appropriation:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>General Support</td>
<td>$230.436</td>
<td>$13.826</td>
<td>$244.262</td>
<td>$6.913</td>
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<tr>
<td>Pennsylvania College of Technology</td>
<td>22.074</td>
<td>2.000</td>
<td>24.074</td>
<td>0.662</td>
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<tr>
<td><strong>Subtotal Direct</strong></td>
<td>$252.510</td>
<td>15.826</td>
<td>268.336</td>
<td>7.575</td>
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<td><strong>Agricultural College Land Scrip Fund:</strong></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Ag Research and Cooperative Extension</td>
<td>52.313</td>
<td>3.139</td>
<td>55.452</td>
<td>1.569</td>
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<tr>
<td><strong>PA Department of Public Welfare:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>M.S. Hershey Medical Center:</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Medical Assistance Funding (est.)</td>
<td>13.400</td>
<td>0.804</td>
<td>14.204</td>
<td>0.000</td>
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<tr>
<td><strong>Total Appropriation</strong></td>
<td>$318.223</td>
<td>$19.769</td>
<td>$337.992</td>
<td>$9.144</td>
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<tr>
<td>% Increase</td>
<td></td>
<td>6.2%</td>
<td></td>
<td>2.9%</td>
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</table>
Applications for admission have increased over 10 years, but enrollments have grown at a much slower pace.

![Graph showing applications and enrollments]

Our 2018-19 undergraduate residential tuition increase is lower than most of our public university peers, both within PA and the Big Ten.

![Graph showing tuition increases]
The undergraduate tuition increases reflect PSU’s commitment to affordability for all students, both resident and non-resident.

<table>
<thead>
<tr>
<th>Tuition Increases per Semester</th>
<th>PA Residents</th>
<th>Non-PA Residents</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>%</td>
<td>$</td>
</tr>
</tbody>
</table>

**Lower Division**

- University Park: 0.00% $0 3.60% $588
- Altoona, Berks, Erie, Harrisburg: 0.00% $0 3.30% $375
- Abington: 0.00% $0 3.30% $356
- Brandywine, Hazleton, Lehigh Valley, Schuylkill, Scranton, York, World Campus: 0.00% $0 3.00% $321
- Beaver, DuBois, Fayette, Greater Allegheny, Mont Alto, New Kensington, Wilkes-Barre: 0.00% $0 2.70% $275
- Shenango: 0.00% $0 2.70% $269

**Undergraduate Aggregate Increase**

0.00% 3.54%

**Student Fee Increases**

- Student Initiated Fee -- $4 at campuses, $9 at UP (combination of former Activities and Facilities Fee)
- Information Technology Fee - no increase

Efforts to minimize tuition and room and board rate growth are reflected in a low increase in overall cost of attendance for undergraduates and graduates.
The permanent E&G budget is primarily used to fund PSU’s academic mission and the infrastructure to support it.

Changes in 2018-19 E&G permanent expenses include funding high-priority needs such as the capital and strategic plans and competitive salary increases while still targeting opportunities for savings and efficiencies.
Another way to view the E&G permanent expense changes is as a percentage of the base budget:

Facility Tradeoff Considerations

↑ in Capital Improvement Investments = ↓ Deferred Maintenance

- 2018-19 projected facilities increases include:
  - Approved capital plan ($16.6M)
  - Maintenance ($3.0M)
  - New facilities operations and maintenance ($3.8M non-discretionary)
  - Fuel and utilities ($1.4M non-discretionary)
- 2018-19 through 2022-23 Capital Plan original assumptions:
  - $19.2M funded in 2018-19 through a 2% tuition increase
  - $14.7M annually for subsequent years of plan
Highest growth outside the E&G budget is Penn State Health (12.8%).

*Budget as approved by Penn College Board on 6/14/18, prior to the approval of the 3% ($662K) appropriation increase.
Questions/Discussion
Rationale:

The University Faculty Senate Constitution Article I, Section 1 establishes the Senate as the “sole legislative body representing the University faculty as a whole.” It further states that the Senate shall be “authoritative on all matters that pertain to the educational interests of the University (graduate and undergraduate resident instruction, research, and continuing education) and on all educational matters that concern the faculties of more than one college.”

The University Senate Bylaws, Article VII, Section 1, grants the Senate the power to delegate its authority to “appropriate organized faculty bodies” subject to the approval of the University Senate Council.

“Authority for functions of the Senate as defined in Article I, Section 1, of the Constitution may be delegated in whole or in part to appropriately organized faculty bodies upon recommendation of the Senate Council and approval by the Senate in accordance with Article X, Section 1, of the Bylaws.” – University Faculty Senate Bylaws, Article VII, Section 1

Recommendation:

That Article VII, Section 1 of the Bylaws be and is hereby amended as follows:
Article VII – Delegation of Authority

Section 1

Authority for functions of the Senate as defined in Article I, Section 1, of the Constitution may be delegated in whole or in part to appropriately organized faculty bodies upon recommendation of the Senate Council and approval by the Senate in accordance with Article X, Section 1, of the Bylaws. Such delegation shall be limited to those functions appropriate to the faculty body concerned, and such delegations shall be specified in succeeding sections of this Article and shall be established in accordance with Article X, Section 1, of the Bylaws as interpreted by Senate Council. Legislative actions and minutes of all bodies to which authority has been delegated under Article VII shall be forwarded to the Chair of the Senate. Where appropriate, actions will be transmitted to the President following established procedures. The Executive Director is charged with assuring that review and transmittal to the Chair is made.

All faculty governance organizations to which the Senate delegates its authority shall draft its governance documents consistent with the Requirements and Recommendations for Faculty Governance Organizations set forth by the Senate Council. Those Requirements and Recommendations shall be read consistently with, and incorporate, the following basic requirements:

(1) Unit governing documents may be known by whatever name is consistent with the traditions of the unit, and may be identified as constitutions, bylaws, standing rules and the like, as long as they are clearly identified as constituting the governing rules of the unit.

(2) The chair of the faculty governance organization shall be elected from the unit’s non-administrative faculty, either by the faculty of the unit or by the elected members of the faculty governance organization.

(3) The key functions of the leader of the unit’s faculty governance organization shall include, but are not limited to:

- Presiding over meetings of the faculty governance organization
- Setting the agenda for the meetings of the faculty governance organization
- Overseeing the selection of committee members, their leadership, and their charges

SENATE COMMITTEE ON COMMITTEES AND RULES

- Jonathan Abel
- Michael Bérubé
- Renee Borromeo
- Victor Brunsden, Vice-Chair
- Ann Clements
- Dennis Jett
• Beth King
• Binh Le
• Richard Robinett
• Nicholas Rowland
• Keith Shapiro, Chair
• Ann Taylor
• Rodney Troester
• Matthew Woessner
SENATE COMMITTEE ON ADMISSIONS, RECORDS, SCHEDULING AND STUDENT AID
SENATE COMMITTEE ON UNDERGRADUATE EDUCATION

Changes to Senate Policy 42-98: Educational Experiences in the Armed Services

(Legislative)

Implementation: Upon Approval by the Senate and development of procedures when applicable

Rationale

The number of veteran and active duty service members attending the University has increased over the last decade and we expect to see their number continue to increase. In the five years between 2009-2014, the number of veteran and active duty service members bringing in military credits increased from 2,136 to 2,889. Our current policy results in those credits often coming in as general credit and these credits are assigned by the director of admissions. At Penn State it is important to establish how credits transfer and how those credits apply to a student’s program of study. Of the thousands of possible military courses and occupations that could come into the University, we’ve evaluated 236 as general or non-transferable. Additionally, there is also currently no consistency across the different branches of the military regarding the assignment of credit hours for basic training.

It is important to develop a process for evaluating credit so that students coming into the University receive appropriate and consistent recognition for relevant learning that meets degree requirements.

Recommendation

We recommend that military courses and occupations receive an evaluation by faculty in the discipline using the same categories available to transfer courses: direct, course-level, general education with or without a level, or subject general. With the availability of DANTES Subject Standardized Tests to civilians we also suggest additional revisions to the policy. With these changes, service members will see an increased number of credit evaluations that are also consistent.

Revised Policy

1. Formal Military Service School Courses. A veteran or member of the active armed services or the selected reserves who is a student may be granted credit for educational experiences in the armed services under the following conditions:
   1. Credit may be awarded to a student upon certification by the Department of Defense of the formal military service school courses.
   2. Responsibility for the decision as to academic area of application and quantity of credit to be awarded rests with the director of admissions faculty in the discipline.
   3. Guidelines for this decision are drawn from the most recent edition of A Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education.
4. Use of these general credits in the student’s program rests with the department concerned. The college with academic authority for the student's undergraduate program of study determines how credits will apply to the student’s program.

2. Military Occupational Specialty. A veteran or member of the active armed services or the selected reserves who is a student may be granted credit for occupational specialties held in the armed services under the following conditions:
   1. General Credit may be awarded to a student upon certification by the Department of Defense of a Military Occupational Specialty.
   2. Responsibility for the decision as to academic area of application and quantity of credit to be awarded rests with the director of admissions faculty in the discipline.
   3. Guidelines for this decision are drawn from the most recent edition of A Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education.

4. Use of these general credits in the student’s program rests with the department concerned. The college with academic authority for the student's undergraduate program of study determines how credits will apply to the student’s program.

3. Basic Training. Degree-seeking students will be awarded up to three credits of Health and Wellness toward fulfilling the General Education requirements for completion of basic training. If the credit recommendation is greater than three, the additional credits will be transcribed as general to give academic units the flexibility to apply them appropriately. Health and Physical Education. A veteran or a member of the active armed services or the selected reserves who is a student may be awarded credit for both health education and physical education for completion of basic training. Credit for basic training completed by December 1979 may be awarded as 1 general credit of health education and 3 general credits of physical education. Credit for basic training completed subsequent to December 1979, with the exception of Air Force basic training will be evaluated using the catalog of the Community College of the Air Force. General credits awarded for basic training may be used to fulfill the General Education requirements.

4. Defense Activity Nontraditional Education Support (DANTES), DANTES Subject Standardized Tests (DSST), and United States Armed Forces Institute (USAFI). DANTES succeeded USAFI when USAFI was deactivated in May 1974; DSST exams were available to military and civilian testers in 2006. The USAFI records of veterans or members of the active armed services or the selected reserves who are students will continue to be reviewed, as will the DSST records, provided the candidate achieved at least the minimum score. Students must meet residency requirements as outlined in Senate Policy 83-80.

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42-98 Educational Experiences in the Armed Services

1. Formal Military Service School Courses. A veteran or member of the active armed services or the selected reserves who is a student may be granted credit for educational experiences in the armed services under the following conditions:
   1. Credit may be awarded to a student upon certification by the Department of Defense of the formal military service school courses.
   2. Responsibility for the decision as to academic area of application and quantity of credit to be awarded rests with the faculty in the discipline.
3. Guidelines for this decision are drawn from the most recent edition of *A Guide to the Evaluation of Educational Experiences in the Armed Services*, published by the American Council on Education.

4. The college with academic authority for the student's undergraduate program of study determines how credits will apply to the student’s program.

2. Military Occupational Specialty. A veteran or member of the active armed services or the selected reserves who is a student may be granted credit for occupational specialties held in the armed services under the following conditions:
   1. Credit may be awarded to a student upon certification by the Department of Defense of a Military Occupational Specialty.
   2. Responsibility for the decision as to academic area of application and quantity of credit to be awarded rests with the faculty in the discipline.
   3. Guidelines for this decision are drawn from the most recent edition of *A Guide to the Evaluation of Educational Experiences in the Armed Services*, published by the American Council on Education.
   4. The college with academic authority for the student's undergraduate program of study determines how credits will apply to the student’s program.

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**Senate Committee on Admissions, Records, Scheduling, and Student Aid**

- Clark Brigger
- Wei-fan Chen
- Tracy Fausnight
- Deirdre Folkers
- Katherine Garren
- Edward Glantz
- Mark Horn
- James Jaap
- Robert Kubat
- Melissa Kunes
- Allen Larson
- Timothy Lawlor, Vice Chair
- Keith Nelson
- Maura Shea
- Jake Springer
- Mary Beth Williams, Chair
- Richard Young

**Senate Committee on Undergraduate Education**

- Vinita Acharya
- Jonna Belanger
- Richard Brazier
- Gretchen Casper
- Theodore Cios
- Delia Conti
Joyce Furfaro, Vice-Chair
Yvonne Gaudelius
Karen Henninger
Vicki Hewitt
Peggy Johnson
Peter Linehan
Katherine Masters
Jacob Moore
Kathleen Phillips
Karen Pollack

Vansh Prabhu
Michele Rice
Diego Santos
Elizabeth Seymour, Chair
David Smith
Michele Stine
Samia Suliman
Stephen Van Hook
Mikaela Westhoff
Chelsey Wood
Appendix F

CORRECTED COPY

(Shaded areas in [square brackets] reflect revisions made during the Senate meeting.)

SENATE COMMITTEE ON COMMITTEES AND RULES

Revision to Standing Rules; Article II – Senate Committee Structure,

Section 6(n) Committee on Undergraduate Education

(Legislative)

Implementation: Upon approval by the Senate

Introduction and Rationale

Recognizing that the Senate has a responsibility for oversight of all educational matters at the University, the Committees on Undergraduate Education and Committees and Rules agree that there is a need for a standing committee that makes recommendations and oversees policies that affect all students at Penn State, undergraduate or otherwise. With the growth of programs that combine undergraduate and graduate degrees as well as the universality of some policies for all students, this necessitates that the purview of the Senate Committee on Undergraduate Education be broadened to consider all educational matters at the University. This will require several changes to be made to the Standing Rules. First, a name change to reflect the broader role of the committee, the addition of several members both voting and non-voting, changes in the duties of the committee that reflect its new and broader role and lastly, an update of the standing subcommittee structure.

Recommendations

We recommend the following changes be made to the Standing Rules; Article II – Senate Committee Structure, Section 6(n).

• First, the name of the Committee should be changed to the Senate Committee on Education.
• Second, the committee should also add one graduate student senator and the Senate representative to the Graduate Council as voting members.
• Third, the committee add the Vice Provost for Graduate Education and the Dean of the Graduate School, the Dean of the College of Medicine, the Deans of Dickinson Law and Penn State Law, the Vice Provost for Online Education and the Vice President for Commonwealth Campuses as non-voting members to the committee. [Add] It is not intended that the committee assume the responsibilities for Graduate, Medical, Law, or other faculty units the Senate has delegated authority to for education in their fields. These members are to help the committee with policy that affects all students whether graduate or undergraduate, and to provide a more global view of the University for the committee. [End Add]
• Fourth, that the language regarding the various modes of instruction be modernized and updated to reflect the different types of instruction that all occur as part of the University’s educational mission.
• Fifth, the requirements for liaising with other Senate committees should be updated to reflect current practice.
• Sixth, the former Subcommittee on Academic Standards should have its functions separated into two new subcommittees, a Subcommittee on Undergraduate Petition Review and a Subcommittee on Academic Policy Review. The first of these will be devoted solely to review of undergraduate petitions and the latter will be the subcommittee for initiating recommendations regarding educational academic policies.
Revised Policy/Policies (when applicable)

Please note that the following contains bold text for additions and deleted text is in strikethrough.

(n) Committee on Undergraduate Education

1. Membership:

(i) At least twelve sixteen elected faculty senators, at least one of which must be graduate faculty
(ii) Two undergraduate student senators
(iii) One graduate student senator
(iv) Chair of the Academic Affairs Committee, University Park Undergraduate Association
(v) Vice President and Dean for Undergraduate Education or their designee*
(vi) Executive Director, Division of Undergraduate Studies or their designee*
(vii) Dean of the Schreyer Honors College or their designee*
(viii) Vice Provost for Graduate Education and Dean of the Graduate School or their designee*
(ix) Dean of the College of Medicine or their designee*
(x) Dean of Dickinson Law School or their designee*
(xi) Dean of Penn State Law or their designee*
(xii) Vice Provost for Online Education or their designee*
(xiii) Senate representative to the Graduate Council
(xiv) Vice President for the Commonwealth Campuses or their designee*

2. Selection: By the Committee on Committees and Rules

3. Duties: The Committee on Undergraduate Education shall make recommendations on policies relating to all undergraduate instruction offered for credit by all delivery systems including Resident Instruction, Hybrid Instruction, Online Instruction, Continuing and Distance Education, and Independent Learning. Furthermore, the Committee oversees activities related to advising. The Committee shall serve as an advisory body to the University Faculty Senate on matters that may affect the attainment of the University’s educational mission undergraduate instruction and research objectives by all methods of delivery including all University services aiding teaching and learning including but not limited to the Division of Undergraduate Studies, the Schreyer Honors College, the Academic Assistance Program, the Instructional Development Program, and other student advising programs. It shall be the Senate’s review body for the academic standards in all areas of undergraduate instruction education including all proficiency and placement tests offered by the University. It shall make recommendations to Senate Council on the establishment, reorganization, or discontinuation of organizational units and areas of the University’s educational mission in undergraduate education. The Committee shall maintain liaison with other Senate Committees (including, but not limited to, ARSSA, Curricular Affairs, the Libraries, Information Systems, and Technology Committee, and Student Life). Liaison will also be maintained with the Faculty
Advisory Committee for the Schreyer Honors College, the Undergraduate Advising Council and the University Academic Measures Committee Committee on Testing and Assessment. It shall be the University Faculty Senate advisory body to the Vice President and Dean for Undergraduate Education, the Vice Provost for Graduate Education and Dean of the Graduate School, the Deans of the Penn State College of Medicine, Dickinson Law, and Penn State Law.

4. Standing Subcommittees: The membership of the subcommittees shall include at least five members and shall be designated by the Undergraduate Education Committee with a majority of the members of the subcommittees also holding membership on the parent committee.

(i) Subcommittee on Undergraduate Petition Review Academic Standards
The subcommittee, chaired by the Vice Chair of the parent committee, and including appropriate resource personnel, shall have responsibility for the Academic Policies and Procedures for Undergraduate Students (except for Academic Admissions Policy) as related to petitions. and shall make recommendations to the parent committee for transmittal to the Senate for changes in the Policies. Unless otherwise specified in the Policies, the subcommittee together with the Executive Director of the Senate shall serve as the final review board for petitions for exceptions to the Policies. It shall make recommendations to the administration on the procedures necessary for policy implementation.

(ii) Subcommittee on Academic Policy Review

The subcommittee shall make recommendations to the parent committee for transmittal to the Senate for changes in educational policies.

5. Mandated reports: none. The Committee on Undergraduate Education shall send its Informational Reports to the Senate Council.

*nonvoting unless Article IV, Section 2 of the Bylaws applies

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(n) Committee on Education

1. Membership:

(i) At least sixteen elected faculty senators, at least one of which must be graduate faculty
(ii) Two undergraduate student senators
(iii) One graduate student senator
(iv) Chair of the Academic Affairs Committee, University Park Undergraduate Association
(v) Vice President and Dean for Undergraduate Education or their designee*
(vi) Executive Director, Division of Undergraduate Studies or their designee*
(vii) Dean of the Schreyer Honors College or their designee*
(viii) Vice Provost for Graduate Education and Dean of the Graduate School or their designee*
(ix) Dean of the College of Medicine or their designee*
(x) Dean of Dickinson Law School or their designee*
(xi) Dean of Penn State Law or their designee*
Appendix F
12/04/18

(xii) Vice Provost for Online Education or their designee*
(xiii) Senate representative to the Graduate Council
(xiv) Vice President for the Commonwealth Campuses or their designee*

2. Selection: By the Committee on Committees and Rules

3. Duties: The Committee on Education shall make recommendations on policies relating to all instruction offered for credit by all delivery systems including Resident Instruction, Hybrid Instruction, Online Instruction, Continuing Education, and Independent Learning. Furthermore, the Committee oversees activities related to advising. The Committee shall serve as an advisory body to the University Faculty Senate on matters that may affect the attainment of the University’s educational mission. It shall be the Senate’s review body for the academic standards in all areas of education including all proficiency and placement tests offered by the University. It shall make recommendations to Senate Council on the establishment, reorganization, or discontinuation of organizational units and areas of the University’s educational mission. The Committee shall maintain liaison with other Senate Committees (including, but not limited to, ARSSA, Curricular Affairs, the Libraries, Information Systems, and Technology Committee, and Student Life). Liaison will also be maintained with the Faculty Advisory Committee for the Schreyer Honors College, the Undergraduate Advising Council and the University Academic Measures Committee. It shall be the University Faculty Senate advisory body to the Vice President and Dean for Undergraduate Education, the Vice Provost for Graduate Education and Dean of the Graduate School, the Deans of the Penn State College of Medicine, Dickinson Law, and Penn State Law.

4. Standing Subcommittees: The membership of the subcommittees shall include at least five members and shall be designated by the Education Committee with a majority of the members of the subcommittees also holding membership on the parent committee.

(i) Subcommittee on Undergraduate Petition Review
The subcommittee, chaired by the Vice Chair of the parent committee, and including appropriate resource personnel, shall have responsibility for the Academic Policies and Procedures for Undergraduate Students (except for Academic Admissions Policy) as related to petitions. Unless otherwise specified in the Policies, the subcommittee together with the Executive Director of the Senate shall serve as the final review board for petitions for exceptions to the Policies. It shall make recommendations to the administration on the procedures necessary for policy implementation.

(ii) Subcommittee on Academic Policy Review
The subcommittee shall make recommendations to the parent committee for transmittal to the Senate for changes in educational policies.

5. Mandated reports: none. The Committee on Undergraduate Education shall send its Informational Reports to the Senate Council.

*nonvoting unless Article IV, Section 2 of the Bylaws applies

SENATE COMMITTEE ON COMMITTEES AND RULES
  • Johnathan Abel
• Michael Bérubé
• Renee Borromeo
• Victor Brunsden (Vice Chair)
• Ann Clements
• Beth King
• Binh Le
• Richard Robinett
• Keith Shapiro (Chair)
• Ann Taylor
• Rodney Troester
• Matthew Woessner
SENATE SPECIAL CENTENNIAL COMMITTEE

Centennial Committee Progress Report

(Informational)

Introduction and Background

June 13th 2021 will be the 100th anniversary of the Penn State Faculty Senate. Last year, Chair Matthew Woessner formed a special committee to both prepare commemorative events and begin the process of the creation of a robust history of the Senate past. This year, Chair Michael Berube has continued the committee. It is chaired by Roger Egolf, vice-chaired by Mary Miles and includes several past chairs of the Senate, along with other Senators, students, a representative of the Library Archives, and a former Executive Director of the Senate.

Committee Charge

The Centennial Committee will have three primary functions:

1. Draft an informational report to be included on the revised Senate website providing a brief outline of the Senate’s history from 1921 to the present. For this report the committee would:
   - Identify major events in Senate history
   - Find in the Senate archives the text of the original constitution/bylaws and later versions
   - Extend the list of former Senate Officers prior to 1966.
   This informational report would form the basis of a revised “Senate History” section on the Senate website. Also, it would be easy to set up a Penn State University Faculty Senate page on Wikipedia. This could serve as a useful repository for whatever we find in the next year.

2. Identify key documents, photographs or other artifacts to display online, or put on display in the Senate Office. The Chair Roger Egolf mentioned that, if the committee can find sufficiently interesting original documents or artifacts, we might be able to set up a special collections for display. Additionally, the committee could try to find original Senate (or assembly before 1920) documents that we might display in the Senate Offices. Finally, if possible, the committee could find photos of the Senate in session, as well as portraits of some of the early Senate officers from the 1920s.

3. Working with the Senate’s Committee on Committees and Rules, consider the merits of an addition to the standing rules, establishing a Senate historian. Perhaps serving a 3-year term, the Senate historian would have two roles. First, on an ongoing basis, the historian would explore the Senate archives identifying key figures, actions and events that highlight the Senate’s work since its inception. Each year, the historian could take on specific issues, like how the Senate reacted to the bombing of Pearl Harbor, any resolutions it passed responding to the Civil
Rights movement, the story of how the faculty Senate Constitution was revised in the early 70s, the story of how the Senate reacted to the Sandusky scandal, etc. Additionally, the historian could identify early pioneers, like the first women and minorities to serve in major leadership posts in the Senate. Second, file an annual report with Senate Council providing information about the events of the past year. This would include brief biographies of the Senate leaders, photographs from the Senate meeting, and summaries of the events leading to any landmark legislation, like the creation of the FT faculty promotion rules.

**Accomplishments so far and plans for the future**

1. Legislation for a Senate Historian – Legislation was written by the committee to create the position of Senate Historian along with Associate Historians as needed to further the work of documenting the history of the Senate after the work of this committee is finished. The legislation was passed at the Oct. 23rd, 2018 meeting of the Senate.

2. The committee is about to begin recording oral history interviews with former chairs, along with others, such as Dean Susan Welch who has worked extensively with the Senate over many years. Hopefully, we will gather a range of perspectives, so the different stories capture diversity – both explicitly by seeking pathbreaking members from underrepresented groups – and in finding those involved in varied types of senate-related work and holding divergent impressions of that work from different vantage points. We will be using the English Department’s Digital Studio for these interviews.

3. Highlights from these interviews, along with timelines, photos, updates, and articles we’ll write on key legislation or moments will be featured on a new history section for the Senate website. There, we will also link to the library archive for history researchers of the future.

4. Chair Egolf has been examining the archives of the Senate, along with documents deposited in Special Collections at the Library by past chairs of the Senate.

5. Full interviews, photos, new discoveries, and other documentation will be maintained in our Faculty Senate History Library Archive. We will link to the extensive Penn State History collections that also carry relevant sources. Librarians are helping us organize.

6. Finally, we will establish museum-style displays with lots of photos and descriptions, and as many tangible items or objects as we can find to bring the past to life for visitors. Ideas so far include: a gavel, authentic binders or books of rules, traditions, and guidelines. It is planned that cabinets will be purchased to display these items in the Kern Building.
CENTENNIAL COMMITTEE 2017-2018
Harold Aurand
Roger Egolf, Chair
George Franz
Ben Goldman
Katie Jordan
Peter Jurs
Binh Le
Mary Miles, Vice-chair
Mike Milligan
John Moore
Peter Moran
John Nichols
Rob Pangborn
Ann-Queen Sedhom
Alex Shockley
Susan Youtz

CENTENNIAL COMMITTEE 2018-2019
Harold Aurand
Roger Egolf, Chair
George Franz
Ben Goldman
Cody Heaton
Peter Jurs
Binh Le
Mary Miles, Vice-chair
Mike Milligan
John Moore
Peter Moran
John Nichols
Rob Pangborn
Brianne Pragg
Susan Youtz
This report is a summary of Penn State benefit changes, changes under consideration, and issues discussed, for which the Joint Committee on Insurance and Benefits provided consultation with Penn State administration between September, 2017 and May, 2018.

Changes to Penn State Benefits

Health Plan Benefit changes in 2018

Beginning January 1, 2018, the health plan third-party administrator changed from Highmark Blue Shield to Aetna and the pharmacy benefit manager/third party administrator from Highmark (Express Scripts) to CVS Caremark. The PPO and PPO Savings plans remained the two health plan choices in 2018.

The PPO plan structured the annual deductible around an employee’s base salary. Specifically, those with a salary of $45,000 or less have a $250/$500 (single/all other tiers) deductible; those making $45,000-$60,000, $375/$750; those making $60,000-$90,000, $500/$1,000; and those making greater than $90,000, $625/$1,250. Premiums continued to be salary-based for the PPO plan and remained the same percent of salary as 2017: Individual, 1.51%; Two-Person, 3.68%; Parent/Child(ren), 3.41%; and Family, 4.69%. The annual prescription out-of-pocket (OOP) maximum in the PPO is $2,000 per person/$8,000 per family.

In the PPO Savings plan, the Health Savings Account seed contribution from the University changed to a four-band approach based on an individual’s annual base salary as follows:

<table>
<thead>
<tr>
<th>Band</th>
<th>Seed Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than or equal to $45,000,</td>
<td>$800/$1,600</td>
</tr>
<tr>
<td>$45,000.01 – $60,000,</td>
<td>$600/$1,200</td>
</tr>
<tr>
<td>$60,000.01 – $90,000,</td>
<td>$400/$800</td>
</tr>
<tr>
<td>Over $90,000,</td>
<td>$200/$400</td>
</tr>
</tbody>
</table>

Premiums in the PPO Savings plan are also salary-based and increased for each subscriber tier: Employee only from 0.52% to 0.78%; Employee plus spouse from 1.25% to 1.89%; Employee plus child(ren) from 1.16% to 1.75%; Family from 1.60% to 2.41%. Co-insurance rates remained the same for medical and prescription drugs.

Technical Service PPO and PPO Savings plan percentages of salary contributions for 2018 are defined per the terms of the collective bargaining agreement.
The one other change that was implemented for health care benefits was related to those employees who are dually-employed at Penn State. The following changes took effect on January 1, 2018:

**Faculty/Staff:** If employee and spouse are both employed at Penn State and are currently covered under one employee’s medical plan, the coverage election for 2018 must be made by the higher-paid spouse.

**Technical Service Employees:** Defined under the terms of the collective bargaining agreement. In addition, the tobacco surcharge was eliminated for 2018.

Two other vendor additions/changes for 2018 included:

**Unum** for Short-term Disability, Long-Term Disability, Life insurance and Accidental Death & Dismemberment.

**HealthEquity** for managing flexible spending accounts, health savings accounts and dependent care accounts.

**Retiree health**

Retirees who are not Medicare-eligible subscribe to the same PPO or PPO Savings plan as active employees until they turn age 65. In the PPO, retiree-only rates increased from $176.16 to $177.96, retiree plus spouse increased from $352.31 to $355.92, retiree plus children increased from $264.23 to $266.94, and retiree family increased from $440.39 to $444.90. In the PPO Savings plan, retiree-only rates increased from $127.18 to $128.45, retiree plus spouse increased from $254.37 to $256.90, retiree plus children increased from $190.77 to $192.68, and retiree family increased from $317.96 to $321.14. The 2018 non-Medicare retiree premiums are roughly equal to an active employee salary of $90,000.

Retirees who are Medicare participants can select the Part B Freedom Blue PPO plan as a Medicare Advantage plan that is fully insured by Highmark. For 2018, premiums for this plan increased from $79 to $80. Penn State pays approximately 80% of the total premium for this plan.

For 2018 health plan enrollment data indicated:

- 12,194 or 70% of employees enrolled in the PPO plan
- 5,203 or 30% of employees enrolled in the PPO Savings plan
- 1,193 moved from PPO in 2017 to PPO Savings plan in 2018
- 327 moved from PPO Savings in 2017 to PPO plan in 2018
- 87 Technical Service members chose the PPO Savings option
The 2017 total claims for the plans remained relatively flat compared to the 14% increase in 2016. Employee premium contributions as a percent of total claims, which offset the total claims cost to the University, increased slightly from 2016. As in previous reports, the University total cost does not include out-of-pocket payments made by employees directly to providers and these are detailed in the Table 2 below.

The 2017 total claims for the plans remained relatively flat compared to the 14% increase in 2016. Employee premium contributions as a percent of total claims, which offset the total claims cost to the University, increased slightly from 2016. As in previous reports, the University total cost does not include out-of-pocket payments made by employees directly to providers and these are detailed in the Table 2 below.

### Table 1: Actual Costs with Premium Cost Share

<table>
<thead>
<tr>
<th>CALENDAR YEAR INFORMATION</th>
<th>Total Claims Paid (% change)</th>
<th>Employee Premium Contributions (% of Total Claims)</th>
<th>Net PSU Cost (% change)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>217,677,285 5% from 2012</td>
<td>41,167,636 18.91%</td>
<td>176,509,649 4.5% from 2012</td>
</tr>
<tr>
<td>2014</td>
<td>220,479,189 1%</td>
<td>42,747,904 19.39%</td>
<td>177,731,285 0.7%</td>
</tr>
<tr>
<td>2015</td>
<td>236,236,199 7%</td>
<td>45,286,942 19.17%</td>
<td>190,949,257 7.44%</td>
</tr>
<tr>
<td>2016</td>
<td>270,407,414 14%</td>
<td>47,273,759 17%</td>
<td>223,133,655 17%</td>
</tr>
<tr>
<td>2017</td>
<td>271,123,472 0.26%</td>
<td>48,292,496 17.8%</td>
<td>222,830,976 -0.14%</td>
</tr>
</tbody>
</table>

Employee out-of-pocket costs increased by 30.2% for medical claims and 5.3% for prescription drug claims. Overall employee out-of-pocket costs increased by 24.0% in 2017 over the 6.48% increase in 2016. When these out-of-pockets costs are combined with premiums and University contributions the goal is to adhere to the cost sharing guiding principle approved in 2016, which is a 75% University/25% employee cost share. This is further examined below in Table 3.
Table 3: Cost-sharing of total health care contributions between the University and employees

<table>
<thead>
<tr>
<th>CALENDAR YEAR INFORMATION</th>
<th>Total Health Care Cost (% change)</th>
<th>Employee Premium and Out-Of-Pocket Contributions (% change)</th>
<th>Net University Cost (% change)</th>
<th>University % Share of Total Health Care Cost (% change)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>240,027,893</td>
<td>63,518,244</td>
<td>176,509,649</td>
<td>73.5%</td>
</tr>
<tr>
<td>2014</td>
<td>243,936,191</td>
<td>66,204,906</td>
<td>177,731,285</td>
<td>72.9%</td>
</tr>
<tr>
<td></td>
<td>1.6%</td>
<td>4.2%</td>
<td>0.7%</td>
<td>-0.9%</td>
</tr>
<tr>
<td>2015</td>
<td>260,959,178</td>
<td>70,009,921</td>
<td>190,949,257</td>
<td>73.2%</td>
</tr>
<tr>
<td></td>
<td>7.0%</td>
<td>5.7%</td>
<td>7.4%</td>
<td>0.43%</td>
</tr>
<tr>
<td>2016</td>
<td>296,733,359</td>
<td>73,133,056</td>
<td>233,133,655</td>
<td>75.35%</td>
</tr>
<tr>
<td></td>
<td>14%</td>
<td>4.46%</td>
<td>17%</td>
<td>2.98%</td>
</tr>
<tr>
<td>2017</td>
<td>303,757,555</td>
<td>80,926,579</td>
<td>222,830,976</td>
<td>73.4%</td>
</tr>
<tr>
<td></td>
<td>2.4%</td>
<td>10.7%</td>
<td>-0.14%</td>
<td>-2.6%</td>
</tr>
</tbody>
</table>

The increase in the year-over-year total health care claims paid by the University changed from 14% in 2016 to 2.4% in 2017. The full employee contribution of premiums and out-of-pocket costs increased 10.7% in 2017 over 2016. The 2017 overall University cost for the total allowable charges decreased .14% over the cost in 2016. The actual percentage cost sharing between the University and employees for 2017 was 73.4% and 26.6%.

**Health Plan Benefit Changes for 2019**

The total allowed medical costs for calendar year 2019 are projected at $209,527,000. The medical plan costs and cost-sharing projections used to develop the 2019 plan design and contribution levels are in Table 4 below.
Table 4: 2019 Estimated Medical Health Plan Cost Projections

<table>
<thead>
<tr>
<th>CALENDAR YEAR INFORMATION</th>
<th>2019 Projected Costs*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total of Allowed Charges</td>
<td>$282,409,900</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PPO Plan Cost Share</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Participant OOP</td>
<td>10.1%</td>
</tr>
<tr>
<td>Premium Contributions</td>
<td>15.2%</td>
</tr>
<tr>
<td><strong>Total Employee Share</strong></td>
<td><strong>25.3%</strong></td>
</tr>
<tr>
<td>HSA seed</td>
<td>0.0%</td>
</tr>
<tr>
<td>Penn State Cost Share</td>
<td>74.7%</td>
</tr>
<tr>
<td><strong>Total Penn State Share</strong></td>
<td><strong>74.7%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PPO Savings Plan Cost Share</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Participant OOP</td>
<td>14.2%</td>
</tr>
<tr>
<td>Premium Contributions</td>
<td>9.9%</td>
</tr>
<tr>
<td><strong>Total Employee Share</strong></td>
<td><strong>24.1%</strong></td>
</tr>
<tr>
<td>HSA seed</td>
<td>4.6%</td>
</tr>
<tr>
<td>Penn State Cost Share</td>
<td>71.3%</td>
</tr>
<tr>
<td><strong>Total Penn State Share</strong></td>
<td><strong>75.9%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contribution by</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>University</td>
<td>$211,923,000</td>
</tr>
<tr>
<td>Employee</td>
<td>$70,486,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projected Cost Sharing %</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>University</td>
<td>75.0%</td>
</tr>
<tr>
<td>Employee</td>
<td>25.0%</td>
</tr>
</tbody>
</table>

*2019 Benefits Open Enrollment is November 1, 2017-November 16, 2018 with all changes made effective January 1, 2019.

**Benefit Changes under Consideration at this Time and/or Topics Discussed with No Change at this Time, or for Informational Purposes**

There will not be changes to the health plan premium contribution percentages for 2019. Rather, Human Resources will be monitoring and measuring plan performance for the next year to assess the impact that the changes in third-party administrators may have to the cost of medical services and prescription drugs for both employees and the University.

Specific changes for health care plans effective **January 1, 2019** include:

**Higher co-insurance amounts when not using Quest/LabCorp**
Beginning in January 2019, if employees use Quest/Lab Corp for non-urgent labs, the coinsurance remains at 10%, after deductible. Employees and their family members will pay more in coinsurance (after deductible is met) if they do not use Quest Diagnostics/Lab Corp for
non-urgent labs. If another Aetna in-network lab other than Quest/Lab Corp is used the co-insurance goes up to 30% and if an out-of-network lab is used, the co-insurance will go up to 50%. There are more than 115 Quest labs and more than 65 LabCorp labs within Pennsylvania.

**Additional option for dependent child life insurance**
In 2019, there will be two dependent child life insurance options offered through Unum; a $5,000 policy at a premium of $1.20 per month; or, $10,000 policy at a premium of $2.40 per month.

**Survey**
The Senate Committee on Faculty Benefits requested HR develop a satisfaction survey about the changes to Aetna and CVS Caremark in health plan and prescription drug administrators. The survey is anticipated to be sent to benefits-enrolled faculty and staff in October 2018. The survey will also include a list of voluntary benefits asking the likelihood of employees signing up for them if the University offers them.

**Requests for Proposal (RFPs) For Dental/Vision**
The contracts with UCCI for the dental benefit and Davis Vision (Highmark) for the vision benefit expire on December 31, 2018. During April, 2018, RFPs will be sent to national vendors for both dental and vision with the goals of reducing Administrative Services Only (ASO) fees for the University and enhancing benefits to employees. The changes to vendors, if any, would take effect January 1, 2019, and will be announced prior to benefits open enrollment.

**SENATE COMMITTEE ON FACULTY BENEFITS**
- Mary Beahm
- Ingrid Blood
- Denise Costanzo
- Joseph Enama
- Cassandra Kitko
- Jeffrey Laman
- Hector Lopez
- Raymond Najjar
- Kathleen Noce, Vice-Chair
- Linda Rhen
- Ira Saltz, Chair
- Geoff Scott
- Greg Stoner

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• Kim Smith
• Erica Smithwick
• Greg Stoner
Introduction

The speed at which technology changes, and the responsibility of our organization to harness and direct it for optimal support of the University’s teaching, research, and service mission, provide exciting opportunities for the future. To prepare for those opportunities, we devoted a great deal of time examining our organization with a critical focus on discovering our strengths, understanding existing challenges, and gaining insight into strategic opportunities in providing world-class support. The information-gathering was a combination of self-study, work done by consultants, and input from focus groups to provide an objective look into areas of profound opportunity. The compilation of data provides a compelling substantiation for the reimagining IT plan.

As the plan for Reimagining IT evolves, based on guidance and feedback from the University community, transparency and clarity on the adapting strategy is a top priority. Continued engagement with key stakeholders for feedback is invaluable and a critical component to ensuring the success of this transformation. Updated documentation will be widely available through rit.psu.edu, along with continued conversations and engagements through the duration of this process.

This report will be presented to the Senate by Michael Kubit, Vice President of Information Technology and Chief Information Officer.

Guiding Principles

Where things work well, we will respect that and build upon it
Where things can be improved, we will work to find the very best solution

Six Reasons Why

1) The Pennsylvania State University deserves a world-class IT organization commensurate with its status as a leading R1 institution.

2) Financial strain is exacerbated by demographic changes and decreasing support for public higher education. IT must reinvent its funding model and business processes to maximize the overall spend to adapt to financial and demographic realities.

3) We are now in the midst of experiencing a Fourth Industrial Revolution due to the velocity, scope, and systems impact of the exponential change in technology. The speed of change is disrupting almost every industry and transforms entire systems of
production, management, and governance.

4) The IT workforce must grow and transform to keep pace with changes in society, education, and technology. Penn State IT has tremendous unrealized potential, where we can accomplish far more working together than working in fragmented units.

5) IT has a very large potential attack surface with multiple instances of systems. Many are not properly documented, monitored, or maintained. We are inconsistent and, at times, slow in response to cyber threats, legal, and administrative requests.

6) Penn State has more than eighty IT support units, which has led to duplicative services, resource inefficiencies, siloed behaviors, and decreased time to innovation. We are currently robbing our capacity for innovation by overinvesting in unnecessarily duplicated technologies.

Current State of IT

Penn State has grown both organically and geographically to become one of the largest educational institutions in the United States, resulting in a highly complex and distributed technology environment, with 60% of IT spend occurring outside of Enterprise IT in support of localized constituent requirements. Over time, Penn State has evolved to having more than eighty IT support units providing over 630 IT Services. This creates a complex environment of overlapping, inefficient, and duplicated solutions.

Lack of coordinated governance and variable maturity levels in financial, technical, and service management disciplines offer limited transparency for technology leaders to manage cost and value optimization initiatives.

Following a six-month engagement with Gartner consulting, Gartner positioned IT at their lowest level of maturity. This model typically consists of a lack of coordination, and end-to-end accountability for service results are typically absent. Service predictability and quality tend to be poor or nonexistent.

Goals and Objectives

Reimagining IT will enable us to amplify the things we are good at, mitigate our weaknesses, and maximize our focus on supporting the teaching, research, and service missions of the University.

Goals
1) Aligning IT resources to support the Penn State Strategic Plan
2) Optimizing the University’s investments in IT
3) Creating capacity to support innovation and the unique needs of units

**Objectives**

1) University-wide IT governance and alignment of resources in support of the University’s mission and strategic plan

2) Strengthening local IT presence with an increased focus on the unique needs of the colleges, campuses, research centers, and administrative units, and connecting those needs with access to services and solutions

3) Running commodity technology and services at scale, with the very best talent from across the University

4) A comprehensive professional development strategy to attract, retain, and promote IT professionals

5) Appropriate insight of budgets and resources across Penn State IT to enable the vice president for Information Technology to better align and manage resources on behalf of the University

**Elements of the Plan**

**Engagement**

Ongoing engagements and feedback sessions occur throughout the lifespan of the Reimagining IT process. Beginning in August 2018, invaluable conversations with University leadership began to occur to ensure transparency and sponsorship and will continue through all phases of the process.

Multiple advisory groups will be formed in spring 2019 to represent interests in Research, Teaching and Learning, Administration, and Information Technology. Membership for each area will be determined through University leadership. Students will also be engaged for ongoing input, leveraging existing student leadership groups. These groups will be charged with:

- providing feedback on the strategy, tactics, and overall approach of the initiative;
- providing insight into the overall support of the plan;
- advising on new ideas and approaches developed by the Reimagining IT team as the initiative moves forward; and
- serving as a trusted source of knowledge for peers regarding the plan to Reimagine IT at Penn State.

**Socialization**

As University leadership engages in continual feedback of the plan, distribution of the overall objectives and goals to all layers of the University is occurring. Through the rit.psu.edu website, supporting documentation, presentations, and webinars, the plan to Reimagine IT, along with the adapting strategy, is being broadly communicated.
Planning
The planning phase will encompass key preparation activities, including the formation of working groups to develop strategies and methodologies for unit engagement to assess people, process, technology, and IT spend. Other activities include rounding out the senior leadership team, IT budget planning, further development of the human resources strategy, development of new IT job profiles in conjunction with Penn State HR, and development of a governance framework.

Discovery
Units who volunteered to be discovery partners will work with RIT discovery teams to implement the methodologies and strategies created during the planning phase. As assessments occur, feedback and lessons learned will be a key component to inform the engagement phase of the process.

Best practices gleaned from the discovery partners will be enacted across units. Recommendations for optimization will be produced at the end of each unit discovery process and given to unit leadership for review and approval. This will include recommendations for people, services, technology, processes, and IT spend.

Optimization
During the optimization phase, changes to services, personnel, and budgets will take place in accordance with the agreed upon recommendation from the discovery process.

SENATE COMMITTEE ON LIBRARIES, INFORMATION SYSTEMS, AND TECHNOLOGY
   Fred Aebl, Vice chair
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   Barbara Dewey
   Roger Egolf, Chair
   David Han
   Michael Kubit
   John Messner
   Jacqueline Reid-Walsh
   Francesca Ruggiero
   Shuan Shen
   Harold Smith
   Jennifer Sparrow
   Cristina Truica
The Senate permits students to petition for exceptions to the Senate academic rules found in the Policies and Rules for Undergraduate Students. Exceptions to these policies are the responsibility of the Senate Committee on Undergraduate Education. The committee reports annually to the Senate on student petition actions. This report provides a summary of petitions by colleges and campuses.

The petition provides an opportunity for the student to receive consideration on extenuating circumstances affecting his/her progress. A petition typically contains a letter and transcript from the student, and supporting documents from advisers, instructors, physicians, or other appropriate professionals. The final decision by the Subcommittee on Academic Standards represents an effort to weigh the personal circumstances of the individual while maintaining the academic standards of the University.

There are many factors that can cause the number of student petition submissions to vary from year to year, and this is normal. Every student petition is unique and students submit petitions based on extenuating circumstances beyond their control that affected their academic performance. Fluctuations in numbers of petitions submitted is a reflection of the types of issues student are dealing with at a certain point in their academic career, and in their personal lives.

The total number of petitions for retroactive registration cancellation increased dramatically for 2017-2018. Reasons for this vary, including issues with the LionPATH shopping cart and a LionPATH process that should have automatically canceled courses for students who had no record of attendance.

The total number of petitions in the other category have also increased considerably for 2017-2018. A significant number of these petitions are for changing withdrawals or late drops to retroactive cancellations for students who never participated in courses.

Additional University College data has been added to the report for 2017-2018. This represents student petitions involving the BS in Business degree (BSBIC), which is an intercollege program; and the AS in Business Administration (2BAUC); both of which are delivered by University College campuses via the World Campus. These petitions are submitted by the University College, which has academic authority over the programs, via the Office of the Vice President for Commonwealth Campuses. The petition data for these programs has not been reported in the past due to small numbers, but in the past five years, numbers have risen from 4 (2013-2014) to 14 for 2017-2018.
SENATE COMMITTEE ON UNDERGRADUATE EDUCATION

- Vinita Acharya
- Jonna Belanger
- Richard Brazier
- Gretchen Casper
- Theodore Cios
- Delia Conti
- Joyce Furfaro, Vice Chair
- Yvonne Gaudelius
- Karen Henninger
- Vicki Hewitt
- Peggy Johnson
- Peter Linehan
- Katherine Masters
- Jacob Moore
- Kathleen Phillips
- Karen Pollack
- Michele Rice
- Elizabeth Seymour, Chair
- Diego Santos
- David Smith
- Michele Stine
- Samia Suliman
- Stephen Van Hook
- Mikaela Westhoff
- Chelsey Wood
### TABLE #1: COMPARATIVE SUMMARY OF PETITIONS
#### 2016-2017; 2017-2018

<table>
<thead>
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</table>

**NOTE:** Data represents the total number of petitions submitted for each academic unit. These numbers include specialized petitions where applicable (i.e., World Campus, eLion/LionPATH, Trauma, and Appeal petitions).
### TABLE #2: 2017-2018 PETITIONS BY UNIT AND CASE TYPE

<table>
<thead>
<tr>
<th>College or Campus</th>
<th>Academic Renewal</th>
<th>Corrected Grade</th>
<th>Course Cancel</th>
<th>Late Add</th>
<th>Late Drop</th>
<th>Late Registration</th>
<th>Registration Cancel</th>
<th>Withdrawal</th>
<th>Other</th>
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<td><strong>443</strong></td>
<td><strong>44</strong></td>
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</tbody>
</table>

**NOTE:** Data represents the total number of petitions per case type for each academic unit. These numbers include specialized petitions where applicable (i.e., World Campus, eLion/LionPATH, Trauma, and Appeal petitions).
## TABLE #3: INCREASE/DECREASE IN SUBMITTED PETITIONS BY CASE TYPE
### 2016-2017 TO 2017-2018

<table>
<thead>
<tr>
<th>Case Type</th>
<th>2016-2017</th>
<th>2017-2018</th>
<th>% of Increase/Decrease</th>
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</thead>
<tbody>
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<td>3</td>
<td>-25%</td>
</tr>
<tr>
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<td>36</td>
<td>64%</td>
</tr>
<tr>
<td>Course Cancel</td>
<td>11</td>
<td>18</td>
<td>64%</td>
</tr>
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<td>Late Add</td>
<td>73</td>
<td>64</td>
<td>-12%</td>
</tr>
<tr>
<td>Late Drop</td>
<td>586</td>
<td>458</td>
<td>-22%</td>
</tr>
<tr>
<td>Late Registration</td>
<td>47</td>
<td>22</td>
<td>-53%</td>
</tr>
<tr>
<td>Other*</td>
<td>24</td>
<td>44</td>
<td>83%</td>
</tr>
<tr>
<td>Registration Cancel</td>
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<td>31</td>
<td>520%</td>
</tr>
<tr>
<td>Withdrawal</td>
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<td>443</td>
<td>2%</td>
</tr>
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<td><strong>1119</strong></td>
<td><strong>-7%</strong></td>
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<td>32%</td>
</tr>
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<td>-4%</td>
</tr>
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<td>66</td>
<td>55</td>
<td>-17%</td>
</tr>
<tr>
<td>Appeals</td>
<td>65</td>
<td>43</td>
<td>-34%</td>
</tr>
</tbody>
</table>

* Examples of petitions in the “other” category: changing registration of a course to reflect the number of credits completed for internships; changing late drop of a course to an administrative course cancellation.

### NOTE:
- A World Campus petition is one that involves requests for courses taken through World Campus.
- An eLion/LionPATH petition is one where a student indicates the unsuccessful use of eLion/LionPATH as the basis of the petition.
- A Trauma petition is one where the student’s circumstances require unusual confidentiality (e.g., the victim of a sexual assault or violent crime).
- An Appeal petition is one where a student provides additional documentation to support a previously denied request.
TABLE #4: THREE-YEAR SUMMARY OF PETITIONS BY CASE TYPE  
2015-2016; 2016-2017; 2017-2018

<table>
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<th>Case Type</th>
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<th>Denied</th>
<th>Cncl/Pndg</th>
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<td>0</td>
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<td>1</td>
</tr>
<tr>
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<tr>
<td>Other*</td>
<td>35</td>
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Academic Year: 2016-2017

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<td>0</td>
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<td>1</td>
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<td>20</td>
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Academic Year: 2017-2018

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<th>Denied</th>
<th>Cncl/Pndg</th>
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<td><strong>276</strong></td>
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</tr>
</tbody>
</table>

* Examples of petitions in the “other” category: changing registration of a course to reflect the number of credits completed for internships; changing late drop of a course to an administrative course cancellation.
## TABLE #5: THREE-YEAR SUMMARY OF SPECIALIZED PETITIONS
### 2015-2016; 2016-2017; 2017-2018

### Academic Year: 2015-2016

<table>
<thead>
<tr>
<th>Case Type</th>
<th>Submitted</th>
<th>Granted</th>
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<th>Cncl/Pndg</th>
</tr>
</thead>
<tbody>
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<td>World Campus</td>
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<td>84</td>
<td>28</td>
<td>4</td>
</tr>
<tr>
<td>eLion/LionPATH</td>
<td>42</td>
<td>28</td>
<td>14</td>
<td>0</td>
</tr>
<tr>
<td>Trauma</td>
<td>49</td>
<td>49</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Appeals</td>
<td>37</td>
<td>27</td>
<td>10</td>
<td>0</td>
</tr>
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</table>

### Academic Year: 2016-2017

<table>
<thead>
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<th>Case Type</th>
<th>Submitted</th>
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<th>Denied</th>
<th>Cncl/Pndg</th>
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<td>74</td>
<td>44</td>
<td>29</td>
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</tr>
<tr>
<td>eLion/LionPATH</td>
<td>25</td>
<td>13</td>
<td>12</td>
<td>0</td>
</tr>
<tr>
<td>Trauma</td>
<td>66</td>
<td>66</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Appeals</td>
<td>65</td>
<td>34</td>
<td>24</td>
<td>7</td>
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</table>

### Academic Year: 2017-2018

<table>
<thead>
<tr>
<th>Case Type</th>
<th>Submitted</th>
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<th>Cncl/Pndg</th>
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<tbody>
<tr>
<td>World Campus</td>
<td>98</td>
<td>69</td>
<td>25</td>
<td>4</td>
</tr>
<tr>
<td>eLion/LionPATH</td>
<td>24</td>
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<td>7</td>
<td>1</td>
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<tr>
<td>Trauma</td>
<td>55</td>
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<tr>
<td>Appeals</td>
<td>43</td>
<td>30</td>
<td>12</td>
<td>1</td>
</tr>
</tbody>
</table>

**NOTE:**
- A World Campus petition is one that involves requests for courses taken through World Campus.
- An eLion/LionPATH petition is one where a student indicates the unsuccessful use of eLion/LionPATH as the basis of the petition.
- A Trauma petition is one where a student’s circumstances require unusual confidentiality (e.g., the victim of a sexual assault or violent crime).
- An Appeal petition is one where the student provides additional documentation to support a previously denied request.

**NOTE:** Numbers of specialized petitions displayed here are also included in the Comparative Summary of Petitions by College/Campus above. Data for specialized petitions is tracked due to specific interest in the numbers of World Campus, eLion/LionPATH, Trauma, and Appeal petitions submitted.
### TABLE #6: FIVE-YEAR SUMMARY OF MENTAL HEALTH RELATED PETITIONS

#### 2013-2018

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Number of Petitions Submitted</th>
<th>% of Mental Health Related Petitions based on TOTAL Number of Petitions Submitted</th>
<th>% of Mental Health Related Petitions based on Number of WITHDRAWAL AND LATE DROP Petitions Submitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-2014</td>
<td>1365</td>
<td>33</td>
<td>40</td>
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<tr>
<td>2014-2015</td>
<td>1294</td>
<td>41</td>
<td>40</td>
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<td>2015-2016</td>
<td>1559</td>
<td>33</td>
<td>37</td>
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<tr>
<td>2016-2017</td>
<td>1207</td>
<td>42</td>
<td>49</td>
</tr>
<tr>
<td>2017-2018</td>
<td>1119</td>
<td>46</td>
<td>56</td>
</tr>
</tbody>
</table>

**NOTE:** Mental Health Related petitions are any that involve mental health issues (e.g., anxiety, depression, Attention Deficit Hyperactivity Disorder (ADHD), and Post-Traumatic Stress Disorder (PTSD)). Generally, mental health related petitions are for retroactive withdrawals and retroactive late drops. Therefore, it is important to reflect these data in the report, along with the percentages of the total number of petitions submitted.
MINUTES OF SENATE COUNCIL
Tuesday, November 13, 2018 – 1:30 p.m.
102 Kern Graduate Building


**Absent:** R. Jolly, W. Wenner

Chair Bérubé called the meeting to order at 1:30 p.m. on Tuesday, November 13, 2018, in 102 Kern Graduate Building.

The minutes of the October 9, 2018, meeting were approved.

**ANNOUNCEMENTS AND REMARKS**

Chair Bérubé reported that the Faculty Advisory Committee meeting was rescheduled for December 3.

Provost Jones discussed the Board of Trustee’s interactions with the faculty. The Academic affairs committee hosted an open meeting about the implementation of Penn State 2025. Led by Renata Engle. At the afternoon meeting, President Barron provided an excellent report on the strengths of the 19 campuses and their importance to Penn State. He also discussed a $3.4 billion capital improvement program. We will need to use the space we have more wisely.

**Vice Presidents’ and Vice Provosts’ Comments**

Kathy Bieschke, Vice Provost for Faculty Affairs, gave an update on key administrative searches. The search for a new Dean of the College of Liberal Arts, is down to four candidates. The Dickinson Law search is in progress, and the search for a new Dean of Arts and Architecture is ongoing. The search for the Vice Provost for Global Programs is getting started. She is also searching for an Assistant Vice Provost for Faculty Affairs – Faculty Development.
The call for Administrative Fellows is open. This is a great way to explore the administrative side of the University.

Madlyn Hanes, Vice President for Commonwealth Campuses and Executive Chancellor, also discussed ongoing searches. The searches for Chancellors of Brandywine and Schuylkill are ongoing. The search for the Associate VP and Senior Associate Dean for Academic Programs continues. She also commented on the report to the Board of Trustees that celebrated the importance and accomplishments of the commonwealth campuses.

Rob Pangborn, Vice President and Dean for Undergraduate Education, gave an update on applications and admissions. As of October 31st, there were 54,000 applications submitted; twice as many as the previous year, mostly because of the common app. Paid accepts are expected to be earlier and financial aid decisions will also be able to go out earlier. Applications from International students are up 155%.

Renata Engel, Vice Provost for Online Education, discussed the importance of the quality of the content of online courses, and this often includes the support of instructional designers for online and resident courses. She is concerned over the high costs of text books and is examining ways to make course content more affordable such as using and developing open access books and journals.

**ACTION ITEMS**

The 2019-2020 Senate Calendar was reviewed and approved unanimously. It will be posted on the Senate website.

The University Faculty Senate has a consultative and advisory role on the academic impact of proposals that involve the establishment, reorganization, or discontinuation of academic organizational units. The Senate Council acts for the whole Senate in this matter. There were two proposals submitted for consultation.

Council reviewed a proposal from the College of Engineering at University Park to dissolve the Mechanical and Nuclear Engineering Department and create two new separate departments; Nuclear Engineering and Mechanical Engineering. The Senate Committees on Curricular and Faculty Affairs reviewed the proposal and saw no major concerns. Councilor Eckhardt moved and Councilor Ozment seconded the motion to vote on Option 1 “The (proposed action) be implemented as described in the documents we received.” The vote was unanimous in favor.

A revised proposal to change the Program in Public Policy in the College of Liberal Arts to the School of Public Policy was submitted and reviewed. It has also been reviewed by both Curricular Affairs and Faculty Affairs and no concerns were raised. Councilor Eckhardt moved and Councilor Ozment seconded a motion to vote on Option 1 “The (proposed action) be implemented as described in the documents we received.” The vote was unanimously in favor.
REPORT OF GRADUATE COUNCIL for September 12, 2018. There was no report. Graduate Council will have their next meeting of this academic year on Wednesday, December 13, 2018.

SENATE AGENDA ITEMS FOR DECEMBER 04, 2018

LEGISLATIVE REPORTS

Senate Committees on Admissions, Records, Scheduling, and Student Aid and Undergraduate Education. Changes to Senate Policy 42-98: Educational Experiences in the Armed Services. The report was placed on the agenda by a Szczygiel/Ansari motion.

Senate Committee on Committees and Rules. Revision to Standing Rules; Article II – Senate Committee proposed a report titled, “Structure, Section 6(n) Committee on Undergraduate Education.” The report was placed on the agenda by a Szczygiel/Ansari motion.

INFORMATIONAL REPORTS

The Senate Special Centennial Committee proposed the report titled, “Centennial Committee Progress Report.” This report was placed on the agenda by a Nousek/Ozment motion. Five minutes were allocated for presentation and discussion.

Senate Committee on Faculty Benefits and Joint Committee on Insurance and Benefits, “2017-2018 Annual Report on the Status of Benefit Changes.” This report was placed on the agenda by an Eckhardt/Petrilla motion. Twenty minutes were allocated for presentation and discussion.

Senate Committee Libraries, Information Systems, and Technology, “Reimagining Information Technology.” This report was placed on the agenda by a Brunsden/Ozment motion. Twenty minutes were allocated for presentation and discussion.

Senate Committee Undergraduate Education. “Summary of Petitions by College, Campus, and Unit 2017-2018.” This report was placed on the agenda by an Eckhardt/Nousek motion. The report will be presented on the Senate website only.

Senate Committee on University Planning will sponsor a report titled “2018-19 Approved University Operating budget.” This report was placed on the agenda by an Ozment/Nousek motion and will be presented by Provost Jones. Council reordered the agenda to move it to the top of the agenda during the provost’s remarks.

The Agenda for the December 4, 2018 Senate meeting was approved unanimously.

Chair Bérubé thanked Council members for their attendance and participation. The meeting was adjourned at 2:40 pm.

Dawn G. Blasko, Executive Director
Date: November 27, 2018

To: All Senators and Committee Members

From: Dawn Blasko, Executive Director

Following is the time and location of all Senate meetings December 3 and 4, 2018. Please notify the University Faculty Senate Office and committee chair if you are unable to attend.

MONDAY, DECEMBER 3, 2018

6:30 p.m. Officers and Chairs Meeting – 102 Kern Graduate Building
8:15 p.m. Commonwealth Caucus Meeting – 102 Kern Graduate Building

TUESDAY, DECEMBER 4, 2018

8:00 a.m.
Intercollegiate Athletics – 102 Burrowes Building

8:30 a.m.
Committees and Rules – 201 Kern Graduate Building
Curricular Affairs – 102 Kern Graduate Building
Educational Equity and Campus Environment – 315 Grange Building
Faculty Affairs – 202 Hammond Building
Faculty Benefits – 214 Business Building
Intra-University Relations – 504 Agricultural Sciences and Industries Building
Libraries, Information Systems, and Technology – 510A Paterno
Outreach – 114 Kern Building
Research, Scholarship, and Creative Activity – 502 Keller Building
University Planning – 324 Agricultural Sciences and Industries Building
9:00 a.m.

Admissions, Records, Scheduling, and Student Aid – 203 Shields Building
Global Programs – 412 Boucke Building
Student Life – 409H Keller Building
Undergraduate Education – 110C Chandlee Lab

11:00 a.m.

Student Senator Caucus – 114 Kern Building

11:15 a.m.

Commonwealth Caucus Meeting - Nittany Lion Inn- Boardroom

1:30 p.m.

University Faculty Senate – 112 Kern Graduate Building
Date: November 27, 2018

To: Commonwealth Caucus Senators (includes all elected campus senators)

From: Rosemarie Petrilla and Elizabeth Seymour, Caucus Co-chairs

MONDAY, DECEMBER 3, 2018 – 8:15 PM
102 KERN BUILDING

Guest Speakers and Agenda:
Renata Engel, Vice Provost for Online Education and
Associate Vice Provost for Online Programs
and
Yvonne Gaudelius, Associate Vice President and Senior Associate Dean
for Undergraduate Education
Topic: "One Penn State 2025"

Zoom Connectivity Information:
Join from PC, Mac, Linux, iOS or Android: https://psu.zoom.us/j/384648300
Or iPhone one-tap (US Toll): +16468769923,384648300# or +16699006833,384648300#
Or Telephone:
Dial: +1 646 876 9923 (US Toll), +1 669 900 6833 (US Toll)
Meeting ID: 384 648 300
International numbers available: https://zoom.us/u/bWAGfK2hj
Or an H.323/SIP room system: H.323: 162.255.36.11 (US East)
Meeting ID: 384 648 300
SIP: 384648300@zoomerc.com

TUESDAY, DECEMBER 4, 2018 – 11:15 AM
BOARDROOM, NITTANY LION INN
A buffet luncheon will be provided at 12:15 p.m.

Agenda

I. Call to Order
II. Announcements
III. Committee Reports
IV. Other Items of Concern/New Business
V. Adjournment and Lunch