

## COMMONWEALTH UNIVERSITY SENATE MEETING

November 9, 2023, 4 pm, held via Zoom  
**Session:** AY 2023-24, Meeting II **Time:** 4 pm

Participants: Jonathan Rothermel, Ben Franek, Dina Clark, Jennifer Demchak, Emmy Borst, Loren Glossner, Kimberly Harris, Jamey Harris, Charles Morgan, Dan Knorr, Heidi Warner, Jason Genovese, Hope Lineman, Stacy Wagner, Matt McKeague, Peggy Carl, Kara Shultz, Diana Rogers-Adkinson, Eric Ness, Amy DeLozier, Mark Decker, Kevin Range, Rivka Dattlo, Suzanne Williamson, Timothy Shuey, Jennifer Raup, Stephen Lee, William Walker, Eric Hawrelak, Curtis Grenoble, Barry Minemyer, Edward Keller, Jackie Borst, Maegen Borzok, Jeanine Page, Anne Broyan, Brad Lint, Lynda Michaels, Rick Goulet, Rick Lilla, Jeanne Kagle, Michelle Lockwood, Jill Scott, Nichole Lefelhoc, Stanley Berard, Marty Wygmans, John Gradel, Jody Russell, Greg Walker, Kevin Lally, Erik Evans, Sharon Stoddard, Atika Benaddi, Mary Feeney, Debra Minzola, Tena Maurer, Karri Verno, Lisa Weaver, Brooke Harlowe, Bashar Hanna, Jessy Defenderfer, Catherine Workman, Cori Myers, Eun-Joo Kwak, Debra Minzola, Ingrid Everett, Christopher Cummings, Christopher Lapos, Rosana Campbell, Gretchen Osterman, Carina Howell, Xia Zhou, Robin Rockey, Luke Betley, Erin Kennedy

I. Call to order – Dr. Jonathan Rothermel called the Senate to order at 4:00 pm

II. Approval of the Minutes

A. Review the minutes on the CU Senate Website:

<https://www.commonwealthu.edu/documents/91423-cu-senate-minutes>

Dr. Mark Decker made a motion, seconded by Mansfield Athletic Director Peggy Carl to approve the minutes. Following a vote via Zoom poll of the participants, the motion was approved.

Dr. Rothermel indicated as President conducting the meetings of Senate, he is exploring ways to vote and using different technologies as an experiment. With the use of Zoom, there is the possibility of going back and checking votes with the use of Zoom Polls.

III. Committee Policy Review Process

Dr. Rothermel reviewed the timeline for how policies will be reviewed by committees and considered by the Senate. Dr. Rothermel also encouraged committees to prioritize policies they think should be addressed right away, focusing on those that did not require significant changes or overhaul, i.e., low hanging fruit.

Dr. Rothermel also stated the Executive Committee had created SharePoint folders for committees and subcommittees. He asked to please stay within the working folders of the individually assigned committee.

Brooke Hawlowe, Professor Sports Studies at Lock Haven, commented to suggest the timeframe for readings of policies should be changed to allow 1<sup>st</sup> readings at the 2<sup>nd</sup> Senate meeting in Spring. Dr. Hawlowe urged that the Senate should not stand on the requirements of the constitution when there are so many policies to review. Dr. Rothermel explained the role of interim policies to fill in gaps and address errors and that the Senate body was bound by the language of the constitution for the process of readings and approvals of policies.

IV. CU Constitution Policy Endorsement Process

Dr. Rothermel stated that this Interim Policy on Policy Process is to be sent out soon.

V. Committee Reports

Dr. Rothermel asked that before the February Senate meeting that written committee reports be submitted ahead of time to Heidi Warner to review and include in agenda before meeting.

A. Academic Policy Committee

Jessy Defenderer, Associate Professor Political Science, Bloomsburg, reported that the Academic Policy Committee is looking for approval of their bylaws and they are working on setting up meetings to prioritize the first read of policies.

Dr. Rothermel reported that the Executive Committee approved the bylaws at the last meeting and will be posted on website.

i. Enrollment Management Subcommittee

Chris Lapos, Associate V.P. Undergrad & Transfer Admissions, Bloomsburg reported the enrollment management subcommittee has met twice over summer. They have reviewed PRP 3303 and are ready to move to the next level at the senate.

ii. Information Technology Subcommittee

Matt McKeague, Associate Professor at Lock Haven, reported that they have met for the third time this semester and have reviewed three policies;

- PRP 2510 - Information Security Policy
- PRP 2550 - Acceptable Use of Technology Policy
- PRP 3408 - Student Use of University Assigned Email Accounts

They are working through as many policies as they can. The IT subcommittee is waiting for official paperwork from executive committee to submit suggestions, etc. Once they are done with these seven policies they would like to do a survey to address the concerns.

B. Advancement Committee

Jason Genovese, Associate Professor Media & Journalism, Dept Chair, Bloomsburg, reported that they have a meeting scheduled for Monday 11/13/23 where they will go through bylaws and the policies on their docket.

C. DEI Committee

Christopher Cummings, Associate Professor in Tutorial Services at Mansfield has reported that the DEI Committee has met monthly. They have had discussions around how to staff out their committee. Looking at the ADA policy over next month and finalizing their bylaws by the end of the year.

D. Finance Committee

Dina Clark, Associate Professor, Accounting Department Bloomsburg, stated that they have committee meetings scheduled and they are working on bylaws.

E. Student Success and Campus Life Committee

No representative report. Dr. Rothermel reported on notes from Holly Jackson, Associate Professor in the Library at Mansfield, that the committee is close to finalizing bylaws.

i. First Year Experience Subcommittee

Jeanine Page, Associate Professor of Health & Science at Lock Haven, sitting in for Rebecca Willoughby, Executive Director FYE, Bloomsburg, reported that the subcommittee is working on Policy for Incoming Students, and should be ready for first reading at next meeting. The subcommittee is focusing on assessment of current First Year Seminar courses, how to create tools to assess, and streamline proposal process for first year seminars.

F. Elections Subcommittee

No report

**VI. Ratification of Interim Appointments to Fill Vacant Seats (by Executive Committee)**

Fill until March elections

- A. Andrea Swain, At-Large Staff (M), Advancement Committee
- B. John Gradel, At Large-Staff Senator (LH), CU Senate
- C. Lisa Weaver, Faculty At-Large (LH), Elections Subcommittee

Dr. Rick Goulet, Associate Professor of History at Lock Haven made a motion, seconded by Dr. Mark Decker to approve. Following a vote via Zoom poll of the participants, the motion was approved.

**VII. CU Website and Legacy Websites (Bill Walker, Chief Communications and Marketing Officer)**  
(Interim VP for Strategic Communications and Marketing)

Stated that the MarComm group is a small group of people that has a big job on their hands with updated all of the legacy websites and creating the new Commonwealth University website at the same time. One of the things needed is vigilance on the part of the CU community to identify and update high priority sites on all three legacy sites.

This is an 18-month process. Further migration of legacy sites to the new site with a goal of June 2024 for the legacy sites to come down and new Commonwealth University Site launched.

Below is the link for project requests for Strategic Communications:

<https://form.asana.com/?hash=735bd7f1a05ff431baa47902f1fe16c41104539d9c8b3eddef9c5647c385018d&id=1130235121502361>

**VIII. OER Report - APPENDIX A**

Ms. Jamey Harris, coordinator of technical services for CU Library, co-chair of Open Resources working group

Presented on a survey that was sent out in Fall of 2023, regarding zero-dollar textbooks or who used open education resource in any class.

Police Supervisor of Lock Haven, Charles Shoemaker, asked if a number of faculty have their own resources, how do you share among faculty members? He stated that perhaps we need a database.

Kara Shultz, Vice Provost Undergrad Education in Bloomsburg, suggested that OER could create a collaboration space on Bright Space.

Rick Lilla Professor Librarian from Lock haven offered to take Kara's suggestion to OER.

**IX. Other Business**

- A. Notice of Interim Policy on Student Transferring in Prior Credits within CU – Impact on Cumulative CU Grade

Listed as “Student Transferring in Prior Credits Within Commonwealth University” **on the Senate Policy Website under Interim Academic Policies** <https://www.commonwealthu.edu/commonwealth-university-senate>

Full policy here: <https://www.commonwealthu.edu/documents/iap-51-policy-student-transferring-prior-credits-within-commonwealth-university>

Diana Rogers-Adkinson, Provost/Sr VP of Academic Affairs, explained the need for this Interim policy that student GPA's are preserved when transferring to avoid negative impact on students.

Dr. Emmy Borst, Executive Director of Student Success at Lock Haven asked, how does this impact dual enrollment courses? i.e. legacy DE Lock Haven students enrolling at Bloomsburg.

Kara Shultz responded that she will check on whether DE courses come in as transfer courses.

Other business or remarks for the good of the order...

Brad Lint, Associate Professor of English at Mansfield commented on the committee that worked on establishing interim policies, that a lot of time and effort were put into policies and drafts were forwarded to Provost January 2021. Coming up on three years of those policies. It took volunteers and many hours to go through the interim policies. Brad wanted to attest to the fact that these policies were not rubber stamped as mentioned at the beginning of the meeting.

Brooke Harlowe commented that the interim policies were notes, not fully formed policies. They have remained as they were left in July 2021. Some policies were word salads. Members of the only standing legislative committee cautioned that some of these policies were working notes vs. fully formed policies.

Stan Berard, Professor Political Science at Lock Haven responded that maybe these policies should have been looked at between January 2021 and August 2022, but acknowledged all the handwork everyone has put into this.

Per Diana Rogers'Adkinson in chat: The three provosts made sure there were no legal issues with the interim policies.

Mark Decker added that he chaired the Secretariat of the dearly departed Forum, wanted to underline the process is designed to to address real problems re: interim process.

Adjournment

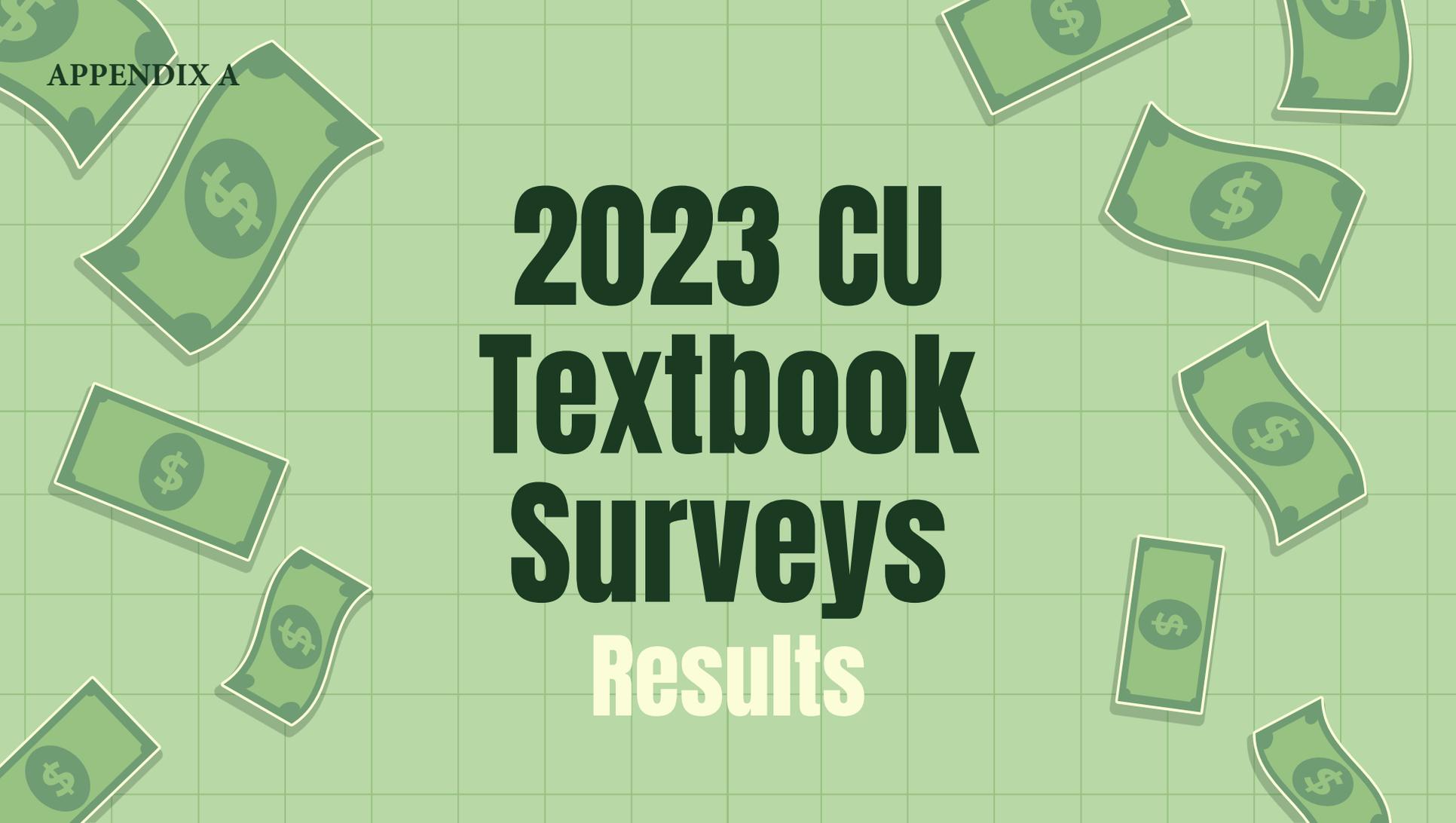
Matt McKeague made a motion, seconded by Rick Goulet to adjourn. Time 4:43pm meeting adjourned.

#### **Upcoming Spring 2024 Meetings**

- CU Senate Executive Committee Meeting @4 pm via Zoom: Thursday, 2/1/24
- CU Senate Meeting @4 pm via Zoom: Thursday, 2/8/24
- CU Senate Executive Committee Meeting @4 pm via Zoom: Thursday, 4/4/24
- CU Senate Meeting @4 pm via zoom: Thursday, 4/11/24

APPENDIX A

# 2023 CU Textbook Surveys Results



# Surveys Overview

- 2 surveys: sent to all faculty and students on all three campuses
  - Faculty one: February 7-17
  - Student one: September 12-22
- Faculty asked to indicate AY 2022/2023 courses
  - That used an OER (open textbook that could be freely used and reused under CC license)
  - That were zero-textbook cost courses (no cost for course material, even if some other fee)
  - OER vs. ZTC: OERs are CC-licensed, ZTC are not
- Students asked how textbook costs affect their student experience



# Survey Members

- **Members of the CU AAC&U Open Educational Resources Initiative:**
  - Katie Yelinek, Bloomsburg Librarian
  - Jamey Harris, Mansfield Librarian
  - Jan Bottorf, Lock Haven D2I Administrator
  - Lis Tomlin, Lock Haven Faculty Member
  - Heather Feldhaus, Dean of Graduate Studies, Research, and Innovation
  - Scott DiMarco, Library Director
- John Cosgrove from Institutional Effectiveness assisted with survey design
- Laura Heger from Bloomsburg University Store assisted with survey results
- Additional members of Working Group: Jeanne Kagle & Carrie Winship



# Why do this? Student Survey



- Students are concerned about the cost of textbooks
- Fall Student 2023 survey shows

About how much did you spend on course materials, whether purchased, leased, or rented, during this term? A guess is OK.

	National	Pennsylvania	Bloomsburg	Mansfield	Lock Haven	Lock Haven - Clearfield
\$0	7%	4%	3%	2%	3%	0%
\$1-100	15%	15%	11%	15%	15%	13%
\$101-200	26%	26%	25%	27%	26%	17%
\$201-300	21%	26%	29%	27%	27%	19%
\$301-400	14%	15%	16%	17%	15%	17%
\$401 or more	17%	14%	16%	13%	12%	33%



# Why do this? Student Survey

- Students are concerned about the cost of textbooks
- Fall Student 2023 survey shows

How worried were you about meeting your course material costs this term?

	National	Pennsylvania	Bloomsburg	Mansfield	Lock Haven	Lock Haven - Clearfield
Extremely worried	9%	18%	16%	23%	14%	20%
Moderately worried	21%	26%	29%	29%	26%	37%
Slightly worried	40%	37%	38%	36%	41%	33%
Not at all worried	29%	19%	17%	12%	19%	10%
	100%	100%	100%	100%	100%	100%

# Faculty Survey

- Total responses received from spring faculty survey: 142

Bloomsburg	67
Lock Haven	40
Lock Haven at Clearfield	7
Mansfield	28

# Faculty Survey

- Valid spring survey responses received from faculty indicating they taught a ZTC course or used an OER: 59
- 3 did not give enough information and were discarded

Bloomsburg	31
Lock Haven	15
Lock Haven at Clearfield	1
Mansfield	12

# Faculty Survey

- Departments with most responses

History Philosophy and Political Science	8
Biology	5
Music, Theatre & Dance	4
Art & Art History	3
Counseling & Educational Leadership	3
Languages and Cultures	3



# Faculty Survey

- Top five zero-cost resources used
  - websites from the free web (73)
  - an OER textbook (38)
    - OpenStax-8
    - College of the Canyons-2
    - LibreTexts-2
  - library articles (36)
  - a coursepack distributed for free (35)
  - a faculty member's own materials. (13)



# Faculty Survey

- Sections, students, and cost savings by semester

Semester	Sections	Students	Estimated savings
Summer 2022	7	128	\$8,451.69
Fall 2022	69	1666	\$50,676.58
Winter 2022/23	1	19	\$2,261,00
Spring 2023	90	4002	\$102,569.50

The background consists of a light green grid pattern overlaid with numerous stylized green dollar bills. Each bill is depicted with a white outline and a dark green circular emblem containing a white dollar sign (\$). The bills are scattered across the frame, some overlapping, creating a sense of abundance and financial growth.

**Total:**  
**\$163,958.77**

# Next steps

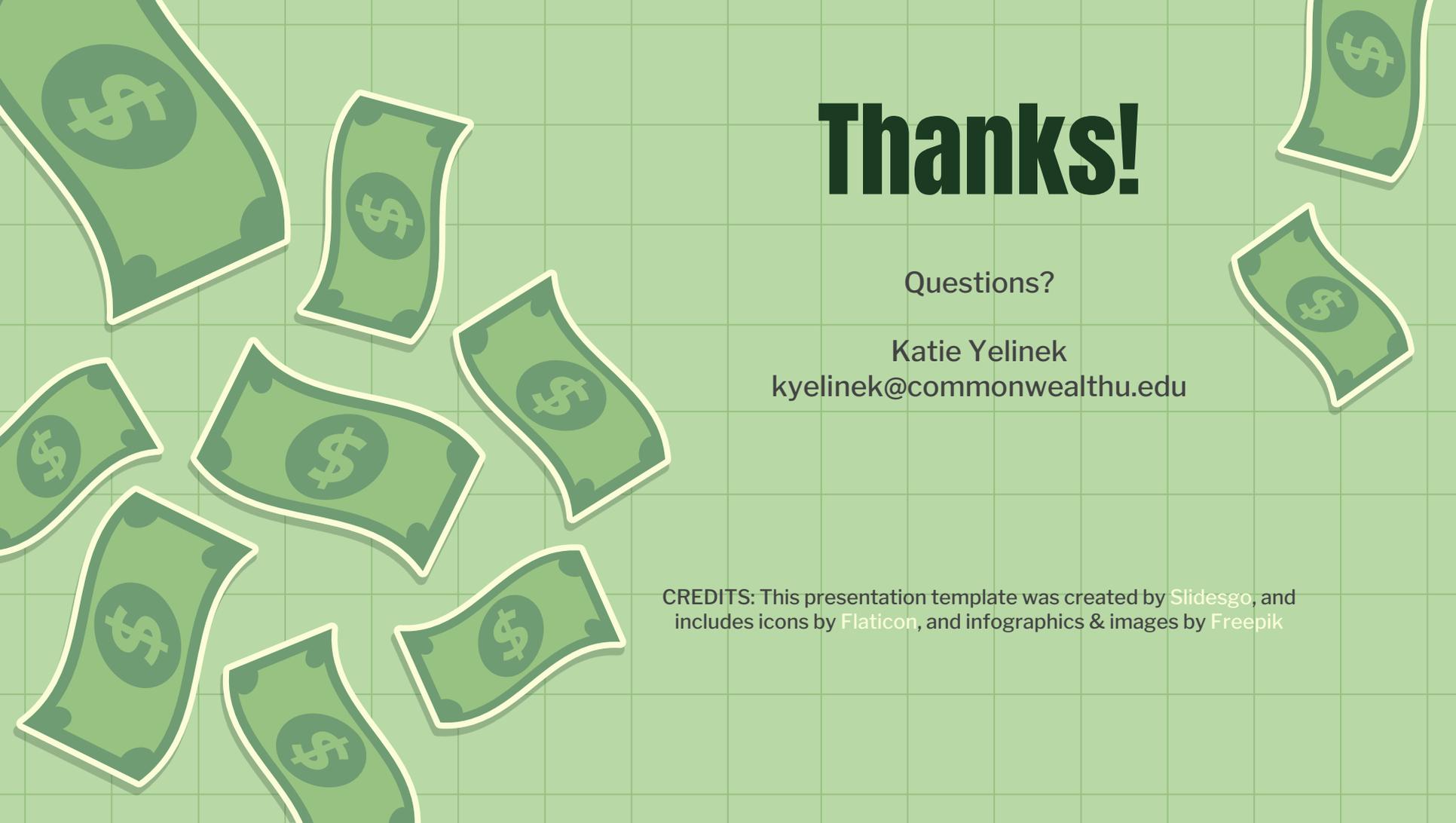
- Contacting faculty who indicated a willingness to switch
- OER Working Group's goals for AY 2023/2024
  - Spread the word on campus about our efforts
  - Educate the campuses about definitions of OER, ZTC, and low-cost courses
  - Follow-up survey Spring 2024
  - Increase student engagement on textbook affordability issues
  - Seeking funding opportunities
  - Get OER/ZTC/Low-cost course markings in Banner



# How you can help

- Faculty: make sure you know the current cost of your course materials
- Foster conversation within your program about the impact of costs on students
- Talk to fellow faculty about using OER or other no-cost course materials
- Contact Katie Yelinek for assistance in finding materials





# Thanks!

Questions?

Katie Yelinek  
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