

## Minutes of the Forum Meeting of Wednesday, February 17, 2021

Mark Decker called the meeting to order on February 17, 2021 at 3:00 PM via Zoom meeting.

### Present:

*Belinda Deleon, Cassandra Sachar, Charlotte Droll, Claudia Thrush, Courtney Paddick, Daryl Fridley, David Heineman, Dawn Orzolek, Deborah Stryker, Diana Rogers-Adkinson, Ed Keller, Elena Lockard, Emil Mikle, Eric Hawrelak, Eric McCabe, George Agbango, Greg Zimmerman, Gretchen Osterman, Heather Feldhaus, Hilary DeBardeleben, James Black, James Brown, Jennifer Raup, Jerry Reed, John Riley, Joyce Bielen, Kara Shultz, Karen Hamman, Kenneth Dunlap, Kenneth Hall, Kerrie DeVries, Latha Ramakrishnan, Linda Swisher, Lisa Lister, Luke Springman, Mary Vezendy, Melissa Buck, Melissa Cheese, Michael McFarland, Mindy Andino, Noah Wasielewski, Pam McDonald, Peter Kelly, Rebecca Bourgault, Rebecca Willoughby, Rona Anderson, Sam Choi, Tena Maurer, Terina Oman, Tess Fosse, Todd Shawver, Tom Fletcher, Traci Boehret, Victoria Geyfman, Weichun Zhu, Whitney Robenolt, William Hudon, Mark Decker, Andira Dodge*

### 1. Approval of the Agenda of February 17, 2021

A motion to approve the agenda was made by Ed Keller, seconded by Gretchen Osterman. The agenda was approved by acclamation.

### 2. Approval of the Minutes of November 18, 2021

A motion to approve the minutes was made by Den Stryker, seconded by Jerry Reed. The minutes were approved by acclamation.

### 3. Reports by Standing Committees:

#### a. BUCC:

Ken Hall reported the committee met February 10<sup>th</sup> and discussed proposals for Communication Studies, Languages and Cultures, and Marketing. PRP 3640 Academic Distinction was discussed as was an update to the Omnibus form to include the University Chief Financial Officer.

#### b. General Administration Committee

There was no news to share regarding the GAC.

#### c. Planning and Budget

Diana Rogers-Adkinson reported the committee met November 19<sup>th</sup> and would meet next February 18<sup>th</sup> to discuss the winter session report.

#### d. Student life

Gretchen Osterman reported the committee would be meeting February 19<sup>th</sup> and would be reviewing updates to the policies being reviewed at today's meeting.

### 4. Integration Update

Diana Rogers-Adkinson reported all subgroups for integration are moving forward with the exception of CBA and APSCUF who are in current state negotiations. Curricular plans have been drawn to be presented once all the subgroups are able to review the materials.

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### **5. Second Reading: Revised PRP 4789 Harassment & Discrimination; 4790 Sexual Misconduct**

Jen Raup said the two PRPs can move forward to follow federal regulations regarding student and staff harassment and misconduct policies. Votes were taken with the following delegate responses: a vote to approve PRP 4789 was made by Gretchen Osterman, seconded by George Agbango and passed with 18 affirmative, 2 abstentions, and 0 nays; a vote to approve PRP 4790 was made by Gretchen Osterman, seconded by Jerry Reed and passed with 21 affirmative, 0 abstentions and nays.

### **6. Open Forum**

There were no issues raised at today's open forum.

Adjournment: The meeting was adjourned at 3:25 PM.

## Minutes of the Forum Meeting of Wednesday, March 24, 2021

Mark Decker called the meeting to order on March 24, 2021 at 3:00 PM via Zoom meeting.

*Present: Alyssa Carsia, Andira Dodge, Asa Kelley, Belinda Deleon, Brad Swenson, Carrie Winship, Cassandra Sachar, Charlotte Droll, Christa Barilla, Claudia Thrush, Courtney Paddick, Dan Knorr, Dave Kube, Diana Rogers-Adkinson, Michael McFarland, Mindy Andino, Sangdo Choi, Ed Keller, Elizabeth Stauder, Eric Hawrelak, Eric McCabe, George Agbango, Gretchen Osterman, Heather Feldhaus, Hilary DeBardeleben, James Black, James Brown, Jennifer Umberger, John Riley, Joyce Bielen, Kara Shultz, Kenneth Hall, Kerrie DeVries, Kimberly Bellard, Latha Ramakrishnan, Lisa Lister, Lori Parke, Luke Springman, Madelyn Rodriguez, Marcella Woods, Mark Decker, Marty Wygmans, Mary Teresa O'Hara, Mary Vezendy, Melissa Buck, Melissa Cheese, Noah Wasielewski, Pamela McDonald, Peter Kelly, Rebecca Bourgault, Renelle Wetzel, Rona Anderson, Sabina Bower, Scott Schaffer, Stephanie Gardner, Susan Fetterman, Terina Oman, Tess Fosse, Tom Fletcher, Todd Shawver, Whitney Robenolt, William Hudon.*

**1. Approval of the Agenda of March 24, 2021**

A motion to approve the agenda was approved by acclamation.

**2. Approval of the Minutes of February 17, 2021**

A motion to approve the minutes was made by Lisa Lister, seconded by Ed Keller. The minutes were approved by acclamation.

**3. Reports by Standing Committees:**

**a. BUCC:**

Ken Hall reported BUCC met twice in February, reviewing and approving course proposals for Political Science, Communication Sciences and Disorders, Languages and Cultures as well as discussing a second read of PRP 3640 Academic Distinction and first read of PRP 3230 Co-Curricular Policy. The committee will also be reviewing the revised Omnibus form at their next meeting.

**b. General Administration Committee**

There was no news to share regarding the GAC.

**c. Planning and Budget**

Diana Rogers-Adkinson reported the committee reviewed the success of the extended winter session and noted the next winter session may also be slightly longer than the average sessions historically.

The renovations for McCormick Hall are in the design phase. with facilities mapping where current offices/classrooms may be relocated during the projected three-year construction.

The committee will meet March 25<sup>th</sup> to discuss the budget implications of federal relief funds due to Covid.

**d. Student life**

Gretchen Osterman reported that the committee is working with Dan Knorr on a Time, Place, and Purpose Policy.

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### 4. **Governance Document Revisions**

Mark Decker will be gathering updated information from various departments for the Governance document due to recent reconfigurations.

### 5. **Integration Update**

Diana Rogers-Adkinson reported the academic array is being clarified and finalized in preparation for the Board of Governor's report which is due April 12<sup>th</sup>. Surveys have been sent to students, faculty, and staff regarding renaming and feedback will be gathered regarding curricular plans.

### 6. **Informational Reading PRP 3640: Academic Distinction**

BUCC approved this policy which extends Dean's list and Latin distinction honors to part-time and transfer students. They redefined the ceremonial distinctions to better award the high-performing students who sometimes are only required to take classes at BU part-time to meet their program requirements.

### 7. **Open Forum**

There were no issues raised at today's open forum.

Adjournment: The meeting was adjourned at 3:27 PM.

## Minutes of the Forum Meeting of Wednesday, April 21, 2021

Mark Decker called the meeting to order on April 21, 2021 at 3:00 PM via Zoom meeting.

*Present: Ali Ozdogan, Amy Eitzen, Andira Dodge, Asa Kelley, Carrie Winship, Cassandra Sachar, Charlotte Droll, Claudia Thrush, Courtney Paddick, Dan Knorr, Daryl Fridley, Dave Kube, David Heineman, Dawn Orzolek, Deborah Stryker, Deby Krum, Diana Rogers-Adkinson, Elizabeth Stauder, Eric Hawrelak, Eric McCabe, Erik Evans, Gay Spezialetti, George Agbango, Gretchen Osterman, Heather Feldhaus, Hilary DeBardleben, James Black, James Brown, Jerry Reed, John Riley, Kara Shultz, Kenneth Hall, Kerrie DeVries, Kristina Wood, Luke Springman, Mark Decker, Marty Wygmans, Mary Vezendy, Melissa Buck, Michael McFarland, Mindy Andino, Noah Wasielewski, Peter Kelly, Rebecca Bourgault, Sam Choi, Terina Oman, Tim Pelton, Todd Shawver, Tom Fletcher, Whitney Robenolt*

1. **Approval of the Agenda of April 21, 2021**

A motion to approve the agenda was approved by acclamation.

2. **Approval of the Minutes of March 24, 2021**

A motion to approve the minutes was made by George Agbango, seconded by Eric Hawrelak. The minutes were approved by acclamation.

3. **Reports by Standing Committees:**

a. **BUCC:**

Ken Hall reported the final BUCC meeting for the semester was scheduled for April 28<sup>th</sup> where there would be a first read for a General Education policy regarding Goal 8 language credits for international students with English as a second language.

b. **General Administration Committee**

There was no report regarding the GAC aside from the First Read of PRP 6538 which is included below in #6.

c. **Planning and Budget**

Diana Rogers-Adkinson reported the committee met March 25<sup>th</sup> for the final time this semester to discuss the budget implications of federal relief funds due to Covid as well as enrollment updates. Undergraduate enrollment has decreased this past year, primarily due to covid, while graduate enrollment has slightly increased during the same time.

d. **Student life**

There was no report regarding Student Life aside from the discussion of a new PRP regarding Time, Place, and Manner which is included below in #7.

4. **Integration Update**

Diana Rogers-Adkinson reported the academic array is being clarified and finalized in preparation for the Board of Governor's meeting April 28<sup>th</sup>. There will be a 60-day communication period following the meeting as well as public forums to be announced.

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5. **Informational Reading PRP 3465 Posthumous Degree**

BUCC approved this policy which formalizes protocols and procedures for students who have passed away having taken a majority of credits to graduate to earn either a degree or a degree in memoriam.

6. **First Reading: PRP 6538 Tuition Waiver**

Jerry Reed explained revisions to an existing tuition waiver to ensure equal representation among various campus entities. There will be a second reading in September.

7. **Informational Discussion: Interim PRP Manner, Time, Place**

Gretchen Osterman and Dan Knorr presented information about a new PRP regarding expressive activities on campus. This policy will be finalized and implemented as an interim policy this summer with formal consideration at the September meeting.

Dan explained that the policy will define expressive activities as well as the parameters to be followed on campus allowing for 1<sup>st</sup> Amendment rights as well as those of the university.

There will be content-neutral guidelines for both on and off-campus groups to ensure free speech as well as ensuring activities do not interfere with the BU mission or operations.

8. **Open Forum**

An announcement was made regarding available covid vaccinations at the Berwick Hospital.

There was a call for volunteers to help paint the Bloomsburg Town Pool.

A reminder was given about President Hanna's Staff/Faculty Town Hall meeting April 22<sup>nd</sup>.

Adjournment: The meeting was adjourned at 3:45 PM.

## **Minutes of the Forum Meeting of Wednesday, October 13, 2021**

Mark Decker called the meeting to order on October 13, 2021 at 3:00 PM via Zoom meeting.

*Present: Allison Brooks, Alvaro Galliani, Andira Dodge, Andy Dunlap, Angela La Valley, Charlotte Droll, Conrad Quintyn, Dan Knorr, Daryl Fridley, Dave Kube, Denice Wengryn, Diana Rogers-Adkinson, Ed Keller, Edward Mooney, Eric Hawrelak, Erik Evans, George Agbango, Gretchen Osterman, Heather Feldhaus, James Black, James McCormack, Jennifer Lehman, Jerry Reed, Jim Brown, Joseph Mowad, Julia Leighow, Kara Shultz, Kate Beishline, Kenneth Hall, Kerrie DeVries, Latha Ramakrishnan, Linda Swisher, Lisa Lister, Lori Parke, Mark Decker, Mary Vezendy, Melissa Buck, Melissa Cheese, Nancy Rothermel, Noah Wasielewski, Peter Kelly, Richard Paulsen, RJ Galiszewski, Rona Anderson, Sam Choi, Scott Kane, Terina Oman, Tom Fletcher, Todd Shawver, Traci Fetterman, Whitney Robenolt*

### **1. Approval of the Agenda of October 13, 2021**

A motion to approve the agenda was approved by acclamation.

### **2. Approval of the Minutes of April 21, 2021**

A motion to approve the minutes were approved by acclamation.

### **3. Reports by Standing Committees:**

#### **a. BUCC:**

Ken Hall reported the next BUCC meeting will be October 20<sup>th</sup> with several policies to be reviewed, including transfer students and curriculum between the schools during integration.

#### **b. General Administration Committee**

There was no quorum at the first meeting of the semester but there was discussion on the Time, Place, Manner policy which will be reviewed below (see #6).

#### **c. Planning and Budget**

- Diana Rogers-Adkinson reported the committee met September 30<sup>th</sup>.
- Facilities concerns were discussed for Exceptionality programs. Requests for needs reach back as far as five years so there can be a gap between conversations and project completion.
- Budget Subcommittee reported an increase in summer college.
- Due to federal stimulus, we ended with a positive fiscal year due to higher service revenue and lower salary and benefits expenditures. There was a shortfall in auxiliary funds due to housing/dining figures being lower than expected.
- Enrollment saw a drop in freshman class due to covid and integration concerns.

#### **d. Student life**

Student Life has not met yet this semester, awaiting student government elections. There was no report regarding Student Life aside from the discussion of a new PRP regarding Time, Place, and Manner which is included below in #6.

## Minutes of the Forum Meeting of Wednesday, October 13, 2021

### 4. Integration Update

- Diana Rogers-Adkinson reported the confirmed primary cabinet for integrated institution.
- VPs will continue to work on organizational charts.
- The Interim curriculum committee is working on moving forward to design processes for how to address curriculum standards and changes across a single university.
- Chair elections will include current chairs and “future state” chairs to usher through the curriculum

### 5. Second Reading PRP 6538 Tuition Waiver (Reed)

Non-collective bargaining waivers include non-represented employees. The Continuation of Benefit is the biggest change to the policy: with the additional proviso of including retirees with 15 years of service.

PRP was endorsed by Ed Keller, seconded by Ken Hall. The vote was yes:22 no: 0 abstain:0

### 6. Update: PRP 2100 Time, Place, Manner

What’s deemed to be acceptable in expressive behavior on campus.

Will go for review and approval at next Forum.

Being a public university, we are sensitive to being open to our spaces used for demonstrations and free speech. PASSHE has provided a template policy as several universities have faced similar challenges. We are looking to provide “guardrails” for expression. Parameters will define disorderly conduct, harassment, designated free and open spaces. Timelines will be set (five days in advance) so that groups can share with BU Police so we can ensure safety and communication can be shared with the community.

Details on locations and sound parameters are still being decided.

A question was raised as to how a group of people responding to the planned demonstration would be treated.

### 7. Advisory Item: Telecommuting

Jerry Reed explained a pilot program for BU telecommuting options which will begin with the IT departments across all three campuses. The hope is to offer additional opportunities to other staff later in the year if all goes well.

### 8. Open Forum

No discussion.

Adjournment: The meeting was adjourned at 4:00 PM.



## Minutes of the Forum Meeting of Wednesday, November 17, 2021

Mark Decker called the meeting to order on November 17, 2021 at 3:00 PM via Zoom meeting.

*Present: Amy Eitzen, Andira Dodge, Angela La Valley, Belinda Deleon, Brenda Pitonyak, Carrie Winship, Leo Sokoloski, Claudia Thrush, Dallas Flint, Dan Knorr, Dave Kube, Deborah Stryker, Diana Rogers-Adkinson, Edward Mooney, Eric Foster, Eric Hawrelak, Gretchen Osterman, Heather Feldhaus, James Black, James McCormack, Jerry Reed, Julia Leighow, Kate Beishline, Kathleen Heitzman, Katie Weaver, Kenneth Hall, Kerrie DeVries, Latha Ramakrishnan, Mark Decker, Mary Vezendy, Melissa Buck, Michael Coffta, Mykola Polyuha, Noah Wasielewski, Rebecca Bourgault, Richard Paulsen, Scott Kane, Sybil Holloway, Terina Oman, Tess Fosse, Whitney Robenolt*

### 1. **Approval of the Agenda of November 17, 2021**

A motion to approve the agenda was approved by acclamation.

### 2. **Approval of the Minutes of October 13, 2021**

A motion to approve the minutes was made by Michael Coffta, seconded by Angela LaValley; the minutes were approved by acclamation.

### 3. **Discussion:**

The policy for the late-semester drop period needs to be reviewed, using data from all three campuses in order to have a consistent policy moving forward.

### 4. **Reports by Standing Committees:**

#### a. **BUCC:**

Mark Decker gave the BUCC report on behalf of Ken Hall (who was attending a BUCC meeting). The committee was to review the 21-22 Academic Calendar, the PASSHE transfer policy, along with proposals from Accounting, Finance, Economics, and Exercise Science.

#### b. **General Administration Committee**

Jerry Reed reported that the GAC reviewed the Telecommuting policy that PASSHE is using as a guiding document and will be making standard for all campuses. BU will post a link to the PASSHE policy on our PRP page.

#### c. **Planning and Budget**

- Diana Rogers-Adkinson reported the committee met October 21<sup>st</sup>.
- Facilities discussion was primarily focused on plans and various department needs for the McCormick renovations.
- The committee reviewed an Integrated University Budget Overview for years 2022-2026.
- The Budget Subcommittee discussed and reviewed the Unrestricted Net Assets, including the projected 2022-2026 CPP submission.
- There was also a review of Year 4 of the Strategic Enrollment Plan.

#### d. **Student life**

The Student Life Committee is working on onboarding new student government participants and reviewing the current Code of Conduct for possible updates/

## Minutes of the Forum Meeting of Wednesday, November 17, 2021

### 5. Integration Update

- Diana Rogers-Adkinson reported Deans have been announced for all five colleges of the integrated institution. Chairs have also been elected and will be announced.
- Small programs not included on the proposed array are being addressed, with none being eliminated currently.
- The One System tech component will be looked at overall over the next year as integration proceeds.
- Chair elections will include current chairs and “future state” chairs to usher through the curriculum

### 6. First Read: PRP 2100 Time, Place, Manner

- Will go for a second read and endorsement at next Forum.
- Being a public university, we have to allow spaces for demonstrations and free speech. PASSHE has provided a template policy as several universities have faced similar challenges. We are providing “guardrails” for expression.
- Some details on locations and parameters were decided along with including a map with boundaries for safe public meeting spaces.

### 7. Informational Reading: BUCC PRP 3343 Undergraduate Student Transfer Policy

We are looking to standards PASSHE will be implementing regarding students transferring between PASSHE campuses, allowing for consistent procedures as part of an overall policy.

### 8. Open Forum

No discussion.

Adjournment: The meeting was adjourned at 3:45 PM.