

LEHIGH UNIVERSITY FACULTY SENATE

Minutes of the Meeting held on March 3, 2023, at 1:10 pm

RBC 141 and Via Zoom

**Do the Minutes include R&P Changes? Yes/~~No~~
Do they require Board of Trustees approval – ~~Yes~~/No**

Faculty Senate Chair Professor Frank Gunter called the meeting to order.

The roster of senators present for the meeting appears in Appendix 1.

[Appendix 1 available at <https://facultysenate.lehigh.edu/meeting-minutes>]

1. Minutes of the Prior Faculty Senate Meeting

Professor Frank Gunter called for any corrections to the minutes of the Faculty Senate meeting of 02/03/2023. A motion to approve the meeting minutes was made and seconded. The Senate unanimously approved the minutes.

The approved minutes are available at <https://facultysenate.lehigh.edu/meeting-minutes>.

2. First Senate Readings (Details of proposed R&P changes are on the Faculty Senate website)

Revision of R&P 2.10 Graduate Assistants

The motion was made and seconded.

The details are at

https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/Justification%20for%20R%26P%202.10%20and%202.11%20Changes%203Feb23_1_0.pdf

The following were the salient points discussed. These include the need for clarification related to whether thesis work comes under the purview of this revision and whether the

students can be paid a stipend with or without a tuition waiver (Professors Sara Kangas, Yaling Liu, Clay Naito, and Ethan Van Norman), the need to be flexible to account for differences across disciplines, the proposed word change is minor by replacing “are” with “may be” in the first sentence to increase flexibility (Interim Deputy Provost for Graduate Education Oliver Yao), need for clarifying the subtle differences between different types of job done by graduate students (Professors Kristi Morin, Clay Naito, and Al Wurth), the need to clarify whether the students are working on their dissertation and if they are paid and the funds from which they are paid (Professors Nancy Carlisle, Dinissa Duvanova, Kristi Morin, Susan Woodhouse), the need to keep things flexible (Professors Susan Woodhouse Peter Zeitler), and need to examine if there are income tax implications due to this change (Professor Al Wurth).

The following two amendments were proposed, seconded, and approved.

1. Replacing “stipend and tuition” with “stipend and/or tuition” in the second and third paragraphs.
2. Replacing “should” with “need” in the last sentence.

The revised proposal will come up for a second reading at the next meeting.

Deletion of R&P 2.11 Research and Graduate Project Assistants

This relates to R&P 2.10 and will come up for a second reading at the next meeting.

Revision of R&P 3.14.5 Special Undergraduate Opportunities Revision of R&P 3.21.1 Graduate Admissions

The proposals were moved and seconded. The details are available at

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/R%26P%203.14.5%20Special%20Undergraduate%20Course%20Opportunities%20.pdf>

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/R%26P%203.21.1%20Graduate%20Admissions.pdf>

The following points were made during the discussion:

The language should be clarified to ensure whether these opportunities for courses not available at Lehigh (Professor Mayuresh Kothare), courses not available at Lehigh at a

particular time (Professor Damien Thevenin), and whether a student can take these courses even without applying for the master's program (the current practice) (Professor Susan Woodhouse), to clarify if the students can start the master's program before they complete their undergraduate degree or before their application is processed (Professors Sara Kangas, Kristi Morin, and Ethan Van Norman), examining the upper limit for the number of graduate course credits because many students come with several AP courses for which they get Lehigh credit (Professor Clay Naito), SOGS can be petitioned for additional credits by students (Professors Dinissa Duvanova and Frank Gunter), and students taking graduate courses present a financial burden for the College of Education (Professor Sara Kangas).

The motion to waive the waiting period for the second reading was made and seconded. The motion failed.

The proposals will come up for a second reading.

Revision of R&P 3.2.7 Cross Registration with Other Institutions or Organizations

The motion was made and seconded. The details are available at

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/Revised%20R%26P%20for%203.2.7%20Cross%20Registration%200%201.pdf>

The motion to suspend the waiting period for a second reading passed; the proposal was approved. There is no need for a second reading. The approved wording is given below.

3.2.7 Cross Registering within the Lehigh Valley Association of Independent Colleges (LVAIC)

Currently enrolled full-time degree seeking undergraduate students in good academic standing who have achieved sophomore status may register for up to two courses per term at any one of the LVAIC member institutions (Cedar Crest College, DeSales University, Lafayette College, Moravian College, and Muhlenberg College). The student must obtain the appropriate approvals of his or her own adviser and the host institution registrar. The courses must not be available at the home institution and must be in the normal academic load and not produce an overload. Graduate students and graduate-level courses are not eligible for cross registration.

Revision of R&P 3.8.6 Grade Reports

The motion was made and seconded. The details are available at

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/R%26P%203.8.6%20Grade%20Reports%200%200.pdf>

The comments during the ensuing discussion included the following: there is no need to have these detailed procedures in the R&P (Professor Dinissa Duvanova), there is a need to separate the two issues – submission of grades and faculty availability (Professor Damien Thévenin), the idea of faculty availability is not clear (Professor Mayuresh Kothare), if we including this, we should also include items such as faculty should come to class (Professor Peter Zeitler), and there is no harm in keeping this in the R&P (Professor Kristi Morin).

The motion to suspend the waiting period for a second reading passed; the proposal was approved. There is no need for a second reading.

3.8.6. Grade Reports

Faculty should submit their grades through the process and deadlines as determined by the University Registrar. They should be available during the final exam period until all semester grades for his or her courses have been submitted following the procedure set up by the University Registrar.

3. Remarks by Undergraduate Student Senate President Victoria Drzymala

Ms. Victoria Drzymala provided an update and mentioned that the student senate is focused on issues such as improving relations with South Bethlehem, beach development near the Zest restaurant, student conduct, and developing a strategic plan for the student senate. In response to Professor Mayuresh Kothare, Ms. Victoria Drzymala noted that the student senate provided feedback on Lehigh's strategic planning process but is not directly involved in the working groups preparing the strategic plan.

4. Chairperson's Comments

Professor Frank Gunter noted the following:

- Efforts are being made to streamline the non-substantive course changes by establishing procedures for departments directly dealing with the Registrar. It is estimated that some two-thirds of the course changes should not be coming to the Faculty Senate.

Faculty attendance at the University Commencement exercises is important.

- This is the final opportunity to offer feedback on the strategic planning process.
- The University faculty meeting will take place on April 14, 2023.

- The date for the University Senate’s summer retreat is being finalized.

5. Continuation of First Readings

Deletion of R&P 3.15.1 Summer Session

The proposed changes were moved and seconded.

In response to Professor Mayuresh Kothare’s question, Professor Frank Gunter confirmed that only the first paragraph of the section is being deleted.

The motion to suspend the waiting period for a second reading passed; the proposal was approved. There is no need for a second reading.

The approved deletion is the first paragraph of 3.15.1. Summer Session.

~~Regularly matriculated undergraduates may attend summer session courses. Undergraduates from other institutions must submit an application for admission to the summer session office.~~

6. Pending Items

The following items could not be taken up during the meeting due to time constraints. They will be taken up in subsequent meetings.

Revision of R&P 3.11.1 Graduation Honors

Deletion of R&P 3.14.5.2 Cooperative Undergraduate Education

Deletion of R&P 3.15.2 Winter Intersession

Respectfully submitted by

A handwritten signature in cursive script that reads "Siva". The signature is written in black ink and is underlined with a single horizontal stroke.

K. Sivakumar (“Siva”)

Arthur Tauck Chair and Professor of Marketing

Secretary of the Faculty