

<b><u>UNIVERSITY SENATE AGENDA</u></b> <b>EBERLY AUDITORIUM</b> January 28, 2014 3:30 – 5:00 p.m.			
<b>Approval of Order</b>			
A.	Approval of minutes from Dec. 3 <sup>rd</sup> Senate meeting		
B.	Approval of current agenda items and order		

**Reports and Announcements**

	-Sherwood			
E.	Vice Chairperson Popeck			
<b>Standing Committee Reports</b>		<b>Chairperson</b>		
A.	Rules Committee	Korns		
B.	University-Wide Undergraduate Curriculum Committee	Sechrist/Lewis		
C.	University-Wide Graduate Committee	Piper/Baumer		
D.	Noncredit Committee			

**Appendix A  
Noncredit Committee  
Chair O'Neil**

**FOR INFORMATION**

**Office of Adult and Continuing Education (ACE)  
Programs and Services**

On November 19, 2013, the non-credit subcommittee of the University Senate met with Mrs. Kristen O'Hara, Director of the Office of Adult and Continuing Education. The following is a summary of that meeting:

**Department Background:**

Since 1966, IUP has strived to serve the lifelong educational needs of nontraditional students, working adults, professional organizations, local and state agencies, and the citizens of the commonwealth by providing access to the academic and human resources of the university.

**Department Goal:**

The goal of Adult and Continuing Education is to serve IUP students and the surrounding communities with additional educational opportunities. They are continually reviewing options to offer more programming of various types.

**Current Portfolio of Services (Non-Degree Programming):**

Adult and Continuing Education currently manages the non--

- **Visiting High School Students**—Students taking courses but who do not reside in a school district with an active MOU for Dual Enrollment.
- **Graduate School Pre-Requisite Students**—Students who must meet pre-requisite courses in order to begin a graduate program.
- **Marketing for Winter and Summer Sessions:** Together with the Communications and Marketing office, campaigns are being designed to recruit not only our current IUP students, but to also attract non-IUP students who may want to take courses during these sessions. . Winter Session courses are all online, allowing students to take courses from home during break.
- **Portfolio Assessment:** An opportunity for students to earn college credit for the knowledge they have gained through life and work experience.
- **Outside employer training needs:**

**Current Organizational Structure:**

Currently the ACE office is staffed by the Director of Adult and Continuing Education, an Enrollment Services Manager, who also serves as the University Testing Center (UTC) Coordinator and dedicates 50% of her time to the UTC, a graduate student (dedicated to the UTC), and federal work study students. This represents 2 FTE staff members plus student staff.

**Appendix B**  
**Research Committee**  
**Chair Bonach**

The USRC met on December 10, 2013. Overall there were 15 USRC Small Grant proposals and the decision was made to fund 8 proposals totaling \$9,419.00. The next meeting will be held on February 4, 2014 at 3:30 P.M. in Stright 301.

- Ms. Susan Palmisano
- Dr. Ben Ford
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- Dr. Crystal Machado

**Appendix C**  
**University Planning Council**  
**Senator Reilly**

The UPC met on Friday December 6, 2013.

The following item was discussed.

**1. Retention—Tim Moerland**

Each subcommittee was asked to report on their discussion of the four indicators (socio-behavior, academic, financial, and demographic) and what is already occurring at IUP with regard to these indicators and student retention.