

Penn State Berks Senate
Monday, February 25, 2019
12:15-1:15 PM
Multi-Purpose Room (MPR), Perkins Building
Agenda

- **Call to Order**
- **Additions, Corrections, and Approval of the Minutes of the January 28, 2019 meeting**
- **Announcements and Reports by the Chair**
- **Reports of Officers and University Senators**
 - Vice Chair and University Senator Maurer
 - Secretary and University Senator Zambanini
 - University Senator Ansari
 - University Senator Bartolacci
 - University Senator Snyder
 - SGA President Ryan Morris
 - Student Senator
- **Comments/Announcements by Administrators**
 - Chancellor Hillkirk
 - Associate Dean Larson
- **Unfinished Business**
- **Forensic Business**
- **Motions from Committees**
 - Executive Committee – Proposal to Amend the Standing Rules (**APPENDIX A**)
 - Physical Facilities Committee (Charge #1: Renovation Report) (**APPENDIX B**)
- **Informational Reports from Committees**
 - Strategic Planning and Budget – Report on Faculty Salaries (**APPENDIX C**)
 - Strategic Planning and Budget – Meeting Minutes, January 25, 2019 (**APPENDIX C**)
- **Other New Legislative Business**
- **Comments for the Good of the Order**
- **Adjournment**

Penn State Berks Senate
January 28, 2019
12:15-1:15 PM, Multi-Purpose Room, Perkins Student Center

Attendees: Ali Alikhani, Mohamad Ansari, Jennifer Arnold, Mike Bartolacci, Tara Beecham, Donna Chambers, Alex Chisholm, Valerie Cholet, Ruth Daly, Justin DiAngelo, Maureen Dunbar, Colleen English, Maria Fellie, Andrew Friesen, Sudip Ghosh, Sarah Hartman-Caverly, Ryan Hassler, Jinyoung Im, Abdullah Konak, Sadan Kulturel-Konak, Jim Laurie, Ada Leung, Joseph Mahoney, Michelle Mart, Cesar Martinez-Garza, Clifford Maurer, Catherine Mello, Jennifer Murphy, Tami Mysliwicz, Mahdi Nasereddin, Cheryl Nicholas, Shannon Nowotarski, Meghan Owenz, Dawn Pfeifer Reitz, Alexey Prokudin, Michele Ramsey, Matthew Rhudy, Jeanne Marie Rose, Marissa Ruggiero, Holly Ryan, David Sanford, Jessica Schocker, Allison Singles, Stephen Snyder, Terry Speicher, Brett Spencer, Hartono Tjoe, Rosario Torres, Praveen Veerabhadrapa, John Weber, Yuan Xue, Bob Zambanini (Faculty); James McCarty, Marie Smith (Staff); Pradip Bandyopadhyay, David Bender, Kim Berry, Lisa Glass, Keith Hillkirk, Janelle Larson, Lolita Paff, Belén Rodríguez Mourelo (Administration); Manpreet Kooner (Student).

1. Call to Order

2. Additions, Corrections, and Approval of Minutes of November 12, 2018 –The Chair commented there was one brief attendance correction that was addressed and made to the minutes and called for any additional additions, corrections to the minutes. Hearing none, a motion was called to approve the minutes; *the minutes were approved.*

3. Announcements and Reports by the Chair – The Chair had two announcements. A more formal call will be put forth in-regard to the nominations of Senators and Officers for next year. As previously shared, you may forward to my attention any issues or questions you would like to have put forth during the Provost’s visit to Berks in April.

4. Reports of Officers and University Senators

- **Vice Chair and University Senator Maurer** –No report.
- **Secretary and University Senator Zambanini** – Renovations to the Senate web page are currently underway which will be a Senate archive of all the files going back to and including our first year of 1972. The design was shared and approved by the Executive Committee. A sample will be provided at our next meeting.
- **University Senator Ansari** –No report.
- **University Senator Bartolacci** – In-regard to the proposals up for a vote in curricular affairs, there is good and bad news. The bad news is there was not a single vote from the sub-committee for Berks which increases the likelihood that it may get sent back. The good news is I voted for it which may be the reason why not a lot of people looked at it. An update will be shared at the next meeting.
- **University Senator Snyder** – There has been little activity since our last meeting; revisions are still being made to AC21.
- **SGA President Ryan Morris** – Not present. Manpreet Kooner provided a report. The budget crisis that we had with the clubs has been resolved. We allocated \$25,000 for this semester. The election process has begun on the following: presidents, vice presidents, financial manager and faculty senator.
- **Student Senator** – Not present.

5. Comments/Announcements by Administrators

• **Chancellor Hillkirk**

- We along with several other Penn State campuses are dealing with enrollment declines. Penn State Berks is experiencing smaller numbers in both sophomore and freshmen classes; down approximately 300 students. We are working very hard to address this. Several changes have been made in terms of the way we engage with prospective students. Two student interns have been hired who are working in admissions using social media to communicate with prospective students. We also have received more financial aid dollars from the Provost's office that we are now awarding. These dollars along with the dollars from the Chancellor's scholarship are being utilized for staffing.
 - The budget challenge is being felt throughout the University. We have just learned the amount of our temporary budget. These are the dollars beyond salary and fringe benefits. This issue will be shared with Administrative Council at our meeting next Tuesday. For the remainder of this fiscal year, we will be managing this temporary budget as conservatively as we can. I will be working directly with the financial office to do everything we can to have as large a reserve and carryforward for next budget year. This is critical because we have had declines in our enrollment over the past two years and we know that next year will be difficult as well. I am hopeful that through our recruitment efforts we are going to be able to get back on a growth protectory. A lot of work and progress is being made with transfer students. We were making significant progress with international students, but I am uneasy with their recruitment right now because of the current climate going on across the country. This challenge we face is not only unique to Penn State. In a recent newspaper article, Albright announced it was decreasing their tuition by 45%. There are fewer high school graduates which translates into a very competitive environment. On a positive note, according to a recent IPED survey, our retention rate reported for this year was five percentage points higher than last. Due to this loss of revenue, three searches have been postponed and one has been declined. We are reviewing several business contracts that we have and will continue those efforts. In addition, we are having to give back \$200,000 recession dollars to the University this year. I appreciate everyone's attention and support as we navigate through this process.
 - The Beaver Community Center project is moving forward.
 - I would like to thank and acknowledge Kathleen Hauser for her work with the FIRST LEGO League Challenge which took place this past Saturday. Over 200 volunteers were present with 56 teams competing, 5 of which were from Berks County.
- ### • **Interim Associate Dean Larson**
- The first round of the Early Progress Reports (ERP's) will be closing on Wednesday at 11 PM.
 - The first faculty meeting of the semester will take place on Wednesday at 12:15 PM.

6. Unfinished Business

- **Faculty Affairs Committee (Charge #12): Clarification of College P&T Committee Membership) (Appendix A)** – A review of the committee's charge was shared. It was noted that the IRC Committee is looking at two important things, one is continuity on all these promotion committees from year to year and the other are the guidelines across the university. The Chair called for additional comments. Discussion followed. The Chair called for a vote. Results are 36 in favor, 17 opposed; *the motion is approved*.

7. Forensic Business – None

8. Motions from Committees

- **Executive Committee – Amend Standing Rules Senate and Committee Meeting Times (Appendix B)** – The Chair noted clickers will be used for today’s meeting as well as paper ballots since we do not have enough clickers. The Chair provided an overview and rationale for the motion. The Chair called for additional comments, hearing none; the Chair called for a vote. To accept the motion, press A, and to reject it, press B. Results: 49 accept; 7 reject; *the motion is approved.*
- **Strategic Planning and Budget – Charge #9: Travel and RDG Funding (Appendix C)** – An overview of the motions as outlined in Appendix C were shared. The Chair called for additional comments. Discussion followed. The Chair called for a vote for each motion. To accept the motion, press A, and to reject it, press B. Results for motion #1: 31 accept, 16 reject; *the motion is approved.* Results for motion #2: 41 accept, 8 reject; *the motion is approved.* Results for motion #3: 34 accept, 14 reject; *the motion is approved.*
- **Student Life Committee – Charge #5: Classroom Conduct Regarding Electronics and Food (Appendix D)** – An overview and update from the committee chair was shared. The Chair called for additional comments. Due to time constraints, the Chair called for a voice vote; all in favor say aye, opposed; there are 3 nays; *the motion is approved.*

9. Informational Reports from Committees –

- **Physical Facilities Committee (Charge #2: Assess Plans on Space User) (Appendix E)**
- **Academic Affairs Committee (Charge #11: Guidelines for Extracurricular Scheduling) (Appendix F)**
- **Executive Committee (Charge #11: Administrative Academic Structure) (Appendix G)**

10. Other Legislative Business

11. **Comments for the Good of the Order** – The informational reports were not reviewed due to time but will be shared at the next Senate meeting. The Chair called for a motion to adjourn.

12. Adjournment

(APPENDIX A)
Executive Committee
Proposal to Amend the Standing Rules

Background

Faculty members have busy schedules divided among teaching, research, and service. It is not always easy to find faculty members to fill all Senate committee positions with the time to devote meaningful service to those positions. In addition, when faculty members have committed to serving on a committee, their commitment and time should be valued by asking them to do meaningful and necessary work. For several years, the Intercollegiate Athletics Committee has not had many substantive charges assigned by the Executive Committee. Finally, as a member of the NCAA, the Berks campus follows and is mandated to follow many specific procedures regarding its athletic program; to comply with NCAA and university rules, the Berks campus has an active Director of Athletics.

Motion

The Executive Committee proposes to amend Article II, Section 2, and Article VI Sections 4 and 6 as follows:

Article II

SECTION 2 STANDING COMMITTEES

The Standing Committees of the Penn State Berks Campus Senate shall include the following:

- (a) Executive Committee;
- (b) Academic Affairs;
- (c) Faculty Affairs Committee;
- ~~(d) Intercollegiate Athletics~~
- (e) Physical Facilities and Safety Committee;
- (f) Strategic Planning and Budget Committee;
- (g) Student Life Committee.

Article VI

~~SECTION 4 INTERCOLLEGIATE ATHLETICS COMMITTEE~~

~~(a) Membership:~~

- ~~(1) Two faculty members from each Division shall be appointed by the Berks Executive Committee for a period of two years (with one faculty member serving as the Committee Chair)~~
- ~~(2) One undergraduate student senator from the Berks SGA;~~
- ~~(3) Faculty Athletic Representative to the National Collegiate Athletic Association;~~
- ~~(4) Director of Intercollegiate Athletics at Berks (non-voting);~~
- ~~(5) Senior Women's Administrator for Intercollegiate Athletics (if the AD is not~~
_____femal
e) Senior Men's Administrator for Intercollegiate Athletics (if the AD is notmale)
(non-voting);
- ~~(6) Two student athletes (one male and one female) on Berks varsity~~

athletics teams (who are also members of the Student-Athlete Academic Committee);

(7) Coach of one of the Berks varsity athletic teams (non-voting).

(b) Duties:

1. Responsible to the Berks Senate for all intercollegiate athletic programs at the Berks Campus as they relate to the University's academic and educational objectives.
2. Shall include all teams and individuals representing the Berks Campus with significant off-University activity.
3. Shall consider policies on eligibility of students for intercollegiate athletics; approve intercollegiate athletic schedules as they affect academic standards and distribute this approval to the University-wide Intercollegiate Athletics Committee; and help promote a sound academic climate for the intercollegiate athletic programs at Berks campus.
4. Shall meet with responsible administrators and others concerning the intercollegiate athletic programs at Penn State Berks that offer intercollegiate competition. It shall make a particular effort to seek the views of students participating in these intercollegiate athletic programs.
5. Shall serve also as an advisory committee to the Chancellor of the Berks campus on the operation of the intercollegiate programs.
6. Subject to the general authority of the Chancellor of Berks, it shall initiate new policies, or review existing policies, which govern these intercollegiate athletic programs. While these policies shall guide the Department of Intercollegiate Athletics _____ and administrators at Berks, the Committee shall not act in an administrative or executive capacity.
7. Shall develop recommendations to the Chancellor of the Berks campus on matters affecting the North Eastern Athletic Conference (NEAC), the other Penn State Division 3 campus athletic programs, the University-wide Intercollegiate Athletic Committee, the NCAA, and other national athletic governance bodies in which the University holds membership and shall work closely with the faculty representatives in establishing the University's formal vote to these organizations.
8. At the request of the Chancellor of the Berks campus the committee may consider other issues affecting the various athletic programs under the Chancellor's jurisdiction.
9. Shall report on its activities to the Berks Senate at least annually.

(c) Rules of Procedure:

The Intercollegiate Athletics Committee shall excuse all non-voting members of the committee prior to further discussion and voting.

SECTION 6 STUDENT LIFE COMMITTEE

(a) Membership:

1. Two (2) faculty from each division;

2. Faculty Athletic Representative to the National Collegiate Athletic Association.

3. One at large faculty (This position will be considered only after (1) is fulfilled and as needed);

4. Director of Student Affairs or representative, ex officio, non-voting;
5. One (1) student, appointed by SGA officers.

(b) Duties:

1. Review and make recommendations regarding policies on all aspects of student life in the Campus not specifically covered by other committees, including but not limited to:
 - a. career development and placement;
 - b. housing policies;
 - c. student conduct;
 - d. student organizations and clubs;
 - e. co-curricular activities; Berks Senate Standing Rules 18
 - f. athletics (*see #5, below*);
 - g. multicultural issues.
2. Make recommendations regarding the quality of student life and the functions of the Office of Student Affairs.
3. Work with the SGA when requested.
4. Serve in a consultative and advisory capacity to the Director of Student Affairs.
5. *Shall review with the Berks campus Director of Athletics annually all aspects of student athletic programs, including but not limited to intercollegiate and intramural athletics programs, scheduling of programs, eligibility for participation, impact of athletics on student life.*

Rationale

This amendment is recommended for the following reasons: to better and more efficiently use faculty member's time; to make service on Senate committees meaningful and purposeful; to respect the time and work of the Director of Athletics; and to continue on-going reviews of athletic programs as they affect the lives of students and the core mission of Penn State Berks.

(APPENDIX B)

Physical Facilities and Safety Committee

Charge 1 Report Fall Spring 2019

Charge 1: Review plans and make recommendations regarding construction, renovation, and physical development of the campus.

The Beaver Community Center renovation was officially approved by the Board of Trustees in Summer 2018 with a financial commitment and selection of the architecture group, Hastings & Chivetta and Atkin Olshin Schade Architects. The project is estimated to cost approximately \$26.6 million. Financial commitments have been made from the university, the Berks Student Activity Fee, and Housing and Food Services and is fully funded at this time. Development will continue to seek donations to further the project as needed based on the next planning phase of the project. Construction is planned to begin in spring of 2020 to conclude in December of 2021.

The architecture firms have met monthly with the community administrative steering committee and stakeholder groups from this past fall and will continue through next academic year. These efforts have thoroughly characterized the space needs from the building stakeholders. These stakeholder groups have been identified as Athletics, Kinesiology, Housing and Food Services, Special Events, and Student Users. Pool Anderson has been selected as the construction management team. The project goals have been finalized to 6 key items listed below:

1. Enhance student recruitment and retention
2. Increase visibility and quality of campus life, academics, and athletics
3. Promote interaction and wellness
4. Address academic, recreation, and athletic space needs
5. Meet needs of entire Berks campus community
6. Accommodate for future growth and potential program changes

Currently, the proposed plan would double the size of the existing building, with a total area of 75,000 sq ft. Three generalized space programs have been proposed, one with a walkway connecting Beaver to Perkins on the second floor, one that would include a significant portion of the space planning in that overpass, and one that would not connect the two buildings. All programs include the following updates and additions:

- An additional auxiliary gym
- A new dance studio/multipurpose room
- A new weight room
- A convenience store
- Additional dining shell space
- 1-2 additional classrooms
- Two new kinesiology labs (Biomechanics and Exercise Physiology)
- New office suites for both Kinesiology and Athletics
- A new athletic training suite
- New locker rooms for athletic teams, officials, and general use

- New bathrooms for general use
- Additional storage for Athletics, Student groups, Club sports, Kinesiology, and HFS

The next phase of renovation planning will fully evaluate the different design options with all stakeholders and project goals in mind over the next several months. This phase will include construction considerations such as utility management and budget assessments and may result in downscaling. While the current teams of stakeholders do characterize the current needs of the campus community, there has been discussion by administrators to plan for future growth for programs such as the new nursing program. This senate committee has recognized an additional need to add a future growth stakeholder to fully account for goal #6 listed above. This group should consist of representatives working on P3 efforts for new programs, such as Nursing, and Continuing Education who are constantly expanding their community offerings.

While the campus administration continues to focus renovation efforts toward the Beaver renovations, other necessary updates were made in the last academic year. These updates consisted of the mold mitigation in Thun Library where the HVAC and filtration systems were updated to reflect current industry standards for library buildings to avoid a repeat of the closures last January. In addition, the bathrooms fixtures and lighting in both Perkins and Janssen Conference Center were updated.

It has also been brought to the attention of the committee that full-time faculty do continue to share offices in all buildings across campus. This committee recommends that the campus adopt a policy to continue efforts to move all faculty to single occupancy offices. Faculty privacy needs are increasing in light of FERPA and research confidentiality concerns, and shared faculty offices are in direct violation to that academic privacy we strive to give our students.

Recommendations:

Given the above report, the Physical Facilities and Safety Committee recommends the following to be approved by the Berks Faculty Senate:

1. An additional stakeholder group representing future growth areas on campus be added to the Beaver Renovation team. This group should consist of faculty or administrative representatives from programs in the P3 stage as well as other areas of potential growth.
2. Penn State Berks should move towards single-occupancy offices for all full-time faculty to protect faculty and student confidentiality.

Report on Faculty Salaries, 2016-17

Penn State Berks College Senate

Strategic Planning and Budget Committee

Summary:

The following report on faculty salaries is provided by the Strategic Planning and Budget Committee. Faculty salary information is presented in comparison to other PSU colleges which we regard as our peer institutions within the Penn State system (Erie (Behrend), Harrisburg (Capital), Abington, Altoona, and the University College).

Here is the comparison of salaries by division/rank to peer institutions:

Division/ Rank	Science		HASS		EBC	
	2015-16	2016-17	2015-16	2016-17	2015-16	2016-17
Professor	3rd of 8	2nd of 8	4th of 10	9th of 10	N/A	3rd of 9
Associate	8th of 8	7th of 8	10th of 11	11th of 11	5th of 11	5th of 11
Assistant	5th of 7	4th of 6	9th of 9	N/A	N/A	N/A
Fixed Term	6th of 8	6th of 8	4th of 11	3rd of 11	8th of 11	7th of 11

Although future salary improvement efforts should focus on faculty achievement, the faculty (especially Associate and Assistant Professors) salaries at Berks remained at low levels compared to the other peer campuses. For example, the ranking of a Professor's salary in the HASS Division has decreased from 4th to 9th (out of 10), and that of an Associate Professor's salary in the HASS Division has decreased from 10th to 11th (out of 11). Although the salary of assistant professor in HASS Division is not available in the Benefits Tables (due to small sample size), based on faculty who volunteered the data, salary at Berks is lower than the last ranked campus.

The rankings of faculty (including those in the Science and EBC Divisions) have remained relatively the same.

As for part-time faculty salary information, compared to campuses in Berks County, and other PSU peer campus:

RACC: \$800/credit

Alvernia: \$825-\$1000/ credit (based on discipline)

Albright: \$850/credit

PSU Berks: \$850-\$1000/credit (based on experience and terminal degree)

Kutztown: \$48,000 lowest starting salary for temporary faculty (temporary status < 4 years)

PSU Altoona: \$1000/credit

PSU Abington: \$1150/credit

Strategic Planning and Budget Committee:

Colleen English (Science)	Ryan Hassler (Science)	Ada Leung (EBC, Chair)
Catherine Mello (HASS, Vice Chair)	Lisa Mikula (CFO)	Pauline Milwood (EBC)
Jayne Park-Martinez (P,R&A)	Holly Ryan (HASS)	Hartono Tjoe (At-Large)

Appendix: Data and Discussion

The University Faculty Senate compiles data on faculty salaries every year. This detailed data can be found at:

https://psu.app.box.com/files/0/f/3589773215/Senate_Faculty_Salary_reports

This report is based primarily on Table 14 of that overall data, which focuses on faculty from PSU Berks and other non-UP locations. **Drs. Colleen English, Catherine Mello, Pauline Milwood, Hartono Tjoe, and Ada Leung summarized this data as graphs and charts for this report.**

For each category, data given are the median salaries (mid-range salary of the group). This helps to avoid variation caused by one or two exceptionally high (or low) salaries.

It must be remembered that this data is problematic in several ways, which make accurate comparisons difficult:

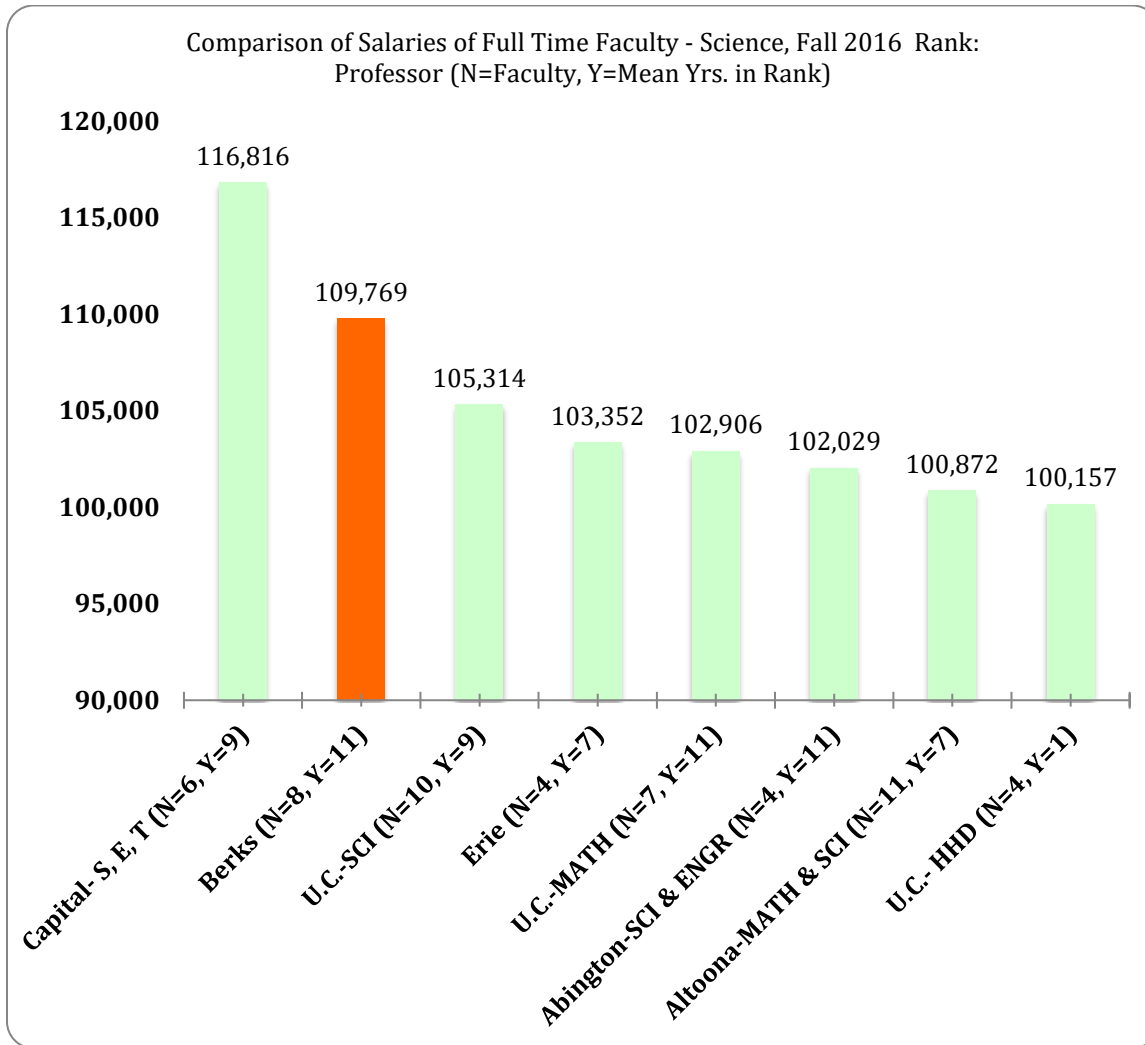
- Salaries of small groups of faculty are not reported, since this would make it too easy to identify individual faculty salaries. In some cases, low numbers mean data is not given for a particular rank (for example, full Professors in Science at Abington).
- Due to low numbers, salaries are reported only at the Division level. A breakdown by discipline is not given.
- Small groups also make it possible for one or two individuals to greatly change a group's reported median salary. For example, if two faculty members in a group of four retire and are replaced by new hires earning lower salaries, this could greatly lower the group average.
- Divisions contain different disciplines at different locations. This affects comparisons for all three of our divisions. In the case of our EBC division (Engineering, Business and

Computing), other locations often split business and engineering, and thus are not fully comparable. Similarly, our HASS division is compared to divisions including “Education and Human Development” (Altoona) and “English” (University College) as well as others which, like HASS, combine Humanities and Social Sciences. Our Science division, meanwhile, is compared to units such as Abington’s “Science and Engineering” division and the University College’s “Math” faculty.

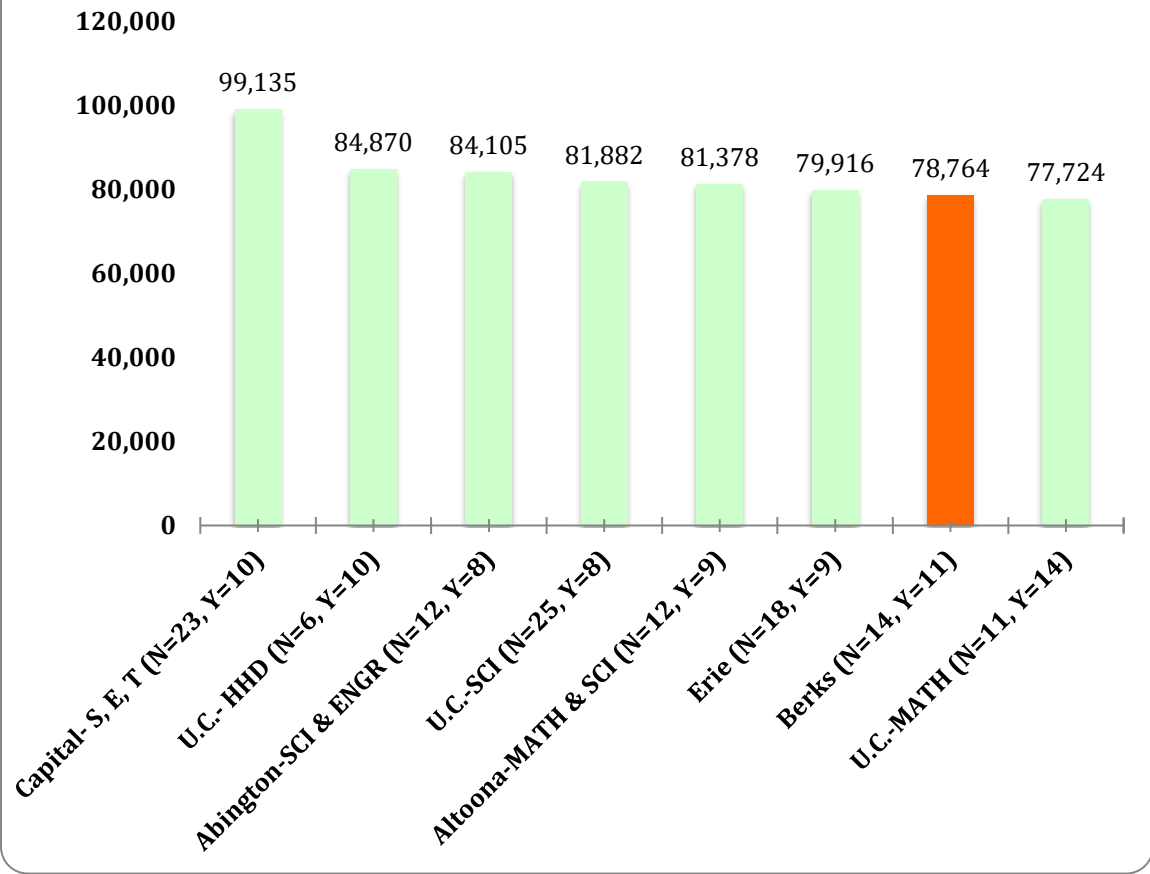
Despite these issues, we present the following charts and graphs as the best representation of the salary data we have available. In each case the number of faculty at each rank is given (N), as is the average number of years in rank for that group (Y). (Generally, we expect that more years in rank would mean higher salary.)

The three divisions of Berks College are presented below, with comparisons to peer institutions.

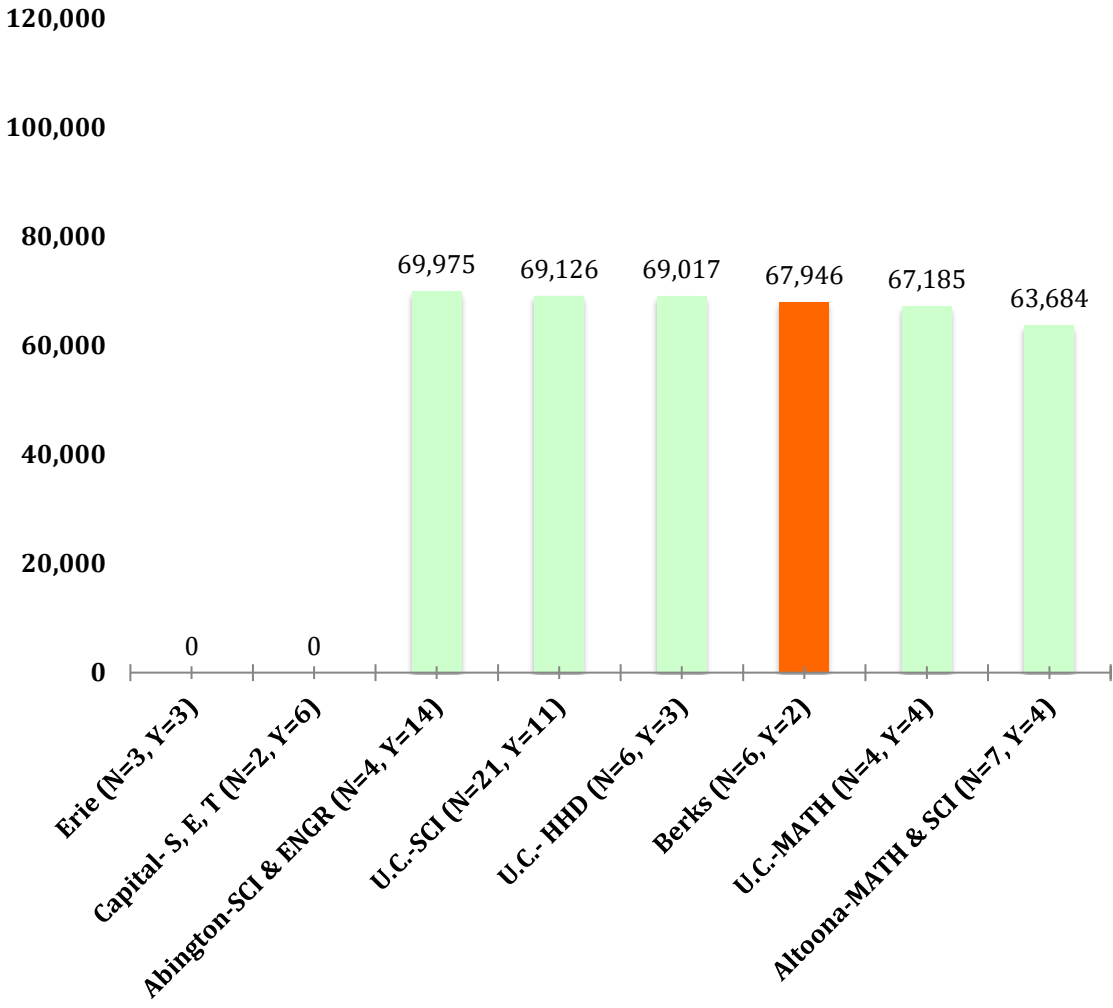
Division of Science – Comparison of Salary by Rank



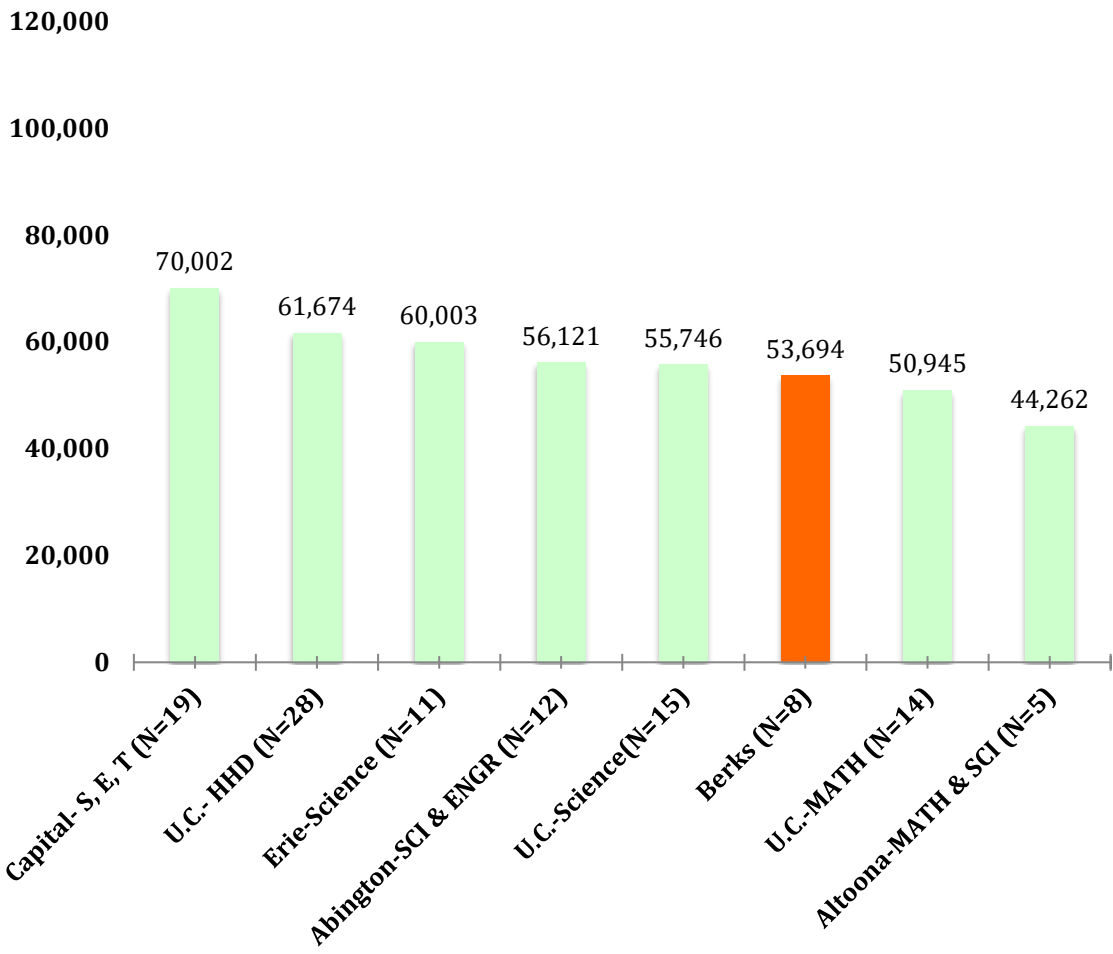
Comparison of Salaries of Full Time Faculty - Science, Fall 2016 Rank:
Associate Professor (N=Faculty, Y=Mean Yrs. in Rank)



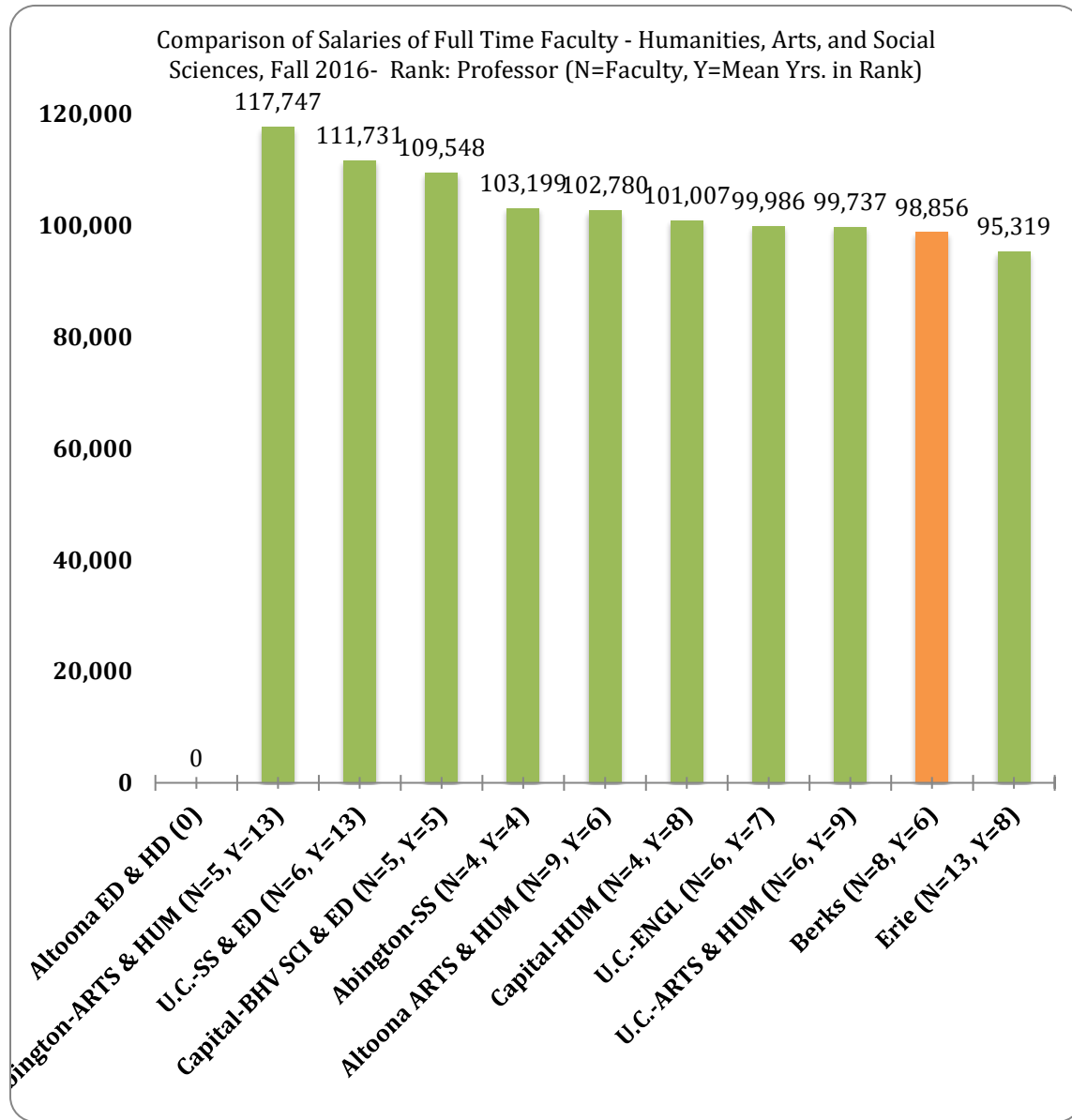
Comparison of Salaries of Full Time Faculty - Science, Fall 2016 Rank:
Assistant Professor (N=Faculty, Y=Mean Yrs. in Rank)



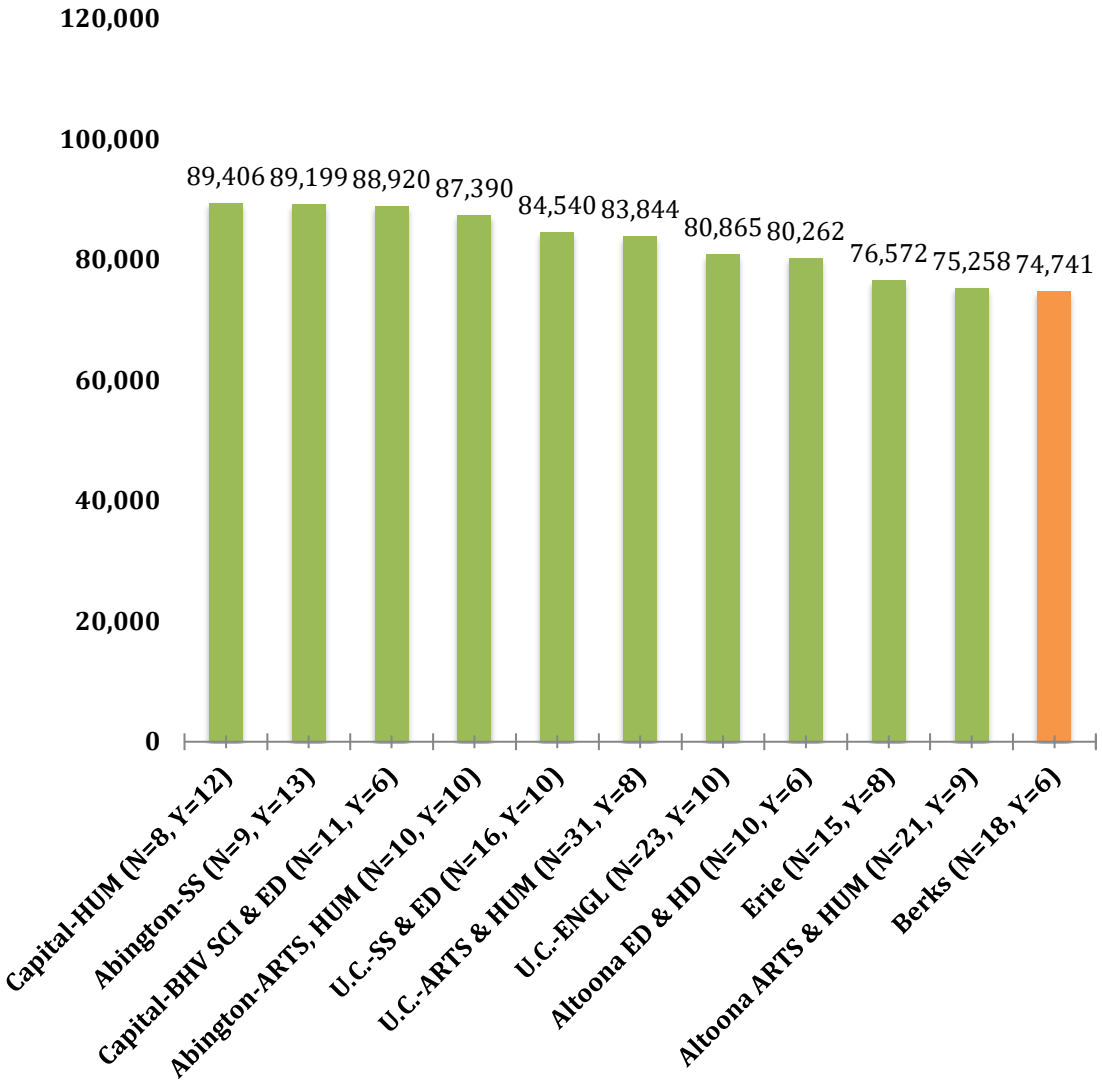
Comparison of Salaries of Full Time Faculty - Science, Fall 2016 Rank: Other
(N=Faculty)



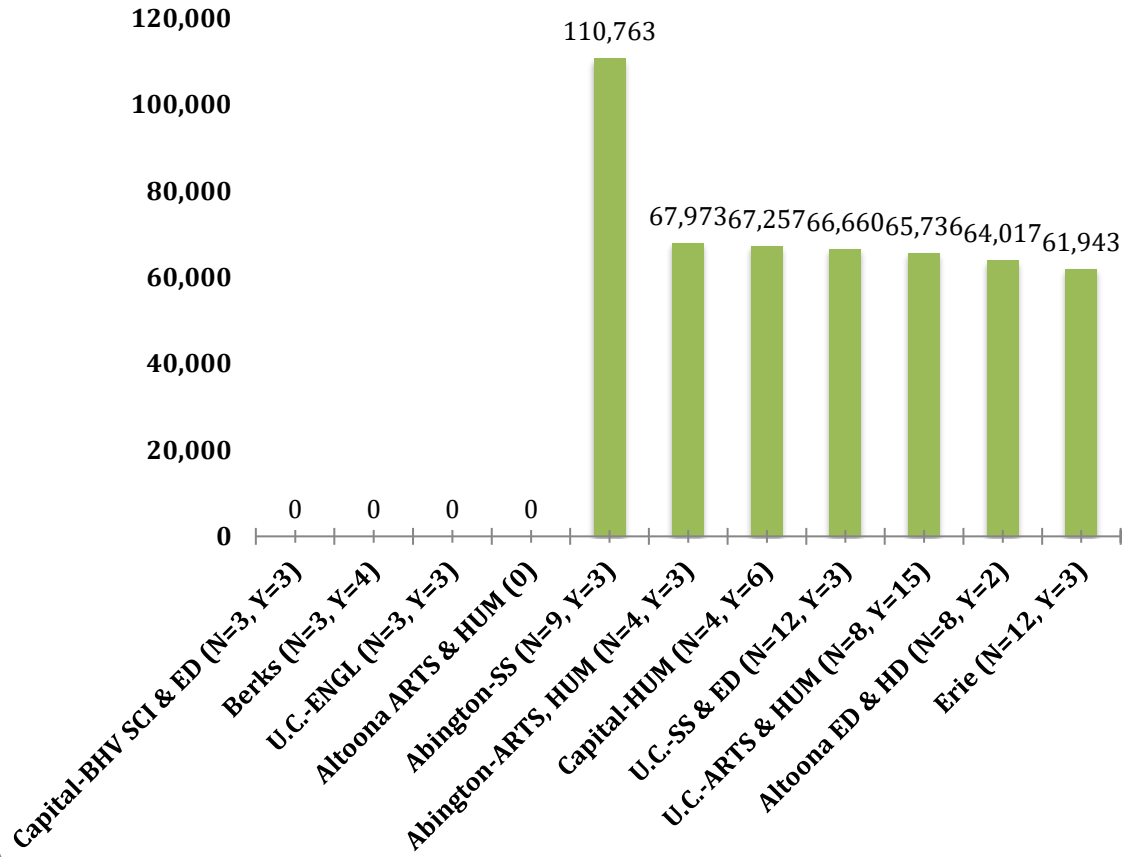
Division of Humanities, Arts, and Social Sciences



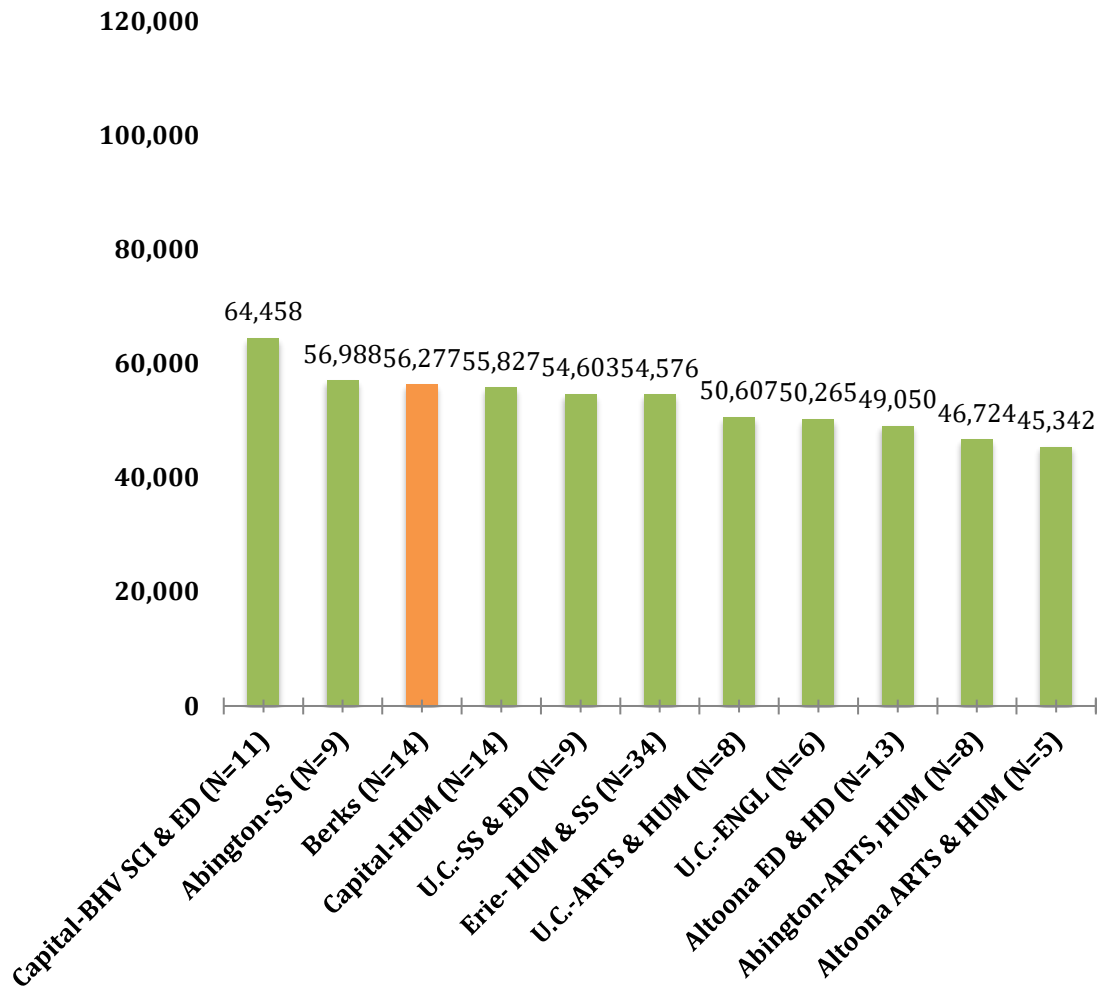
Comparison of Salaries of Full Time Faculty - Humanities, Arts, and Social Sciences, Fall 2016 - Rank: Associate Professor (N=Faculty, Y=Mean Yrs. in Rank)



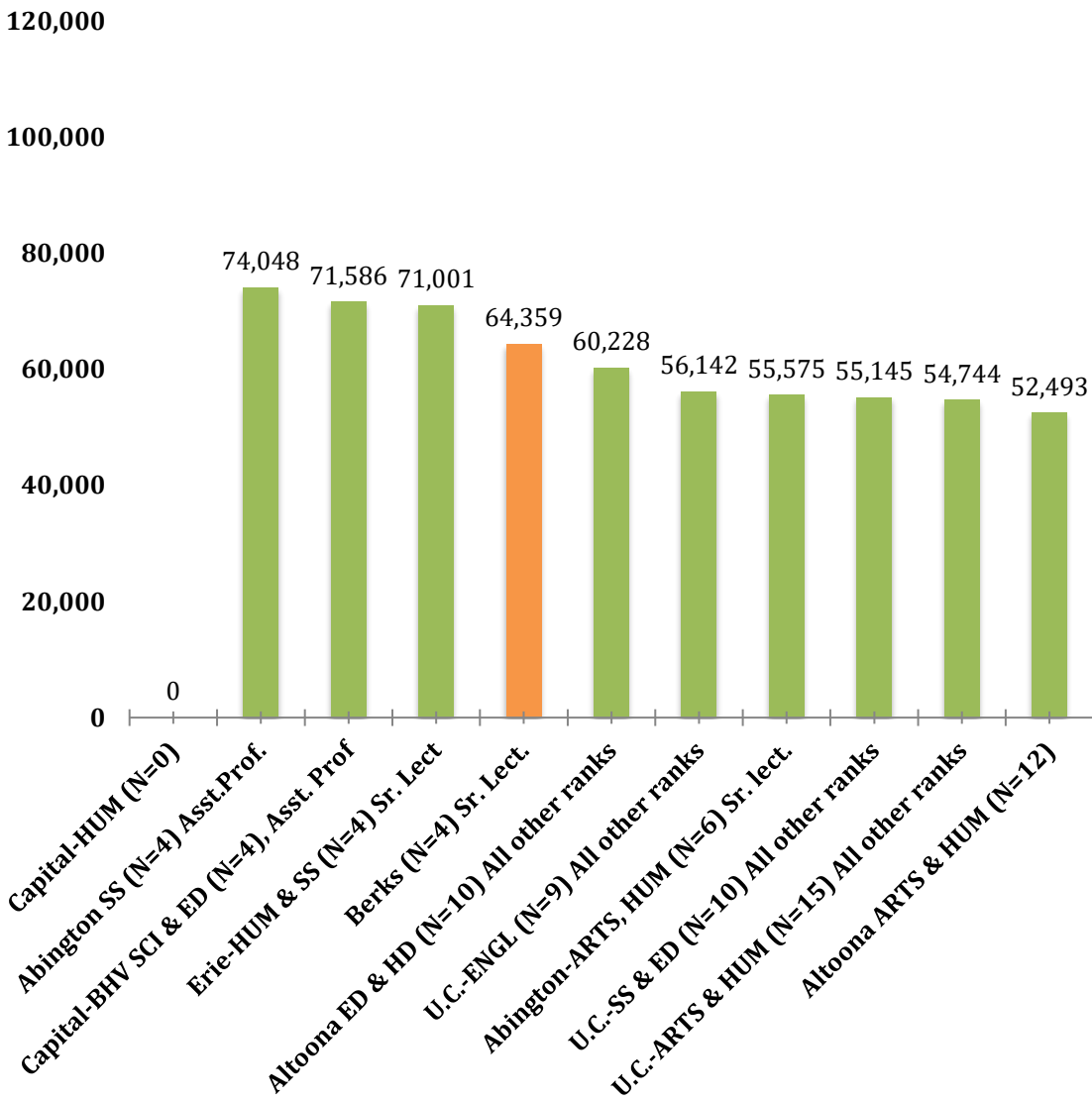
Comparison of Salaries of Full Time Faculty Humanities, Arts, and Social Sciences, Fall 2016- Rank: Assistant Professor (N=Faculty, Y=Mean Yrs. in Rank)



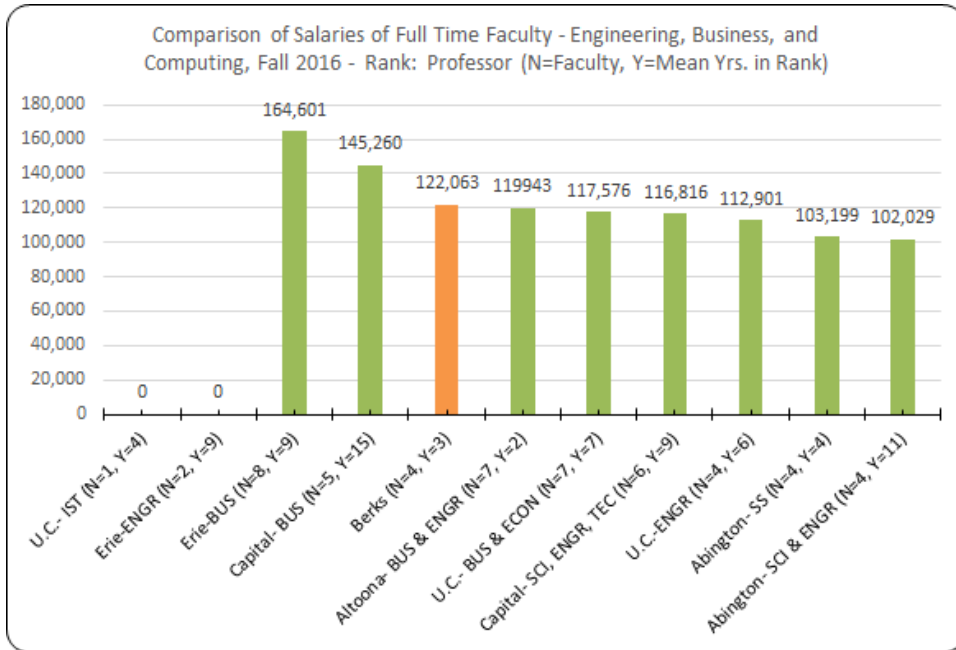
Comparison of Salaries of Full Time Faculty - Humanities, Arts, and Social Sciences, Fall 2016- Rank: Instructor(N=Faculty, Y=Mean Yrs. in Rank)

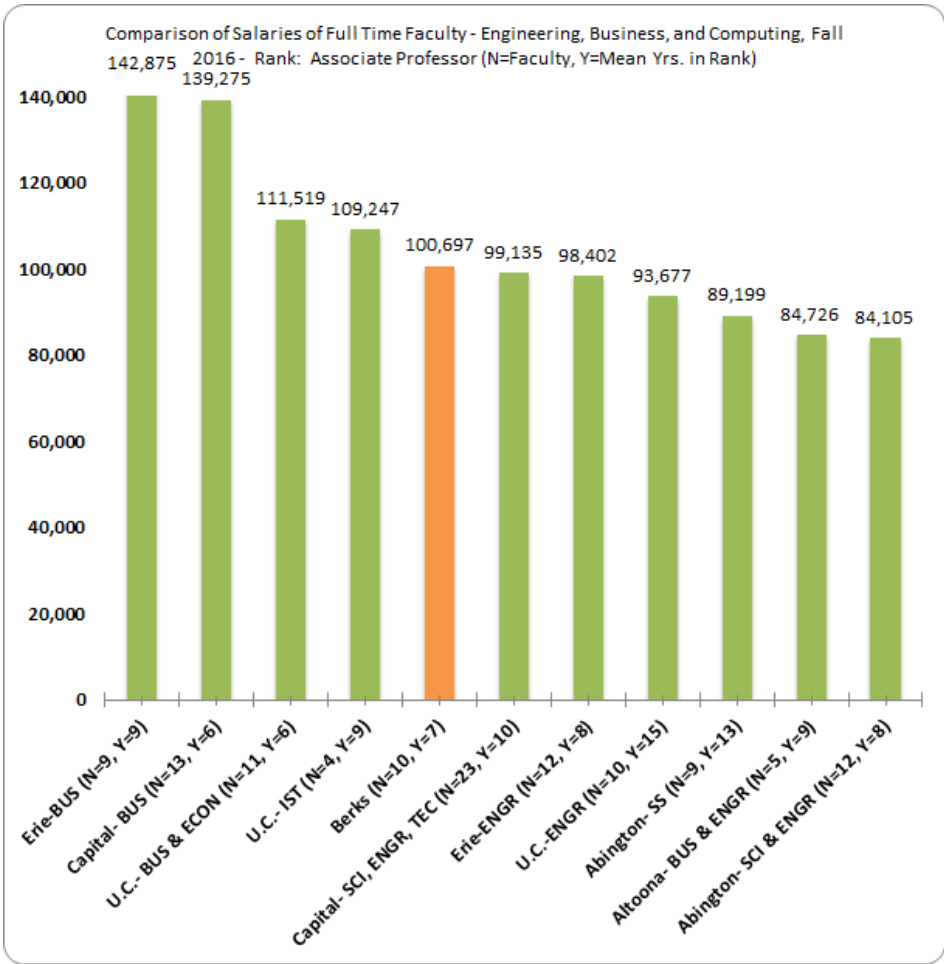


Comparison of Salaries of Full Time Faculty - Humanities, Arts, and Social Sciences, Fall 2016- Rank: Other (N=Faculty, Y=Mean Yrs. in Rank)

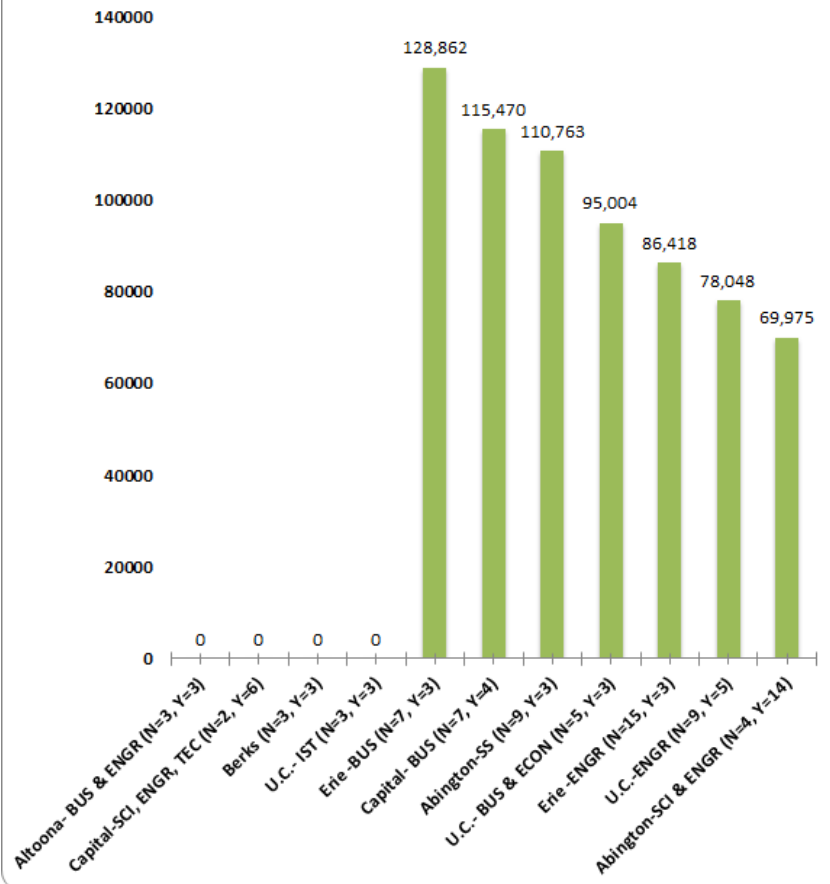


Division of Engineering, Business, and Computing

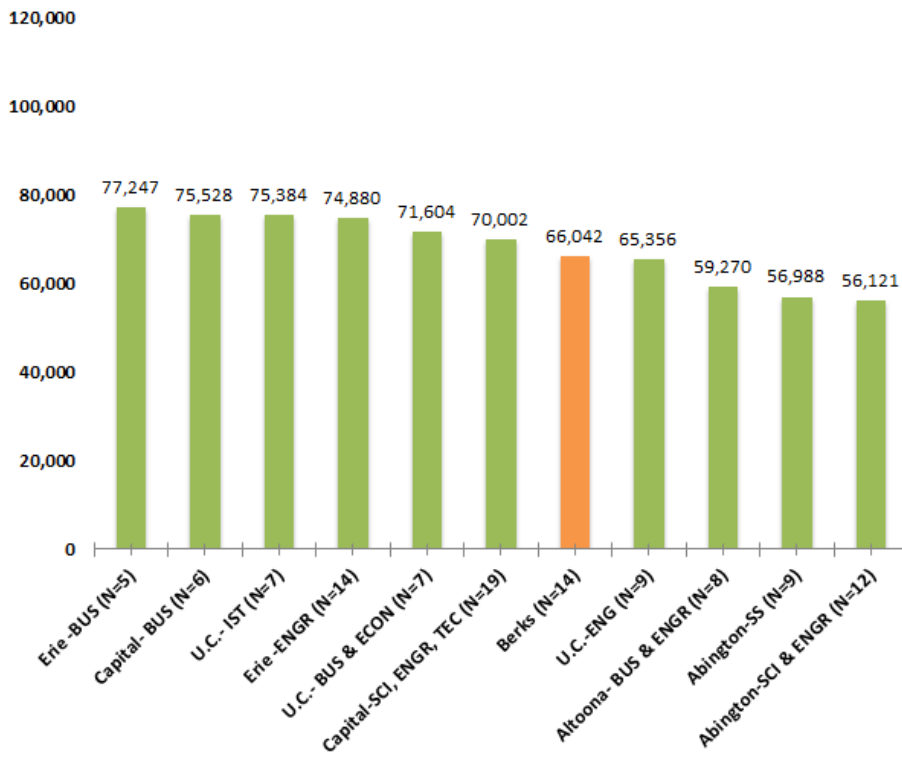




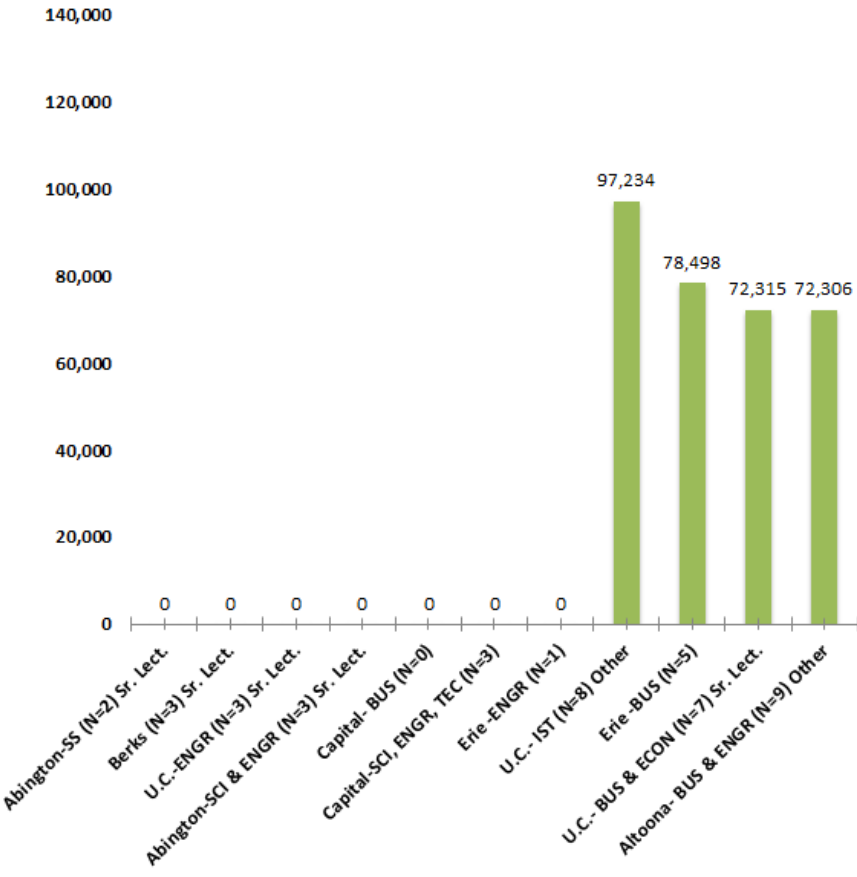
Comparison of Salaries of Full Time Faculty - Engineering, Business, and Computing,
 Fall 2016 - Rank: Assistant Professor (N=Faculty, Y=Mean Yrs. in Rank)



140,000 Comparison of Salaries of Full Time Faculty - Engineering, Business, and Computing, Fall
2016 - Rank: Instructor (N=Faculty)



Comparison of Salaries of Full Time Faculty - Engineering, Business, and Computing,
 Fall 2016 - Rank: Other (N=Faculty)



Salary Tables – Comparison by Year:

Division of Science

Science- Professor	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Capital- S, E, T	117,733	5	10	116,816	6	9
U.C.-SCI	108,198	11	11	105,314	8	11
Berks	107,820	8	10	109,769	8	11
Erie	102,978	5	7	103,352	4	7
U.C.-MATH	103,244	8	13	102,906	7	11
Altoona-MATH & SCI	99,675	11	7	100,872	11	7

Science - Associate	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Capital- S, E, T	97,376	24	9	99,135	23	10
Abington-SCI & ENGR	83,277	14	8	84,105	12	8
U.C.- HDD	82,836	9	9	84,870	6	10
U.C.-SCI	80,082	27	9	81,882	25	8
Altoona-MATH & SCI	81,009	13	8	81,378	12	9
U.C.-MATH	77,895	12	13	77,724	11	14
Erie	78,642	18	8	79,916	18	9
Berks	77,342	14	11	78,764	14	11

Science - Assistant	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Capital- S, E, T	.	3	5	---	2	6
U.C.-MATH	70,853	6	14	67,185	4	4
Abington-SCI & ENGR	69,048	5	10	69,975	4	14
U.C.-SCI	68,301	23	11	69,126	21	11
Berks	67,050	7	2	67,946	6	2
U.C.- HDD	67,469	6	2	69,017	6	3
Erie	64,890	5	4	---	3	3
Altoona-MATH & SCI	62,649	7	3	63,684	7	4

Salary Tables – Comparison by Year: Division of Humanities, Arts, and Social Sci.

HASS - Professor	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Abington-ARTS & HUM	115,146	6	14	117,747	5	13
Capital-BHV SCI & ED	109,089	6	8	109,548	5	5
U.C.-SS & ED	106,614	9	10	111,731	6	13
Capital-HUM	98,802	5	11	101,007	4	8
Berks	100,665	9	6	98,856	8	6
U.C.-ENGL	99,828	10	10	99,986	6	7
Altoona ARTS & HUM	100,481	8	6	102,780	9	6
Erie	96,953	12	8	95,319	13	8
U.C.-ARTS & HUM	97,317	7	8	99,737	6	9
Altoona ED & HD	---	1	4	---	0	-
HASS - Associate	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Capital-BHV SCI & ED	90,846	15	6	88,920	11	6
Capital-HUM	88,124	8	11	89,406	8	12
Abington-SS	85,662	9	12	89,199	9	13
Abington-ARTS, HUM	85,275	10	9	87,390	10	10
U.C.-ARTS & HUM	82,377	30	8	83,844	31	8
U.C.-SS & ED	82,080	17	9	84,540	16	10
Altoona ED & HD	79,119	11	6	80,262	10	6
U.C.-ENGL	79,119	25	10	80,865	23	10
Erie	78,003	13	9	76,572	15	8
Berks	74,754	17	8	74,741	18	6
Altoona ARTS & HUM	74,187	23	8	75,248	21	9

HASS - Assistant	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Abington-SS	88,151	10	2	110,763	9	3
Capital-BHV SCI & ED	75,038	4	3	---	3	3
Abington-ARTS, HUM	65,619	4	2	67,973	4	3
U.C.-ARTS & HUM	65,160	11	12	65,736	8	15
Capital-HUM	65,957	4	5	67,257	4	6
U.C.-SS & ED	65,331	13	2	66,660	12	3
U.C.-ENGL	.	2	3	---	3	3
Altoona ED & HD	63,945	9	1	64,017	8	2
Erie	61,997	16	3	61,943	12	3
Berks	60,143	6	4	---	3	4
Altoona ARTS & HUM	.	2	18	---	0	0

Salary Tables – Comparison by Year:

Division of Engineering, Business, and Computing

EBC - Professor	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Erie-BUS	161,528	10	8	164,601	8	9
Capital- BUS	109,089	6	8	142,260	5	15
U.C.- BUS & ECON	124,056	10	7	117,576	7	7
U.C.- IST	--	1	3	---	1	4
Altoona- BUS & ENGR	120,420	6	2	119,943	7	2
Capital- SCI, ENGR, TEC	--	--	--	116,816	6	9
Erie-ENGR	--	3	7	---	2	9
Berks	---	3	3	122,063	4	3
U.C.-ENGR	--	2	6	112,901	4	6
Abington- SCI & ENGR	100,391	4	10	102,029	4	11
Abington- SS	100,310	4	3	103,199	4	4

EBC - Associate	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Erie-BUS	140,382	9	8	142,875	9	9
Capital- BUS	137,057	12	6	139,275	13	6
U.C.- BUS & ECON	108,536	12	7	111,519	11	6
U.C.- IST	107,258	4	8	109,247	4	9
Altoona- BUS & ENGR	95,130	7	8	84,726	5	9
Capital- SCI, ENGR, TEC	97,376	24	9	99,135	23	10
Erie-ENGR	97,245	15	8	98,402	12	8
Berks	100,260	11	6	100,697	10	7
U.C.-ENGR	93,254	14	14	93,677	10	15
Abington- SCI & ENGR	83,277	14	8	84,105	12	8
Abington- SS	85,662	9	12	89,199	9	13

EBC - Assistant	2015-2016			2016-2017		
	Salary	N	Years	Salary	N	Years
Erie -BUS	126,855	8	2	128,862	7	3
Capital- BUS	113,481	9	3	115,470	7	4
U.C.- BUS & ECON	82,440	7	3	95,004	5	3
Erie -ENGR	84,753	16	4	86,418	15	3
Capital-SCI, ENGR, TEC	.	3	5	---	2	6
U.C.-ENGR	79,281	7	6	78,048	9	5
Abington-SS	88,151	10	2	110,763	9	3
Altoona- BUS & ENGR	78,219	4	2	---	3	3
Berks	.	3	2	---	3	3
Abington-SCI & ENGR	69,048	5	10	69,975	4	14
U.C.-IST	.	2	4	---	3	3

(APPENDIX D)
Strategic Planning and Budget Committee

Meeting Date: 1/25/2019, 12:15 – 1:15 PM

In Attendance: Ada Leung (chair), Catherine Mello (vice-chair), Colleen English, Lisa Mikula, Pauline Milwood, Holly Ryan, Hartono Tjoe

Absent: Ryan Hassler, Jayne Park-Martinez

Regarding to Charge #1:

A. Committee members updated charts and used the data from Faculty Benefits Tables for 2016-17 Faculty Salaries (obtained from PIR Office) to update the document of the Informational Report on Faculty Salaries at Berks.

B. Ryan Hassler investigated the rates of adjunct (temporary) faculty in Berks County:

RACC: \$800/credit

Alvernia: \$825-\$1000/ credit (based on discipline)

Albright: \$850/credit

PSU Berks: \$850-\$1000/credit (based on experience and terminal degree)

Kutztown: \$48,000 lowest starting salary for temporary faculty (temporary status < 4 years)

Mikula suggested that Berks should compare our adjunct rates with the local market, such as Alvernia, Albright, and Kutztown and our PSU peers, such as Altoona and Abington.

Altoona: \$1000/credit

Abington: \$1150/credit

PSU Berks: \$850-\$1000/credit

C. Regarding pay equity for summer courses, we obtained the pay scale and summer enrollment.

Wage of first summer course:

Enrollment	Wage rate	Wage
1-5	\$85/credit X enrollment	\$255 - \$1275
6-9	\$1000/credit	\$3000 (3-credit) \$4000 (4-credit)
10-24	1/36 annual compensation/ credit	\$5833 (3-credit)* \$7778 (4-credit)*
25+	Additional 1/36 annual compensation	\$7778 (3-credit)* \$9722 (4-credit)*

*Assume annual compensation is \$70,000

Assume a faculty's annual compensation is \$70,000. If s/he teaches a 3-credit summer course with 9 students, s/he will get \$3000. However, if the enrollment increases to 10, s/he will be paid at \$5833. The marginal increase in compensation at the 10th student is \$2800. Similar jump in summer wage if the number of students increase from 24 students to 25, \$5833 to \$7778. The marginal increase in compensation at the 25th student is almost \$2000. Similar jump in wage also occurs in a 4-credit course.

We got the summer enrollment information from Dave Bender in the past 3 years to investigate if “enrollment 9” and “enrollment 24” are widespread phenomena or not.

Year	2016	2017	2018
Number of courses	110	121	125
Number of courses with 9 students	2	5	10
Details of “9” courses	1 1-credit course 1 4-credit course	4 3-credit courses 1 4-credit course	4 1-credit courses 4 3-credit courses 2 4-credit courses
Number of courses with 24 students	8	5	7
Details of “24” courses	1 1-credit course 1 2-credit course 5 3-credit course 1 4-credit course	4 1-credit courses 1 3-credit course	5 1-credit courses 1 3-credit course 1 4-credit course

If faculty teaches a second summer course, s/he will be paid at \$1000 per credit hour. Therefore, s/he will get only \$3000 to \$4000. This deters faculty from teaching more than one summer course.

D. We recommend the Faculty Affairs Committee to follow up on the matter about assessment and pedagogical support for adjunct faculty, as they are paid based on teaching experiences and they are often ambassadors of programs/colleges. Jayne

suggested that the Office of Research, Planning and Assessment can help with the teaching assessment of adjunct faculty, including:

- Focus group(s) to determine the needs of the adjunct faculty.
- Faculty peer review (teaching observation, review of Canvas site, debrief with faculty, formal report—to be sent to the program coordinator).
- Depending on the results of the observation(s), additional support for adjunct faculty could be offered with respect to teaching, assessment.

Regarding to Charge #2:

There are three analytical approaches to data analysis that address questions about gender inequality on faculty salary:

1. Cross-sectional analysis: Conduct regression (using OLS and/or ML) with faculty's annual salary as dependent variable; using gender (female as dummy variable [DV], male as comparison variable), rank (Full, Associate, Lecturer as DV, Assistant as comparison variable), years in position, discipline ("Science," "Business, Engineering & Computing" as DV, and "Humanities and Social Science" as comparison variable), campus (Abington, Berks, Harrisburg, Erie as DV, and Altoona as comparison variable), number of credit hours generated, Ph.D. (coded as "1" or "0" otherwise), as independent variables.
2. In order to understand if credentials are weighed equally for both genders, we also request running the above analysis by gender, and test the coefficients for the credentials are weighed equally in both male and female equations, or if there are systematic differences, and how credentials are weighed differently among male and female faculty.
3. Longitudinal data analysis: Conduct multilevel model for change, which allows us to investigate the within-person (level 1) and between-person questions about change (level-2) in salary simultaneously. Using faculty's annual salaries of 2011-12 and 2016-17 as dependent variables, and the independent variables identified in #1, we would be able to answer these questions: 1) How does faculty's salary change over time? 2) Do faculty's salary trajectories of change vary by gender, controlled by other factors?

We are going to appeal to the PIR Office at UP about conducting the analyses on Berks's behalf. We recommend PIR Office to use HLM or MPlus, statistical packages that can be used to conduct multilevel model for change. The models will be estimated using maximum likelihood methods. We are going to get results of statistical tests of the fixed effects of the statistical models to understand the effects of gender (compared with other factors) on faculty's wage.

The committee will provide a list of references about the analytical plan upon request.

Regarding to Charge #4:

Lisa Mikula explained Berks's budget to the committee. Permanent budget pays for the faculty and other permanent positions. Temporary budget is generated from students' tuition at Berks. Enrollment has been down by 300 in 2018 calendar year, and the temporary budget is decreased by about \$3 million, approximately 40-50% decrease from the height in 2015. Temporary budget is used to pay a variety of expenses, including adjunct faculty in spring 2018, summer 2018, and fall 2018, FTL, supplementary income, maintenance, and operations (e.g. phones). The administration is operating with a limited amount of funds due to lower level enrollment. Budget administrations, including but not limited to, chancellor and division heads, are to make assessment about program needs and spending priorities. Although Berks have limited the expenses on group meals, we need other creative ways to control expenses as the decrease in budget is extensive.

To the extent that the committee does not have access to how funds from the temporary budget are allocated (and past allocation of these funds), as well as what reductions are already in place on these expenses, the committee cannot make more specific recommendations, but invites budget administrators to engage departments and faculty in dialogue to effect more targeted changes.

Apart from being vigilant about expenses, it becomes imperative to improve enrollment at Berks and be competitive in recruiting both traditional and transfer students and retaining them here. For future study, it may be fruitful to embark on assessing the productivity of dollars being spent on existing program/program-related activities, e.g., make faculty/staff aware of the return in dollars (or additional number of students) being invested in recruitment activities.

Next meeting - TBD