

**UNIVERSITY SENATE AGENDA**  
**EBERLY AUDITORIUM**

September 10, 2024  
3:45 – 5:00 p.m.

**Approval of Order**

- A. Approval of current agenda items and order
- B. Vice Chairperson Election

**Reports and Announcements**

**Appendix**

**Page(s)**

- A. President Driscoll
- B. Provost Luetkehans
- C. Chairperson Seal
- D. Vice Chairperson

**Standing Committee Reports**

**Chairperson**

- |   |               |   |   |
|---|---------------|---|---|
| A. Rules Committee                                    | Decker        |   |   |
| B. University-Wide Undergraduate Curriculum Committee | Sechrist      |   |   |
| C. University-Wide Graduate Committee                 | Moore/Gossett |   |   |
| D. University Development and Finance Committee       | McDaniel      |   |   |
| E. Academic Committee                                 | Dugan         |   |   |
| F. Awards Committee                                   | Paul          |   |   |
| G. Noncredit Committee                                | O’Neil        |   |   |
| H. Library and Education Services Committee           | Chadwick      |   |   |
| I. Research Committee                                 | Sciulli       | A | 2 |
| J. Student Affairs Committee                          | Benjamin      |   |   |

**Senate Representative Reports**

**Representative**

- |   |        |
|---|--------|
| A. University Planning Council                  | Moore  |
| B. Presidential Athletic Advisory Council       | Castle |
| C. Academic Computing Policy Advisory Committee |        |
| D. University Budget Advisory Committee         | Soni   |

**New Business:**

- Facilities Use Policy and Sign and Posting Policy revisions in Appendix B on page 3.

**Appendix A  
Research Committee  
Chair Sciulli**

**FOR INFORMATION:**

**Meeting Minutes – May 7, 2024**

Members Present: Valerie Gunter, Lorraine Guth, Bethany Jackson, Andrada Maicaneanu, Lisa Sciulli, Todd Van Wieren

**Small Grant Proposal Review:**

The were 10 small grants proposals and the decision was made to fund 9 proposals totaling \$15,173.

- Maryanne Benjamin
- Kimberly Desmond
- Stephanie Davis
- BA Harrington
- Richard Kemp
- Laura Knight
- Werner Lippert
- Eric Morschauser
- Diane Shinberg

## **Appendix B New Business**

### **FOR INFORMATION:**

#### **Senate Constitution:**

As a matter of expediency, occasionally it may be necessary for administrative personnel, during the normal exercise of their duties, to initiate or modify policies when there is insufficient time to present such matters to the University Senate for consultation. The initiators of such policies shall immediately give notification of their action to the University Senate chair and the chair of the Rules Committee. If it applies, notification shall also be given to the chair of the Senate committee within whose purview subject policy matters ordinarily fall. Such policies will automatically be included as new business on the agenda of the University Senate meeting immediately following such enactment.

#### **Policy Revisions During Summer 2024:**

An ad hoc committee led by Elise Glenn and Adam Jones developed revised versions of the Facilities Use Policy and Sign and Posting Policy during the summer of 2024. President Driscoll approved these policies during the summer and provided the University Senate Chair, chair of the Rules Committee, and chair of the University Finance and Development Committee with notification. These revisions are given below.

Indiana University of Pennsylvania  
POLICY STATEMENT

---

**Subject:** Facilities Use Policy

---

**Original Date Established:**

**Revision Date:** July 30, 2024

**Originating Office:** Administration and Finance

**President's Approval:**

*Paul Kelly* August 7, 2024

**Distribution Code:** A

**Date of President's Approval:**

---

- A. Purpose:** Indiana University of Pennsylvania ("University") is committed to maintaining a clean, aesthetically pleasing, healthy, and safe work, educational, and living environment in order to efficiently carry out its educational mission. This policy enables the University to control its buildings and grounds consistent with the IUP policies for use of facilities, which prohibits the use of University Property for purposes unrelated to the regular programs and activities of the University.
- B. Scope:** The scope of this policy applies to the use of IUP owned and managed facilities ("University Property") by all employees, students, guests, visitors, volunteers, and the general public.
- C. Definitions:**
1. "Camping" means the establishment of, or attempt to establish, temporary or permanent living quarters at any location on University Property other than University owned/operated residence halls, apartments, or other University managed housing; sleeping outdoors with or without bedding, tent, or similar device, structure, protection, or equipment; sleeping overnight in, on, or under any parked vehicle; and/or establishing or maintaining outdoors or in, on, or under any structure not designed for human occupancy, at any time, a temporary or permanent place for cooking, storing of personal belongings, or sleeping by setting up any bedding, sleeping bag, mattress, tent, or other sleeping equipment, or by setting up any cooking equipment that has not been approved through the appropriate University processes.
  2. "Commercial Speech" means advertisements, solicitations, or testimonials for goods or services, including distribution of commercial leaflets, flyers, handbills, or similar messaging.
  3. "Expressive Activity" includes constitutionally protected speech and assembly, including but not limited to oral presentations, demonstrations, marches, picketing, and leafleting.
  4. "Spontaneous Expressive Activity" includes Expressive Activity by a speaker on University Property where notice is not provided, nor request for use made through the online reservation procedure.
  5. "University Property" includes any building, land, or space, including, but not limited to, grassy areas, entrances and exits to campus, parking lots, sidewalks, paths, stairways, or platforms that are owned, leased, or otherwise controlled by the University.
  6. "University Operations" means all operations necessary to carry out the University's academic, health, safety, and administrative functions.
- D. Policy:** Any individual, group, or entity requesting to use any University Property must request use of the space through the online space reservation procedure. Spaces identified by the University President and the Vice-Presidents of Academic Affairs, Administration and Finance, Student Affairs, and University Advancement or their designee(s) may be identified as unavailable to be reserved.

For full consideration, space requests should be submitted ten (10) business days prior to the requested date(s) of use. Requests submitted fewer than ten (10) business days prior the requested date(s) of use may be denied.

No space requests will be prohibited on the basis of content, including Expressive Activity, as defined in this policy. Expressive Activities shall not unreasonably interfere with University Operations, undermine the protected speech of others, or present a threat of imminent harm to others or University Property. Any University decisions

concerning the prioritization of competing requests for space will be made based on a content-neutral determination of availability.

Any forms necessary for the appropriate use of a requested space must be completed prior to the request being approved. This may include, but is not limited to, a safety planning form, permits required by local municipalities or other legal entities, work orders associated with the request, and/or requests for other University services. Any costs incurred as a result of the event and services provided are the sole responsibility of the requesting individual, group, or entity.

**Spontaneous Group Exception:** The University encourages students and employees to use the aforementioned procedure for reserving a space on campus. Without prior notice, individuals and groups may assemble and engage in Spontaneous Expressive Activity provided that such activities do not result in violations of this policy or other laws or campus policies, including, but not limited to, interference with functions that occupy a given space with prior approval, and so long as they do not constitute a disruption to University Operations. All other aspects of this policy apply to spontaneous expression.

The requesting individual, group, or entity will be notified of approval or denial of the request within five (5) business days following submission of a completed request including all required forms and permits. If a request is cancelled by the requesting individual, group, or entity, the approver should be notified two (2) business days prior to the requested date(s) of use. Approved requests may not be transferred to a different individual, group, or entity.

The University reserves the right to deny access to any University Property or to relocate the request for reasons including, but not limited to, size of the event, number of participants, and other considerations which may impact safety and/or University Operations. Events that request amplified sound, or the use of a device or a collection of voices to increase the volume of sound, may be offered a location where the level of sound will not cause a disruption to University Operations or denied if no such location is available.

If the University denies access to a person or group and that individual or group alleges the denial was made on the basis of their identity or the purpose of use, the person or group is directed to appeal the denial to the Chief Diversity and Inclusion Officer in the Social Equity and Title IX Office. The Chief Diversity and Inclusion Officer or their designee will respond to the appeal as soon as practicable, but no longer than 48 hours after receiving the appeal. The decision of the Chief Diversity and Inclusion Officer (or designee) on appeal shall be final.

Events that employ the use of temporary structure(s) (i.e., tents, canopies, or other temporary structures used for shelter or transient housing) must receive prior approval and the requester must use the maintenance request procedures for IUP Facilities Operations to erect and remove the temporary structure(s).

Camping, as defined above, is strictly prohibited on any IUP campus. Camping may be permitted in extraordinary circumstances, such as times of natural disaster, when approved in writing in advance by the Office of the President or their designee.

- E. **Enforcement:** Any violation of this policy may constitute misconduct subject to disciplinary or legal action pursuant to the appropriate law and/or policy, including but not limited to, IUP Community Standards Policy, IUP Nondiscrimination Policy, or other IUP policies, PASSHE Board of Governors policies, applicable collective bargaining agreements, and/or local, state, or federal laws.



Indiana University of Pennsylvania  
POLICY STATEMENT

---

Subject: Sign and Posting Policy

---

Original Date Established:

Revision Date: July 30, 2024

Originating Office: Administration and Finance

President's Approval:



August 7, 2024

---

Distribution Code: A

Date of President's Approval:

---

**A. Purpose**

Indiana University of Pennsylvania's ("IUP") facilities are for the primary use by its students and employees in their efforts to access and advance the educational mission of IUP. The primary purpose of this policy is to ensure the appropriate use of space available for communication and to maintain an aesthetically pleasing campus environment, thereby balancing the need for and rights to effective and orderly communication, the maintenance of facilities and grounds, and other University operations. No information will be posted that is inconsistent with or in violation of laws or regulations of the Commonwealth of Pennsylvania, federal laws or regulations, or any municipal ordinances. This Policy is not intended to infringe upon free speech rights guaranteed by the United States and Commonwealth of Pennsylvania Constitutions or any other law or policy.

**B. Scope**

The policies and procedures provided herein apply to, but are not limited to, all IUP employees, students, volunteers, affiliated organizations, contractors, visitors, and the general public. This Policy applies to all IUP facilities and grounds, including the exteriors of all buildings, owned or leased. The responsible officer for overseeing this Policy shall be the Vice President for Administration and Finance or their designee.

**C. Policy & Procedures**

**1. General Policy**

Except for designated areas, IUP is not a public forum. Therefore, except in areas as permitted by this Policy, or pursuant to requests for limited business use as outlined in Section 5 of this Policy, nothing may be posted on doors, walls, windows, trees, or other surfaces on the campuses. Employees and students may post items regarding University business in University offices and on the outside of the doors of University offices, subject to IUP and departmental policies and guidelines. Employees, including student employees, may post items in University offices and on the outside of doors of University offices within Residence Halls, as permitted by this Policy and Housing guidelines. Department of Facilities Management employees and/or other appropriate IUP personnel will routinely remove all other such material.

**2. Bulletin Boards**

- The Building Manager, or their designee, is responsible for maintaining bulletin boards in buildings in accordance with this and other applicable policies, including IUP solicitation policies.
- Information posted on bulletin boards located within campus buildings must relate to the general purpose of the University and should be updated as necessary to ensure the information is timely and relevant. Materials that do not have an ending date may be removed.

- No interior bulletin board, which is set aside for specialized information, is to be used for posting information other than that for which the bulletin board is intended. Failure to abide by the guidelines may result in removal of the posted material.

### **3. Residence Hall Postings**

Any posting within the residential spaces of any Residence Hall must be made pursuant to the Housing guidelines and this Policy. No materials may be posted on or affixed to windows in residence spaces. See Appendix A for a list of all IUP academic, administrative, other office, and residential buildings and spaces.

### **4. Chalking**

Chalking is permitted only on sidewalks and other uncovered walkways. All chalking designs and messages must be made using water-soluble chalk.

### **5. Prohibited Locations**

- Exterior Locations: Postings, banners, other signage, and sidewalk chalking are not permitted in areas where they could be potentially dangerous, destructive, or difficult to remove. No materials may be displayed on the exterior surface of any IUP building, exterior pillars, breezeways or walkways, sidewalks, trees, plant life, light and lamp posts/poles, benches, trash receptacles, traffic control signs, or other existing permanent signs or posts unless otherwise indicated by this Policy. Requests for exceptions may be made in writing to the Vice President for Administration and Finance, or their designee, and are strictly limited to business use.
- Interior Locations: Postings, banners, and other signage, are not permitted in areas where they could be potentially dangerous, destructive, or difficult to remove. No materials may be displayed on the interior surface of any IUP academic, administrative, or other office building unless otherwise indicated by this Policy. Residential spaces within University owned/operated Residence Halls are subject to Housing guidelines. Employees may post personal materials in the interior of their assigned, non-shared office spaces.
- Placing materials on windshields of vehicles on campus is prohibited. The only exceptions are official IUP notifications on parking-related matters as approved through parking enforcement officers.

### **6. Violations**

- Violation of this Policy are subject to the laws and regulations of the Commonwealth of Pennsylvania, applicable federal laws and regulations, municipal ordinances, policies/guidelines of IUP and the Board of Governors of the Pennsylvania System of Higher Education.
- Violation of these provisions constitutes grounds for removal of the material and may subject violators to disciplinary process.
- IUP reserves the right to charge back the cost of removal of any posting material, banner or chalking, and any associated repairs to any entity or individual that violates this Policy.

**Appendix A**  
**IUP Buildings and Spaces by Category**

**Residential Spaces:**

- Delaney Hall, floors G through 3
- Northern Suites
- Putt Hall, floors 1 through 4
- Ruddock Hall, rooms G1 through G16 and floors 1 through 4
- Stephenson Hall
- Suites on Maple East, floors 1 through 4
- Suites on Pratt
- Wallwork Hall

**Academic Buildings:**

- Ackerman Hall
- Cogswell Hall
- Davis Hall
- Eberly
- Fisher Auditorium
- Johnson Hall
- Kopchick Hall
- Leonard Hall
- McElhaney Hall
- Memorial Field House
- Performing Arts Center
- Pierce Hall
- Sprowls Hall
- Stabley Library
- Stapleton Library
- Stouffer Hall
- Stright Hall
- Uhler Hall
- Waller Hall
- Wilson Hall
- Zink Hall

**Administrative Buildings and Office Spaces:**

- Breezedale Alumni Center
- Clark Hall
- S. W. Jack Co-gen Plant
- Crimson Cafe
- Delaney Hall, floor B
- Elkin Hall
- Folger Student Center
- North Dining Hall
- Putt Hall, floor G
- Robertshaw
- Ruddock Hall, rooms G17 through G52
- Suites on Maple East, floor G
- Sutton Hall
- Whitmyre Hall