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**University Senate**

**Professional Studies Building, 203A rm. 3**

**MINUTES OF MEETING**

**October 21, 2020 – Via Zoom**

**ATTENDANCE:**

**Presiding:** Dr. Christopher Shamburg, University Senate President

**DEPARTMENTS PRESENT:** A. Harry Moore, Darlene Britt; Accounting, Lukas Helikum; Biology, Ethan Prosen; Chemistry, Chitra Narayanan; Counseling Education, Grace Wambu; Criminal Justice, Bill Calathes; Early Childhood Ed., Basanti Chakraborty; Educational Leadership, Christine Harrington; Educational Technology, Tracy Amerman; Elementary/Secondary, Vanashri Nargund; English, Barbara Hildner; ESL, Anne Mabry; Finance, Zhimin Wang; Dept. of Earth & Environmental Science, Hun Bok Jung; Fitness, Exercise and Sports, Manuela Caciula; Health Sciences, Danny Schieffler; History, Jacob Zumoff; Latin American Studies, Virginia Ochoa-Winemiller; Library, Min Chou; Literacy Education, Michelle Rosen; Management, EunSu Lee; Marketing, Serdar Yayla; Mathematics, Gunhan Caglayan; Media Arts, Joel Katz; Dept. of Multicultural Ed., Vesna Radanovic-Kocic; Dept. of World Languages & Cultures, Redouane Khamar Music, Dance & Theatre, Amparo Fabra; Nursing, Donna Ho-Shing; Philosophy/Religion, Sabine Roehr; Political Science, Joseph Moskowitz; Physics, Chris Herbert; Psychology, Peri Yuksel; Sociology/Anthropology, Max Herman; Special Education, Zandile Nkabinde Women’s & Gender Studies, Jennifer Musial.

**DEPARTMENTS ABSENT:** African/Afro American Studies, Alumni, Jane McClellan; Art, Hugo Bastidas; Computer Science, Nan Wang; Economics, Ivan Steinberg; Fire Science, Walter Nugent; Professional Security Studies, Richard Cosgrove.

**SENATORS-AT-LARGE PRESENT:** Meriem Bendaoud, Deborah Bennett, Marilyn Ettinger, Venessa Garcia, Hanae Haouari, Fran Moran, Christopher Shamburg, Carol Shansky, Rubina Vohra, Yufeng Wei.

**SENATORS-AT-LARGE ABSENT:** Gloria Boseman.

**PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT:** Alison Maysilles, Debra McClary, Ruth Ortiz, Cynthia Vazquez.

**PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT:** none.

**STUDENT SENATORS PRESENT:**

**STUDENT SENATORS ABSENT:**

**STUDENT SENATORS-AT-LARGE PRESENT:** Ricky Cruz, Thyquel Halley,

Safa Mostafa.

**STUDENT SENATORS-AT-LARGE ABSENT:** Jacqueline Zhinin

University Senate Meeting

Date October 21, 2020

Location Zoom

Meeting # 2

Meeting called to order by President Shamburg at 2:05 PM

Agenda Items with motions and summaries of discussions

**I.** **Test of Zoom Voting**

The test was successful.

**II.** **Approval of Meeting Agenda**.

The Senate President made a motion to approve the agenda with a change to remove the action item Course Numbering and 500 Level Course Policy.

The motion passed by unanimous consent.

**III.** **Approval of the September 21, 2020 Meeting Minutes.**

The Senate President made a motion to approve the September 21,2020 minutes.

The motion passed by unanimous consent.

**IV.** **Announcements**

There was only one announcement: The Senate President congratulated all our University faculty, staff, and students for the positive Middle States Visit. He especially recognized Tracy Amerman, Sue Gerber, and Fran Moran for having led the effort as well as everyone who worked on the committees and all the employees of Ne Jersey City University. Fran Moran was asked to say a few words.

* **Fran Moran, Middle States Co-Chair:** On behalf of Tracy and Sue we wanted to thank publicly the steering committee and the amazing work they all had to do: Jodi Bailey, Allan DeFina, Michelle Rosen, Lourdes Sutton, Nurdan Aydin, EunSu Lee, John Melendez, Ben Rohdin, Denise Branchizio, Cheryl Swider, John Grew, Rosemary Tavares, Will de Veyga and Joe Moskowitz. They just did so much of the grunt work, gathering all the data and getting the self-study together. I’d also like to thank all of the volunteers that helped. I do not know how many were on the announcement call today when they read the results. However, one of the things that they talked about was just the overall support on the campus. The number of folks that showed up to all the Zoom meetings was impressive. It showed a campus that was engaged. They especially liked our commitment to student success. They said that came out very clear on every one of the Zooms that they attended. While we're not out of the woods yet, President Henderson sent an email around today outlining the next steps. This was huge. We are looking forward to getting final accreditation. The final word, probably, will be in January at some point.

1. **University Senate President’s Report**

* Motion to Appoint Donna Ho-Shing for Senate Secretary.
  + The motion passed by unanimous consent.
* Revised Biochemistry Program
  + Last meeting the Biochemistry program was approved, based on revisions of the calculus course. The proposers wanted to make the changes earlier but could not, due to glitches in CIM. There was a request to share the revised program for the record—it is linked. This was an information item.
* Riotto Award Nominations
  + Nominations are open for the Riotto Award until October 30, 2020. A description was sent on October 7, 2020.
* CIM Update
  + Complaints have been received from committee members and faculty about CIM. Generally, these are regarding providing feedback and making edits, two main features that need to be working well in the software to review and approve courses and programs.
  + The Senate President attended a meeting with Nurdan Aydin, Maria Lynn, and Jennifer Fitzgerald about it last week. It was very informative, and he sincerely thanked the people in the Provost's office for all the work that they are doing for CIM and beyond. Besides the user problems, the Senate President learned that the administration is having major issues with CIM regarding integration with the catalog and PeopleSoft. Furthermore, the vendor has been unresponsive.
  + There will be a larger meeting tomorrow, and chairs of several committees were invited. With these comprehensive problems and an unresponsive vendor, it is reasonable to consider possible alternatives to CIM. All possibilities will be mapped out tomorrow with a larger group. Should you have any ideas or suggestions, please email them to the Senate President before 10am tomorrow. Thanks.
* Report on Temporary Courses
  + As required, there were a long list of temporary courses that were reported. The link to the document was placed in the chat: <https://tinyurl.com/oct2020temp>
* Motion for Ad Hoc Committee to Develop the Faculty Handbook
  + The creation of an ad hoc committee is needed to draft a Faculty Handbook that will be based on the previous recommendations approved by the Senate. The committee will consult with the Union and the Administration and present a draft to the Senate by the February 2021 meeting. The committee shall have at least one faculty representative (but no more than two) from each college, one from the Library and one from the A. Harry Moore school. Should there be multiple nominees from one college, the Senate Executive Committee will determine the membership. Nominations will be accepted by the Senate Office until October 30th. Self-nominations are permissible. Please send nominations to: [senate@njcu.edu](mailto:senate@njcu.edu).

The motion passed by unanimous consent.

* Questions on President’s Report
  + There was a question regarding the status of an issue from the minutes. At the September meeting the Senate President was asked about the discussions regarding the resolution on Senate input on administrative evaluation. The Senate President had reported that at the recent May 2020 SACC meeting President Henderson said she would consult with the Board of Trustees on that issue, a response that she had given previously. The Senate President said that he would follow up with this the next time he spoke to her. The individual wanted to know what happened? The Senate President replied that he only had one brief conversation with President Henderson; it was during the Middle States visit, and it was not discussed. However, there will be a SACC meeting soon, and it will be on the agenda. There should be a report on this in the November meeting.

1. **Addendum to Accelerated Degree Policy Report** (Attachment/Information Item) ([Information Item](https://www.dropbox.com/s/m5c0fr2v499c2w5/ADDENDUM%20TO%20Ad%20Addendum%20to%20report%20Hoc%20Committee%20on%20Accelerated%20Degrees.docx?dl=0))

**Accelerated Programs State Comparison Chart** (Attachment/Information Item) ([Information Item](https://www.dropbox.com/s/91bonztmbuc0tco/Accelerated%20Programs%20State%20Comparison%20Chart.xlsx?dl=0))

1. **Motion on Policy for Accelerated Program**

(Postponed from September Meeting) (Attachment/Action Item) ([Action Item](https://www.dropbox.com/s/u02tlnvcatylty0/Policy%20for%20Accelerated%20Dual%20Degree%20Programs.docx?dl=0))

* Discussion
  + The discussion started with information about what peer institutions do, what their credit requirements are for getting a bachelors’ and a masters’ degree, their practices for double counting credits for undergraduate and graduate, and the use of summer courses to accelerate the work towards the degrees.
  + There was a case made to keep a standard of 120 credits for a bachelors’ degree and 30 credits for a masters’ degree in accelerated programs. A faculty member noted that 60 or 70% of our students graduate with a 3.0 GPA or higher, so a 3.0 GPA is a low level for a standard for admissions.
  + There was a discussion on the current practices of the NJCU Accounting Program. The issue of providing a quality education for students in an abbreviated format came up. Someone wanted to know if we are providing the same level of knowledge in a briefer period. A counter point was made that seat time does not necessarily equal quality education. Several people raised a concern that the educational policy is being driven by a revenue concern.
  + In support of the policy was the argument that these programs are designed for high achieving students, and departments can set up their own admissions policies to ensure rigor. The idea of not allowing AP credits for these programs was also discussed. The point implied in the Addendum was reiterated—these are not for every student and every department--these are standard guidelines for departments that want to develop these programs, and the departments still need to design these programs. The benefit is also that it broadens the array of options for students. Many of our high achieving students leave the institution. Joint programs can retain these students. The provost made the point that this would be about giving opportunities to our students and to think broadly about what institutions across the country are doing.
  + The SGA President highlighted that we have a unique student body, that many students are first-generation college, that many have two jobs, and many have demanding family obligations outside of the home. They should be congratulated for a high GPA over 3.0 and not looked at critically. He also challenged the Senate and faculty who claim that students are unprepared for advanced work to rise to the occasion and prepare them better and give them the tools to be successful.
  + Another speak reiterated that there was an equity dimension to this, that students who might not normally have access to a masters’ degree would have more opportunities. There were some final comments that this would cut quality for the sake of revenue.

The motion passed, 35:17.

1. **Committee on Instructional Technology**

* Communication Resolution

Approval of the resolution that an Online Learning Resource Hub be created and maintained in Blackboard, including those developed and supported by IT so that faculty have a centralized place to go for instructional needs. It is also recommended that a formal communication plan for sharing resources and information about online learning and teaching be developed and implemented. It is recommended that announcements or messages about online teaching and learning resources be sent no more than on a weekly basis unless there is an important reason for doing so and that the rationale regarding procurement, changes, and implementation of technology resources be shared.

The motion passed by unanimous consent.

* Professional Development Resolution

Approval of the resolution that New Jersey City University dedicate resources to hire staff who have the professional expertise to assist faculty with course design and with using effective teaching strategies for in-person, online, hybrid, and HyFlex courses. It is also recommended that a professional development plan, including course design, be developed and implemented immediately.

* + Discussion

Provost Jhashi had some comments regarding the transition in March and the available resources.

The hard work of the Informational Technology Department and the Online Learning Department was noted and broadly recognized by the Senate. The work of Jennifer Fox was specifically highlighted in discussion. She single-handedly ran the department during NJCU’s most fraught weeks of the pandemic crisis. The work of the Provost’s office was also commended in the transition to online learning.

The motion passed.

1. **Graduate Studies Committee**

* Approval of the MS in Business Information Systems ([attached](https://www.dropbox.com/s/aprs6cd7nm19c8y/MS%20in%20Business%20Information%20Systems%2010-2020.PDF?dl=0))

The motion passed.

1. **Planning, Development & Budget Committee**

* Report given, No Action Items ([attached](https://www.dropbox.com/s/k02cjvpdcpj5fr8/PD%26B%20Report%2010-21-2020.docx?dl=0))

1. **Faculty Fellow Initiative on Community Engaged Learning Presentation**

[**https://tinyurl.com/Faculty-Fellows-Presentation**](https://tinyurl.com/Faculty-Fellows-Presentation)

*During the presentation the Senate President extended the meeting by 15 minutes.*

* Dr. Jennifer Musial and Dr. Saul Petersen, co-facilitators
* Discussion
  + It was noted that nine senators present were current or former Faculty Fellows involved in the work on civic engagement.
  + The University President’s Higher Education Organization works on civic engagement initiatives, and the President is the chair of the board.
  + Highlighted that the Initiative works on the brand of being a university that supports the community and vice versa.
  + The work of the committee and the future endeavors were shared with the Senate.
  + The facilitators were commended for the great work that has been done and that there is anticipation of a future charge for the Senate.

The Senate President called for the meeting to be adjourned, which was seconded.

The meeting was adjourned at: 4:15pm.

Respectfully Submitted by:

Dr. Donna Ho-Shing, Secretary

**Attachment # 1** Addendum to Accelerated Degree Policy Report

**Attachment # 2** Accelerated Programs State Comparison Chart

**Attachment # 3** Motion on Policy for Accelerated Program

**Attachment # 4** PD&B Committee Report