



University Senate
Professional Studies Building, Room 336; Extension 3459

MINUTES OF MEETING **October 12, 2015**

ATTENDANCE:

Presiding: Dr. Joseph Riotto, University Senate President

DEPARTMENTS PRESENT: A. Harry Moore, Harriet Phillip; Accounting, Jeanette Ramos-Alexander; Art, Brian Gustafson; Biology, Ethan Prosen; Chemistry, Robert Aslanian; Computer Science, Mort Aabdollah; Criminal Justice, Bill Calathes; Early Childhood Ed., Regina Adesanya; Educational Leadership & Counseling, Susan Phifer; Educational Technology, Chris Carnahan; Elementary/Secondary, John Bragg; English, Joshua Fausty; Finance, Rosalyn Overton; Fire Science, Anthony Avillo; Fitness, Exercise and Sports, Amy Rady; Geography/Geoscience, Deborah Freile; Health Sciences, Gail Gordon; History, Jason Martinek; Library, Min Chou; Management, Wanda Rutledge; Marketing, Melissa M. Martirano; Mathematics, Freda Robbins; Media Arts, Kathryn D'Alessandro; Modern Languages, Grisel Lopez-Diaz; Dept. of Multicultural Ed., John Klosek; Music, Dance & Theatre, Amparo Fabra Crespo; Nursing, Gloria Boseman; Philosophy/Religion, Sabine Roehr; Political Science, Joseph Moskowitz; Professional Security Studies, Richard Cosgrove; Psychology, Patrice Dow-Nelson; Sociology/Anthropology, Max Herman; Special Education, Patricia Yacobacci; Women's & Gender Studies, Jacqueline Ellis.

DEPARTMENTS ABSENT: African/Afro American Studies; Alumni, Jane McClellan; Economics, Ivan Steinberg; ESL; Latin American Studies; Literacy Ed., Fran Levin; Physics, Chris Herbert;

SENATORS-AT-LARGE PRESENT: Cindy Arrigo, Deborah Bennett, Natalia Coleman, Marilyn Ettinger, Siyu Liu, Robert Prowse, Joseph Riotto, Michelle Rosen, Rubina Vohra, Timothy White.

SENATORS-AT-LARGE ABSENT: Audrey Fisch; Leonid Rabinovich.

PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT: Betty Gerena, Queen Gibson,

PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT: Asheenia Johnson, Cynthia Vazquez.

STUDENT SENATORS PRESENT: Richard Pastrana, Leman Kaifa, Jeniyah Wilkins

STUDENT SENATORS ABSENT:

STUDENT SENATORS-AT-LARGE PRESENT: Alvert Hernandez, Corinne Reilly-Ferretto, Arijean Feliciano, Ana Pena.

STUDENT SENATORS-AT-LARGE ABSENT: None.

University Senate Meeting Minutes
University Senate Meeting #1 for AY 2015-2016
Monday, 12 October 2015, Gothic Lounge (H202)

Senate President, Dr. Joseph Riotto, called the meeting to order at 2:05 PM

I. Clicker System Test: Performed with 36/42 logging in.

II. Approval of Agenda

Motion made and seconded to approve agenda.

Motion made and seconded to amend the order of the agenda to add comments by Dr. Donna Farina after Senate President's report

Amendment approved

Amended Agenda approved

III. Approval of Minutes

Motion made and seconded to approve the minutes.

Motion made and seconded to amend the minutes to include the names of the leaving student representatives to Standing Committees.

Amendment approved

Amended Minutes approved

IV. Announcements

President Riotto made the following announcement and referred Senators to the back of the agenda for additional announcements.

- A. October is National Cyber Security Awareness Month! Please look for and read through information on this year's NCSAM themes.
- B. Remember that Tuesday, October 13th begins registration for the Spring 2016 semester.

V. University Senate President's Report

- A. The Separation of Counseling Program from the Department of Educational Leadership and Counseling is moving as scheduled. The document is currently in the Senate Planning, Development and Budget Committee.
- B. The requested movement of the Economics Department, which is currently in the College of Arts and Sciences to the School of Business, would need to follow the same "re-alignment or movement" approval path. Adhering to the established requirements would be supportive of the Senate processes and perceived favorably by the Middle States accreditation body as an exhibit of shared governance.
- C. Reminder: All standing committee reports need to be processed through the University Senate Executive Committee before they can be presented to the main Senate floor.
- D. The following have been elected chairpersons on Senate Committees:
 - 1) Committee on Instructional Technology: Dr. Leonid Rabinovich

- 2) Curriculum & Instruction Committee: Drs. Erin O'Neill and Michelle Rosen have agreed to co-chair this committee
- 3) Elections Committee: Dr. Chris Carnahan
- 4) Student Affairs Committee: Dr. Joyce Wright
- 5) Faculty and Professional Staff Affairs: Dr. Natalia Coleman

Please forward the names of any additional elected chairpersons to Donna in the Senate office.

- E. Reminder: we would like to have the meeting schedules for the C&I and Graduate Studies Committees.
- F. Alvert Hernandez has given us names of students to serve on the Senate Standing Committees.

Motion and seconded to appoint the following:

- 1) Academic Standards Committee – Amber Vaughn
- 2) Committee on Instructional Technology – Corey Brumfield
- 3) Curriculum & Instruction Committee – Corinne Reilly-Ferretto
- 4) Elections Committee – Harold Daniels III
- 5) Faculty & Professional Staff Affairs Committee – Andrea Giraldo
- 6) Graduate Studies Committee – Bernadette Schery
- 7) Planning, Development & Budget Committee – Arijean Feliciano
- 8) Student Affairs Committee – Mustafa Abdelrazeq

Motion approved. The student members were appointed to their respective standing committees.

- G. Reminder: new programs and changes to programs need to be processed thru the Senate.
- H. The Senate Executive Committee is charging the Planning, Budget and Development committee regarding campus security regarding any initiatives, plans, or updates we might have in event of an emergency on campus.

However, it would be beneficial for the Public Safety Department to take the initiative, if they have not already done so, regarding:

- 1) Training for faculty and staff
- 2) What plans would be in place if we do have intruders or other unwelcome individuals that would provide issues on campus

At this time the Senate Office will request to see if plans have been update, including an update on the Critical Incident Response Team.

VI. Comments by Dr. Donna Farina – Read by Dr. John Collins

- A. The reconfiguration of the Dean's search committee by the administration is a demonstration of cynical dismissal of real shared governance. The Senate ad hoc committee worked effectively to create an elected Dean search committee structure to conduct searches fairly. The revised guidelines respected traditional search processes at NJCU and gave the administration the choice of the final candidate from numerous candidates in an enlarged short list. We reached out to members of the administration for input in the spirit of collaboration. However, they refused to dialogue with us or

provide us with input into our revision prior to senate approval. Then the guidelines were drastically altered by SACC. The guidelines approved by the Senate have now been further compromised by the issuance of a new guidance document last week by the Senate Executive Committee. This new document has unknown authors. It contains misleading language, lacking precision, about who exactly is eligible for election to the committee. Why should this new document which has been approved by no one have any authority at all? I am amazed that the administration apparently has so little faith in its faculty and its professional staff that they do not trust us to run a fair Dean's search process. Two motions are needed. First, to revise the dean's search guidelines so that they are in line with what the Senate already approved and second to reject any authority of the new document issued last week.

B. Discussion of the comment included the following:

- 1) The role of the search consultant that will be hired to assist in the Dean's searches. The Board of Trustees approved up to \$100,000. The search consultant will have nothing to do with how members are elected to serve on the committee. The consultant will work with the committee to:
 - a. Help surface candidates who are not otherwise looking
 - b. Help engage in a professionalized search
 - c. Help with marketing materials
 - d. Help with outreach.The consultant will not be there to dissuade the committee or filter applications. Having a consultant allows the committee to have a very widespread reach. Advertisement will be shared with the campus community. EEO/AA guidelines will be followed.
- 2) Constitutional procedure for changes to proposals accepted by the senate. Do changes made by SACC need to come back to the Senate body for approval? Short answer is no. Comments about shared governance were made. The SEC acts as the Senate representatives at SACC meeting. Results of SACC discussions are a compromise between SEC and Administration. Concerns were expressed about misunderstandings of the process. A flowchart of the process was recommended.
- 3) The possibility of the Senate body passing motions that require substantive changes to approved documents (proposals, policies, etc.) be brought back to the senate floor before the SEC "signs off" on the changes. Whether it was a good idea to limit the SEC's authority to negotiate on the Senates behalf was discussed.

The Parliamentarian ruled that the constitution has no provision for items to be brought back to the senate floor from SACC and attempting to counter that could be going against the intent, if not the wording, of the constitution.

It was discussed that the ruling applied if an agreement had occurred in SACC. However, if an agreement has not been achieved in SACC, then it was

suggested that there is no apparent reason that suggested motion would be inappropriate.

VII. Elections Committee: Search Committees for Deans – Dr. Chris Carnahan, Chairperson

- A. The following individuals were elected to serve on the search committee for the Dean of the School of Business
- 1) Five members from the School of Business
 - a. Michael Cole, Marketing Department
 - b. John Donnellan, Management Department
 - c. Rosilyn Overton, Finance Department
 - d. Jeanette Ramos-Alexander, Accounting Department
 - e. Wanda Rutledge, Management Department
 - 2) One member from the College of Arts and Sciences
 - a. Rubina Vohra, Economics
 - 3) One member from the College of Education
 - a. *Empty*
 - 4) One member from the College of Professional Studies
 - a. Kathleen Rennie, Professional Security Studies
 - 5) Two members from the Staff or Professional Personnel
 - a. Betty Gerena, Asst. to the Chair, Computer Science
 - b. Asheenia Johnson, Program Coordinator Office of Grants

Discussion of whether the Economics Department is located in CAS or SoB occurred. The question of whether the Board of Trustees has approved the change was brought up. There was no definitive answer was available.

Motion and seconded to proceed with the election
Motion passed

- B. The following individuals were elected to serve on the search committee for the Dean of the College of Arts and Sciences
- 1) Five members from the College of Arts and Sciences
 - a. Hanae Haouari, Chemistry Department
 - b. Bob Prowse, Music Dance Theater
 - c. Jason Martinek, History
 - d. Robert Aslanian, Chemistry
 - e. Sabine Roehr, Philosophy
 - 2) One member from the School of Business
 - a. *Empty*
 - 3) One member from the College of Education
 - a. Susan Phifer, Educational Leadership
 - 4) One member from the College of Professional Studies
 - a. Jeanne Ruggiero, Nursing Department
 - 5) Two members from the Staff or Professional Personnel
 - a. Sarah Ambrose-Roman, Executive Asst. to the Dean

b. Asheenia Johnson, Program Coordinator Office of Grants

Motion and seconded that Senate Executive Committee be charged to fill any empty seats on the committees and not need to seek the approval of the full body.

Motion passed. The SEC will find individuals to fill the empty seats on the committees.

Reminder to the SEC to be very conscious of EEOC and diversity requirements when filling the vacancy.

Question: When we can hear about the Administration's appointees to the committees.

Answer: Soon after we hear the final election results. Provost will pass along to Senate President

See attachment #1 for complete list.

VIII. General Education Executive Committee Report - Dr. Joshua Fausty, Director and Dr. Barbara Hildner, Chairperson

A. The presentation was an update on the current status of the General Education program including:

a. Class statistics

i. Currently have 41 Tier 1 courses, 39 Tier 2 courses.

ii. Spring

1. 66 sections of Tier 1 and 32 sections of Tier 2.

2. 20 sections Creative Process and Production

3. 35 sections Language, Literary and Cultural Studies

4. 51 sections Social & Historical Perspectives

5. 19 sections Scientific and Quantitative Inquiries

b. Still looking for Course proposals for Tier 1 and 2.

c. Especially need Tier 3 capstone course proposals

B. Proposal for Reconfiguration of General Education committee structure (action item)

In January 2016, the committees established by the Senate in Spring 2014 are set to sunset. The proposal (from the General Education Executive Committee) is to replace those committees with two Senate Standing Committees: General Education Curriculum Committee (GECC) and General Education Committee for Assessment and Policy (GECAP).

There is one exception to senate policy in the proposal. The proposal staggers membership. Half of the members for these committees will be elected for 1 ½ year terms, while the other half will be elected for 2 ½ year terms.

Please see attachment #2 for details.

Discussion: This proposal would create standing committees with accordance to the constitution. This is not meant to be a constitutional amendment. The constitution does allow for the addition of new standing committees. Election of members will be in a November meeting of the senate

Motion and Seconded to approve the General Education reorganization proposal from the General Education Executive Committee.

Motion to amend to direct the SEC to adhere to the proposal on the Gen Ed structure at SACC and if there are substantive changes to bring those back to the full senate for approval. Whether something is substantive is to be left to the Senate Executive Committee

Discussion of the amendment.

The nature of substantive changes discussed. Confidence in the SEC was brought up and discussed. Whether the amendment facilitates or hinders the SEC's ability to negotiate in SACC was discussed. Use of clickers in SACC suggested. This motion may not be appropriate. If there is disagreement then the issue goes to the board of Trustees for final decision.

Amendment not approved

Motion passed. The proposal will move on to SACC.

Another request for volunteers to the Assessment Teams to assess the signature assignments. Final deadline Thursday 15 October, 2015.

Motion and second to extend the meeting
Meeting extended 15 minutes

IX. Online Course Cap Sizes – Dr. David Chiabi (Dr. William Calathes)

- A. Referred to minutes of May 7 2012 specifically that the FPSA committee proposed that any cap sizes for a single course could be negotiated between the Dean and the Chair of the department for one semester and that any increases in any caps for a following semester or across the board for the whole university must be brought back to the Senate for approval. The Senate passed/accepted this proposal. The concern is that cap sizes were increased in the Summer, specifically the online courses. This is a substantive change.

Please see attachment #3 for details.

Discussion: Did SACC approve the procedure? This is a Senate procedure so it may not have needed to go to SACC. The course approval form is missing class size. This is already on the agenda for SACC to be reintroduced soon. The interaction of Union activity and Senate activity were discussed. Provost only wants to negotiate once on the topic. Impact of changing class size is negotiable, Class size is not negotiable. Course proposals don't indicate online vs. face-to-face. Concerns about whether anyone was

consulted before the course sizes changed expressed. Student questions: Who decides what the class sizes are and where is the language?

Answers to Student question: Is there language on class size already or is it being revised? Until recently there was a recommendation from the proposer of the course. When a course is proposed it includes some sense of how big it should be. That language should be back soon.

Answers to Student question: If there isn't currently language because it was removed. Who would be in charge of forming that and how would it be gauged? SACC is in the process of returning the language.

- B. Motion and seconded to table to next meeting.
Tabled until next meeting

Motion to Adjourn made and Seconded.
Motion passed.
Meeting Adjourned by President Riotto at 4:23 PM

Respectfully submitted,

Ethan Prosen, Ph.D.
Secretary of the University Senate

attachments

- #1 List of Elected members to the Dean's search committees
- #2 General Education Executive Committee Report to Senate - Dr. Joshua Fausty and Dr. Barbara Hildner
- #3 Page from the University Senate Meeting Minutes 5/7/12