



Jersey City, New Jersey 07305-1597

**University Senate - P336 – X3459**

## **MINUTES OF MEETING**

**March 5, 2012**

### **ATTENDANCE:**

**Presiding:** Dr. Joseph Riotto, President University Senate

**DEPARTMENTS PRESENT:** A. Harry Moore, Harriet Phillip; Alumni, Jane McClellan; Biology, Ethan Prosen; Business Administration, Michael Cole; Chemistry, Ken Yamaguchi; Criminal Justice, William Calathes; Early Childhood Ed., Regina Adesanya; Economics, Ivan Steinberg; Educational Leadership & Counseling, Yumiko Agawa; Educational Technology, Cordelia Twomey; Elementary/Secondary Ed., Lois Weiner; English, Alina Gharabegian; ESL, Anne Mabry; Fire Science, Kevin Malley; Fitness, Exercise and Sports Dept., Cheryl Swider; Geography/Geoscience, Nurdan Aydin; Health Sciences, Lilliam Rosado; History Department, Jason Martinek; Library, Min Chou; Mathematics, Freda Robbins; Modern Languages, Aisa Said-Mohand; Dept. of Multicultural Education, Donna Farina; Music, Dance & Theater, Marc Dalio; Nursing, Denise Branchizio; Philosophy/Religion, Sabine Roehr; Physics, Alberto Pinkas; Political Science, Joseph Moskowitz; Psychology, Patrice Dow-Nelson; Sociology/Anthropology, Max Herman; Special Education, Carol Fleres; Women's & Gender Studies, Catherine Raissiguier.

**DEPARTMENTS ABSENT:** African/Afro American Studies, David Mulumba; Art Department, Dennis Raverty; Computer Science, Thomas Liu; Latin American Studies; Literacy Ed., Jeanette Parsons; Media Arts, Vera Dika; Professional Security Studies, Bill Soo Hoo;.

### **SENATORS-AT-LARGE PRESENT:**

Deborah Bennett, Basanti Chakraborty, John Collins, Christopher Cunningham, Jack Egan, Marilyn Ettinger, Robert Golinski, Rosamond Hooper-Hamersley, Karen Ivy, Joseph Riotto, Rubina Vohra, Patricia Yacobacci.

**SENATORS-AT-LARGE ABSENT:** None

**PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT:** Betty Gerena, Bette Goldstein

**PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT:** Martha Behman, Cynthia Vazquez

**STUDENT SENATORS PRESENT:** Jane Sepulveda

**STUDENT SENATORS ABSENT:** Corrado Devincenzo, Ivy Barnes, Genesis Nunez

**STUDENT SENATORS-AT-LARGE PRESENT:** Ernesto A. Espin

**STUDENT SENATORS-AT-LARGE ABSENT:** Michael Faivush, Maria Gomez, Aurora Estavez

**University Senate Meeting Minutes**  
**University Senate Meeting #6, For AY 2011-2012**  
**Monday, March 5, 2012, Gothic Lounge**

The President, Dr. Joseph Riotto, called the meeting to order at 3:02 p.m.

- I. A motion was made to approve the University Senate meeting agenda.** The motion was seconded and unanimously approved.
- II. A motion was made to approve the Senate meeting minutes** of the February 6, 2012 Senate meeting. The motion was seconded and the minutes were unanimously approved.
- III. Announcements:**  
President Riotto read the following announcements:
  - 1) The Office of the Dean of Students would like to extend to the campus community an invitation to celebrate the beginning of Women's History Month at a Luncheon here in the Gothic Lounge (H202) on Tuesday, March 6, 2012 at 12 pm. Mrs. Lillian Hernandez, Executive Director for Dress for Success, will be the keynote speaker at the event. For information and dates of all the events celebrating Women's History Month, please see the e-mail dated February 23, 2012 or call X3525.
  - 2) Sponsored by the Music, Dance & Theatre Department, NJCU proudly presents ***Done to Death*** – Thursdays through Saturdays March 1 – 3 and 8-10 7:30 p.m. in the Margaret Williams Theatre. For more information, please call X2017.
  - 3) Brendan Cameron, a managing director with JP Morgan, will be featured in NJCU's new lecture series, "NJCU Graduate Business Programs Present Wall Street Perspectives at Harborside-2012," tonight at 7:00 p.m. at the University's off-campus site at Harborside Financial Center. For more information you may contact Bette Goldstein at X3321.
  - 4) NJCU Iron Chef Cooking Competition for Faculty, Staff and Administration, will take place on Wednesday, March 6, 2012. For more information, please call Robert Quinones at X3585.
  - 5) SAVE THE DATE: NJCU's open house will be held on SATURDAY, APRIL 21st 9 a.m. – 1 p.m
  - 6) NJCU proudly presents Mark Nuccio Clarinet with Gary Hammond, collaborative piano on Monday March 19<sup>th</sup> at 7:30pm in Ingalls Recital Hall with Free Admission.
  - 7) SAVE THE DATE for Memoir and Yoga: Practicing Self-Awareness presented by Dr. Edvige Giunta on Tuesday, April 3, 2012.

Dr. Riotto referred the Senate to the back of the meeting agenda for additional announcements.

#### IV. University Senate President's Report

- 1) NJCU has been named one of the nation's top 25 public colleges and universities serving Hispanics by *Poder Hispanic Magazine*. Reported in the magazine's February/March 2012 issue, the designation was based on a combination of an institution's *U.S. News & World Report* ranking, the *Hispanic Outlook* analysis of college degrees earned by Hispanics, and Hispanic-Serving Institutions (HSI) status. See the e-mail from NJCU News sent February 15, 2012 for more information.
- 2) BOARD OF TRUSTEES has approved NJCU's Handbook for Doctoral Programs at its meeting on February 27, 2012. The approved document will be posted on the Senate website.
- 3) The Faculty and Professional Staff Affairs Committee is still accepting "Nominations for Emeritus Faculty" status. The deadline for submission is March 15, 2012. If you have any questions about the process, you may e-mail Dr. Audrey Fisch at [afisch@njcu.edu](mailto:afisch@njcu.edu). For more information see the e-mail from Vice President Bruno sent February 3, 2012.
- 4) Dr. Riotto noted changes to memberships on two standing committees:
  - a) The Senate Executive Committee appointed Grisel Lopez-Diaz to the Academic Support and Services Committee to replace Renata Moreira, who left NJCU.
  - b) Mr. Ernesto Espin, identified by Michael Faivush, SGO president, will fill the remaining term of Mr. Mack Do as the student representative on the C&I committee.

The Senate voted unanimously to confirm each appointment. Each will serve out the remainder of the term of the representative being replaced.

#### V. University Senate Standing Committee Reports

- a) **Curriculum and Instruction Committee – Chris Cunningham, Chairperson**

Dr. Cunningham provided the following report for informational purposes:

##### **Approved February 16, 2012**

College of Professional Studies: Fitness, Exercise and Sports Department

##### ***Sports Officiating***

3 credit 200-level elective course

***Pre-requisites:*** FES 124 and FES 190

##### ***Catalog Description:***

The course will provide the student with insight into the field of sports officiating from the viewpoint of participants, the official, and the public/media. Various sports and officiating strategies will be presented throughout the semester. Students will gain an increased knowledge and appreciation of the different aspects of sports.

**b) Graduate Studies Committee – Dr. John Collins, Co-Chairperson**

Dr. Collins reported Graduate Studies Committee approval of the following courses at the February 13 meeting for action by the Senate:

***ECSP Curriculum and Program Development I (ECE 620) (3 cr.)***

Prerequisites: None

Through an integrated approach, planning and implementation of appropriate curriculum and instruction including the use of technology, inclusive practices, and modifications, for culturally and linguistically diverse students is emphasized. Teacher candidates observe various educational approaches for preschool children with special needs.

***ECE Assessment: Primary Grades (ECE 607) (3 cr.)***

Prerequisites: None

Teacher Candidates learn to use ongoing assessment for planning primary grade programs that respond to the needs, interests, and abilities of all children in diverse, urban classrooms and enable them to analyze children's progress. Consideration is given to alternative assessment that will benefit children with special needs.

The Senate voted to approve each course.

Dr. Collins reported that the committee had modified the proposed new course approval form with spaces to indicate 700, 800, and 900 level courses.

**c) Planning, Development and Budget Committee – Dr. Alberto Pinkas, Chairperson**

Dr. Pinkas provided a summary of the Planning, Development & Budget Committee's report, ***Analysis of the FY2009 to FY2012 Budget***, the response to the charge made to the committee on December 6, 2011 by the president of the Senate. The full report is available on the Senate website. Also posted are comments and corrections made by the Vice President of Administration. Dr. Pinkas stated that his report has been updated with the corrections.

Dr. Pinkas summarized the committee's findings as follows:

- 1) At the end of the first quarter a surplus of approximately \$776,000 for the period ending June 30, 2012 was estimated.
- 2) Tuition revenue from graduate students was under the budget by approximately \$ 1.2 million and fee revenues by \$165,000.

- 3) Tuition revenue from undergraduate students was projected to be \$630,000 higher than budget. Fee revenues were projected to be \$169,500 higher than budget.
- 4) State Direct Appropriations were budgeted at \$26,056,000 and State Supported Fringe Benefits at \$20,225,000. Budgeted State Direct Appropriations decreased by \$3,087,000 from FY2010.
- 5) During FY2012, salary expenses are expected to increase by \$2,594,335 and non-salary expenses by \$10,633,891.
- 6) Adjunct faculty salaries would be around \$300,000 over the budget by the end of Spring 2012.
- 7) Payments on the University debt will be \$9,508,620 (\$3,123,751 in principal and \$6,384,869 in interests).
- 8) Between 2007 and 2010, the number of managerial administrators increased by 11.9% and the number of non-managerial administrators by 70.4%. That represents approximately \$ 9.0 million in salary expenses in FY2012. The number of faculty decreased by 2.4%, a reduction of approximately \$577,812 in salary expenses in FY2012.
- 9) The number of administrators increased 60 times faster than the number of students. NJCU has the largest ratio of administrators per faculty and administrators per FTE students among the sister state institutions.
- 10) The increase in the number of adjuncts is related to sabbatical leave replacements and the increase in the number of sections offered by the university.
- 11) NJCU is the only institution in NJ with a decrease of students from 2010 to 2011. The number of graduate students has been decreasing since 2003.
- 12) Not having a Provost seems to result in a lack of focus about where to concentrate our efforts and a final arbiter who can decide about the best distribution of resources according to clear institutional goals.

The committee made the following recommendations:

- 1) Further analysis of employment patterns at NJCU.
- 2) A review of the procedures followed to grant sabbaticals to include Chairs and Deans in the process.
- 3) A review of the budgetary impact of the current and proposed General Studies Program.

- 4) An analysis of the revenue lost by class cancellations to determine if the tactic of reducing expenses by means of cancelling classes will not result in an even greater loss of revenue.
- 5) The creation of a task force, with members of the Graduate Studies and UPBD committees working with representatives of the departments, colleges, and the administration to study the current situation regarding graduate enrollment and propose a series of steps to remediate it.
- 6) The involvement of departments in the budget process and the proper training of faculty and staff on the use of GothicNet.
- 7) A better and more consistent use of historical data in the budgeting process.
- 8) A better coordination of admission strategies with resource allocations.
- 9) A better system for record keeping, data management and accountability.
- 10) Reallocation of resources in support of the academic division and departments to invest in the diversification and rejuvenation of academic programs.
- 11) Scheduling over a 2 or 3 semester period.

Discussion of the report included the following comments:

- One of the factors in the decline of graduate enrollments is the impact of withdrawal of school district support for New Pathways due to budget cuts.
- We should examine whether or not our programs and courses meet the needs of students. The most job growth and opportunity is projected to be in fields such as Engineering which are expensive to support.
- There are negative perceptions about NJCU as a quality institution. We should be soliciting more grants to build quality programs.
- The resolution regarding review of the new General Education proposal by the C&I committee did not preclude following the process for new programs, including review by the Planning, Budget and Development Committee. The proposal should follow the process established for all new programs. After discussion, it was agreed that the C&I Committee proceed with its review which has already begun, then to the Planning, Budget and Development Committee.
- Vice President Aaron Aska is on the agenda of the next Senate meeting, but stated that he is not planning a direct response to the PB&D report. His planned presentation is similar in format and content to the report he has presented in previous years, including a statement about the current situation and foreseen fiscal challenges.

The motion was made to request that Vice President Aska respond to the Senate on the financial aspects of the PB&D report. The motion was amended to invite senior administration to respond to the report at the next Senate meeting. The amended motion was passed, 28 for and 1 against.

## **VI. Old Business**

The Senate was asked to review and approve the revised course approval form. Once approved, it will be effective for all new course proposals that have not yet been entered into the approval process. The office of the VP of Academic Affairs requested that the library be added to the notification list; it was recommended that the office send a formal request to the committee to make the change. University Registrar Miriam Laria pointed out the need for a revised form for temporary course approvals to match the new permanent course approval form. The motion to postpone approval of the form to the next meeting was defeated, 7 for and 18 against. The form was approved by the Senate subject to addition of the library in the notification list, 21 for and 3 against.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting was adjourned at 5:09 PM.

Respectfully submitted,  
Bette Goldstein