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**University Senate**

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

**MINUTES OF MEETING**

**October 17, 2016**

**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, Bumjung Kim; Computer Science, Mort Aabdollah; Criminal Justice, Bill Calathes; Counseling Department, Dennis Lin; Early Childhood Ed., Regina Adesanya; Educational Leadership, Adele Macula; Educational Technology, Chris Carnahan; Elementary/Secondary, Vanashri Nargund; English, Joshua Fausty; Finance, Rosalyn Overton; Fire Science, Patrick Boyle; Fitness, Exercise and Sports, Amy Rady; Earth & Environmental Science, Deborah Freile; Health Sciences, Gail Gordon; History, Jason Martinek; Library, Min Chou; Literacy Education, Mary McGriff; Management, Wanda Rutledge; Mathematics, Freda Robbins; Modern Languages, Alberto Barugel; Dept. of Multicultural Ed., Donna Farina; Music, Dance & Theatre, Desamparados Fabra Crespo; Nursing, Gloria Boseman; Philosophy/Religion, Sabine Roehr; Political Science, Joseph Moskowitz; Psychology, Frank Nascimento; 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; Marketing, Susan Williams; Physics, Chris Herbert; Media Arts; Professional Security Studies, Richard Cosgrove.

**SENATORS-AT-LARGE PRESENT:** Cindy Arrigo, Deborah Bennett, Lorraine Chewey, Natalia Coleman, Marilyn Ettinger, Audrey Fisch, Lee-Ann Halbert, Robert Prowse, Joseph Riotto, Cordelia Twomey, Rubina Vohra.

**SENATORS-AT-LARGE ABSENT:** Michelle Rosen.

**PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT:** Katherine (Katie) Aquino, Queen Gibson, Denise Serpico, Cynthia Vazquez

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

**STUDENT SENATORS PRESENT:** Dajuan Johnson.

**STUDENT SENATORS ABSENT:** Patricia Chambers, Sierra Williams.

**STUDENT SENATORS-AT-LARGE PRESENT:** Corey Brumfield, Deverin Johns, Collin Officer, Corinne Reilly-Ferretto.

**STUDENT SENATORS-AT-LARGE ABSENT:** Leman Kaifa.

**University Senate Meeting Minutes**

**University Senate Meeting #2 for AY 2016-2017**

**Monday, 17 October 2016, GSUB room 129**

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

**I. Clicker System Test:** Passed

# II. Approval of Agenda

Motion made and seconded to approve agenda.

Motion made and seconded to amend the order of the agenda to add the Election Committee as an action item after the Senate Standing Committee Reports

Amendment approved

Motion made and seconded to amend the order of the agenda to add Undergraduate Mid-Term Grading Procedures to the agenda after the Senate President’s Report.

Amendment approved

Motion and seconded to limit discussion to 20 minutes total with two minutes per person. Each person can only speak once until everyone has had a chance to speak. Proposers of resolutions may answer direct questions.

Motion Passed

Amended Agenda approved

# III. Approval of Minutes

Motion made and seconded to approve the minutes of the 19 September Senate Meeting.

Minutes approved

**IV.** **Announcements**

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

1. October is National Cyber Security Awareness Month. Please look for and read through information on this year's NCSAM themes.
2. Remember that Tuesday, 18 October begins registration for the Spring 2017 semester.
3. The State Health Benefits Program (SHBP) Open Enrollment period for employees will end on 31 October 2016. (for further information, please go to the NJCU website).
4. Congratulations to the “NJCU’s Center for the Arts” which received public recognition in the Star Ledger, Express Times and other newspapers yesterday. In particular, they listed the Fall Programming, including “CINDERELLA” that will be performed at 4:00 pm in the Gothic Lounge today.
5. President Henderson is having a Town Hall meeting, Wednesday, 19 October at 2:00 pm in the Gothic Lounge.

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

1. On behalf of the Dean of Students: 4 members are needed to serve on the NJCU Judicial Board to adjudicate student discipline cases as delineated in the NJCU Code of Conduct. Dr. Esther Nir of the Criminal Justice department has volunteered to serve. We thank you for serving.

We also need 3 more volunteers to serve. If you’re interested in serving on the NJCU Judicial Board, please forward you name to the Senate office.

1. As mentioned at the last Senate meeting, we had a vacancy on the Academic Support & Services Committee. Dr. Amit Mokashi, from the School of Business volunteered to fill the vacant position.

Dr. Amit Mokashi was elected to the Academic Support & Services Committee by acclamation.

1. The Senate Executive Committee met with the Provost and Dr. Nurdan Aydin and we are working on
   1. Updating the new course program procedures which have also been circulated at the Provost/Deans/Chairs meetings
   2. The Policy for Granting Emeritus Status and the Distinguished Service Award. The SEC will charge the Faculty and Professional Staff Affairs Committee to update the policy and report back. The FPSA committee will be sending out a “CALL” for nominations very shortly for Emeritus Status.
2. Also, Dr. Dan Julius asked that we give his regrets for not attending this Senate meeting.

**VI. Undergraduate Mid-Term Grading Procedures –** Dr. Joseph Moskowitz

Motion made and seconded for the following resolution:

**Whereas** NJCU policy and practice has for many years provided that undergraduates receive midterm grades using a grading system of P, F, or W;

And **whereas** the Provost’s and Deans’ Offices have distributed a memorandum about midterm undergraduate grades for Fall 2016 that prescribes issuing midterm letter grades of A, B, C, D, or F and therefore deviates from NJCU’s previous and on-going midterm grading policy and practice;

And **whereas** the University Senate and its Academic Standards Committee has not been consulted nor approved of any change in grading policy even though the Senate Constitution specifies that the Academic Standards Committee “shall establish and maintain standards and requirements for undergraduates concerning admission, probation, dismissal, graduation, grading practices, and the general evaluation of student records;”

And **whereas** the preamble of the Senate’s Constitution recognizes NJCU as a shared governance institution;

And **whereas**, among other concerns, the administration’s memo about Fall 2016 midterm grades was distributed several weeks after the semester had begun and without prior notice to the entire university community;

And **whereas** the administration’s memorandum violates University policy since the Senate Constitution is established university policy, approved by the Board of Trustees,;

**Be it resolved** that the University Senate calls upon the University administration to rescind the memorandum;

And **be it furthermore resolved** that a copy of this resolution be delivered, within the next 24 hours of passage, to the President’s, Provost’s and each of the full Dean’s offices.

Discussion: All speakers were in favor of the essence of the resolution. Concerns were raised about circumventing the Senate and its procedures. A call was made to pass the resolution unanimously to send a message to the administration to not overlook the Senate’s role in shared governance.

Question: With grades due tomorrow, what is the hoped effect of the resolution?

Answer: It is hoped that the administration would rescind the current memorandum, issue a new memorandum in accordance to what we have done in the past and give us a week to submit grades.

The resolution was amended to change the timeframe for delivery to the President’s, Provost’s and Deans’ offices from 36 hours to 24 hours. This change is reflected in the wording of the resolution above.

It was noted that using A, B, C grades may be a good idea and that the proposal should be considered, but that there should be a review. Faculty involvement is necessary to ensure the academic integrity of curriculum development, to ensure that the results are meaningfully accurate, and to ensure the intended improved student outcomes are achieved. Some faculty expressed that they had already submitted P/F grades in accordance to previous practice before finding out about the memorandum.

Question Called

Resolution Passed Unanimously

**VII. University Senate Standing Committee Reports**

1. **Curriculum and Instruction Committee –** Dr. Erin O’Neill and Dr. Michele Rosen, Co-Chairs

The committee approved 5 courses and 2 program name changes (See attachment #1 for details).

Discussion revolved around differentiating Public Health Education from Public Health. Public Health Education is under the umbrella of Public Health and has the same accrediting body. Certified Health Education Specialists (CHES) assess populations, evaluate programs, build programs, implement programs and advocate for the public. Public Health is much broader, including epidemiology etc. This is not an additional certification. The change from Community Health Education to Public Health Education is a title shift to reflect the changing climate in the field. People in the field of Public Health know the difference and advisors are very careful to make the distinction clear.

Motion and Seconded to approve the undergraduate minor in Health Science, **Community Health track**, title change to **Public Health Education**.

Motion Passed

Motion and Seconded to approve the undergraduate **Community Health Education, B.S.** title change to **Public Health Education**.

Motion Passed

1. **Graduate Studies Committee –** Dr. Chris Shamburg, Chairperson

The committee reviewed and endorsed for approval one program name change. See attachment #2 for details.

Motion and seconded to approve the change in title of the graduate level, **Community Health track, M.S.**, to **Public Health Education**.

Motion Passed

1. **Elections Committee –** Dr. Christopher Carnahan and Dr. Mingshan Zhang, Co-Chairs

Search Committee for NJCU Assistant Provost

The search committee shall have up to 8 faculty with all Colleges/Schools represented and 2 members of the Staff or Professional Personnel.

Faculty: The following individuals were elected to the search committee:

* Vaibhavee Agaskar, Counselor Ed. - COE
* Barbara Blozen, Nursing – CPS
* Lorraine Chewey, Health Sciences - CPS
* Mary Fortier, Nursing – CPS
* Ethan Prosen, Biology – CAS
* Jeanette Ramos-Alexander, Accounting - SOB
* Freda Robbins, Math - CAS

Staff/Professional Staff: The following individuals were elected to the search committee:

* Alison Maysilles, Enrollment Management
* Sarah Ambrose-Roman, Office of the Dean of Arts & Sciences

**VIII. General Education Action Plan** - Dr. Joshua Fausty, Director

The General Education Action Plan is a response to Fall 2015 assessment data (see attachment #3 for details).

The presentation focused on one item (strategy 7) of the plan. Strategy 7 proposes a pilot that asks faculty instructors in General Education courses to assess their own students’ signature assignments using the rubrics on TK20. The pilot would run alongside the current assessment team. This program is seeking Senate approval for a process that would allow for disaggregated data to exist within the system, but has several protections against the release of the data.

Discussion:

The Union recommends that these procedures should be passed as recommendations with the qualification that the actual procedures must be negotiated by the Union.

The role of assessment was discussed. The assessment plan is intended to assess the General Education program in general, not course sections in specific, so only the aggregated data is appropriate. It was countered that the process is meant to assess outcomes, not the program itself, and that assessing (and improving) outcomes effectively will require disaggregated data. This would provide opportunities for faculty development.

There was discussion of how the pilot would improve the assessment data collected. Perhaps the focus should be on improving inter-rater reliability instead. Faculty engagement was discussed. It was asked how our process compares to the practices around the country? It was noted that a voluntary process would likely result in an even greater lack of participation.

It was repeatedly noted that the Senate should not pass anything that depends on personality (i.e., who is running it at the time). The issue of trust was brought up. Trust exists for current individuals involved, but what about after they are gone? Can future administrations be counted on to continue the protections? The vulnerability of different affected constituencies (tenured vs non-tenured and adjunct faculty) was discussed.

It was noted that a year ago the Senate was told that this (professor specific data collection) would never come up and now it has.

There were three major themes in the discussion: 1) value of the data, 2) engagement of the faculty, and 3) misuse of the data. The suggestion was made that the GECAP should be charged with looking at these issues and reporting back early in the Spring.

Question: There was mention that the committee did not have a unified position. Did the committee vote in favor of sending the plan to the floor of the Senate?

Answer: There was no formal vote in favor; however, the committee had finalized the document at their last meeting.

There was a request for a ruling about whether the item was In Order.

Ruled Out of Order

Motion and Seconded to acknowledge all the effort, good work, and good intentions of the Director of General Education, Josh Fausty.

Motion passed.

Motion to Adjourn made and Seconded.

Motion passed.

Meeting Adjourned by President Riotto at 3:44 PM

Respectfully submitted,

Ethan Prosen, Ph.D.

Secretary of the University Senate

Attachments

#1 Senate C&I Committee Report to the University Senate

#2 Graduate Studies Committee Report to the Senate

#3 General Education Action Plan