



**University Senate**  
**Professional Studies Building, Room 336; Extension 3459**

## **MINUTES OF MEETING**

### **October 20, 2014**

#### **ATTENDANCE:**

**Presiding:** Dr. Karen Morgan Ivy, President University Senate

**DEPARTMENTS PRESENT:** A. Harry Moore, Darlene Britt; Accounting Jeanette Ramos-Alexander; Biology, Ethan Prosen; Computer Science, Mort Aabdollah; Criminal Justice, Bill Calathes; Early Childhood Ed. Regina Adesanya Educational Leadership & Counseling, Vaibhavee Agaskar; Educational Technology, Chris Carnahan; Elementary/Secondary, John Bragg; English, Joshua Fausty; ESL, Anne Mabry; Finance, Rosalyn Overton; Fire Science, Kevin Malley; Fitness, Exercise and Sports, Quoc Tu; Geography/Geoscience, Anna Cieslik; Health Sciences, Gail Gordon; History, Rosamond Hooper-Hamersley; Latin American Studies, Liza Fiol-Matta; Library, Min Chou; Management, Wanda Rutledge; Mathematics, Freda Robbins; Media Arts, Kathryn D'Alessandro; Modern Languages, Grisel Lopez-Diaz; Dept. of Multicultural Ed., Vesna Radanovic-Kocic; 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, Helen Friedland Women's & Gender Studies, Jacqueline Ellis.

**DEPARTMENTS ABSENT:** African/Afro American Studies; Alumni, Jane McClellan; Art; Chemistry, Robert Aslanian; Economics, Ivan Steinberg; Literacy Ed., Fran Levin; Marketing; Physics, Chris Herbert

**SENATORS-AT-LARGE PRESENT:** Cindy Arrigo, Deborah Bennett, Michael Cole, Christopher Cunningham, Marilyn Ettinger, Audrey Fisch, Karen Morgan Ivy, Joseph Riotto, Rosemary Thurston, Rubina Vohra, Tim White.

**SENATORS-AT-LARGE ABSENT:** Jack Egan.

**PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT:**

**PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT:** Angela Arriaza-Jarquín, Queen Gibson, Asheenia Johnson, Cynthia Vazquez.

**STUDENT SENATORS PRESENT:**

**STUDENT SENATORS ABSENT:**

**STUDENT SENATORS-AT-LARGE PRESENT:** Ana Pena

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

**11-6-2014 draft**  
**University Senate Meeting Minutes**  
**University Senate Meeting #2, For AY 2014-2015**  
**Monday, October 20, 2014, Gothic Lounge**

Senate President, Dr. Karen Morgan-Ivy, called the meeting to order at 2:07 PM.

**I. Audience Response “Clicker” System Test**

Senate agreed to delay the “Clicker” system test.

**II. Approval of Agenda**

Motion made and seconded to approve minutes as presented.

Discussion: Provost Julius’s remarks have been rescheduled for the November Senate meeting.

Motion approved.

**III. Approval of Parliamentarian**

Motion made and seconded to approve Professor Rosilyn Overton as the Senate’s parliamentarian for the 2014-2015 academic year.

Motion approved.

**IV. Approval of Minutes**

Motion made and seconded to accept the minutes of the September 15, 2014 Senate Meeting.

Discussion: Add to minutes the observance of a moment of silence for two individuals Denise Martin and Julio Julian.

Motion to approve minutes as corrected: approved.

**V. Announcements**

President Morgan-Ivy referred the Senate to the back of the agenda for all announcements.

Welcome to Mr. James Adams, the new Associate Vice President for Real Estate Development and Facilities Operations.

**Ia. (Continued) Audience Response “Clicker” System Test**

Two clicker tests were conducted.

Motion made and seconded not to use the clicker system for today’s meeting.

Discussion: Senate should use old, placard voting system. The system should be tested again. Perhaps someone is outside of the room.

Motion not approved.

Clicker system tested again. President Morgan-Ivy announced the system will be used during today’s meeting.

## **VI. University Senate President's Report**

Provost Julius's remarks have been rescheduled for next month's Senate meeting. He needed to be off-campus today.

The Dean of Students is seeking four faculty members to serve on the University Judicial Board. The Dean of Students is also seeking faculty and staff members to serve on the Smoke Free Policy Implementation Team. Interested individuals should contact Donna Piscopo.

Motion made and seconded to approve the Executives Committee's appointment of Tracy Amerman as the College of Education representative on the Faculty and Professional Staff Affairs committee.  
Motion approved.

Motion made and seconded to support Ms. Anna Pena's appointment as the student representative on the Senate's Executive Committee.  
Motion approved.

Senate is waiting to receive the names of the students who will serve on the other Senate Standing Committees.

The School of Business contacted the Senate President about having representatives added to the Senate's Executive Committee and to standing committees. A memorandum of October 13, 2014 was distributed seeking nominations and announcing an election. The Executive Committee voted to rescind that memorandum and to consider potential organizational changes to Senate representation for the Senate's May 2015 reorganization meeting.

## **VII. Urban Studies Minor**

Motion made and seconded: To approve the minor in Urban Studies as Step #9 in the approval process.

Discussion: The minor proposal has previously been approved by the Senate's C&I Committee and the Senate's Budget and Planning Committee. Additional courses can be added to the proposed curriculum in the future. Suggestions for additions should be forwarded to the coordinator of the minor, Max Herman.  
Motion: approved.

## **VIII. Senate Standing & Ad Hoc Committee Reports**

a) The Curriculum and Instruction Committee – Regina Adesanya

The following four courses were approved by the committee. The committee also submitted a year-end report (see attachment).

College of Professional Studies: Criminal Justice

***Law, Order, and Justice in Society***

200-level elective course

Prerequisite: Criminal Justice 111 and 112

**Enrollment Cap: 60**

Drawing on social science and humanities, this course offers historical and international perspectives on legal issues on how philosophical problems of law, American legal culture, justice, law and the Constitution, legislative behavior, and concepts of punishment contribute to the development and understanding of the present criminal justice system.

School of Business: Marketing

***Viral Marketing***

200-level elective course

Prerequisite: English Composition 1

**Enrollment Cap: 25**

This course is designed to provide students with an understanding of low-cost, powerful, and efficient viral marketing basics for creating, distributing and selling a product or service. The course will address how to develop a master marketing plan and how to use new and old media to best effect.

School of Business: Marketing

***Introduction to Entrepreneurship***

200-level elective course

Prerequisite: English Composition 1

**Enrollment Cap: 25**

This course is designed to provide a foundation in entrepreneurship. Students will gain an understanding of the ongoing challenges for entrepreneurs in the key functional areas such as marketing, finance, and operations. Using business plan templates, students will examine the opportunities that exist in new venture planning.

College of Professional Studies: Fire Science

***Firefighting Strategies***

400-level elective course

Prerequisite: Fire Science 150, 151, 336, and 342

**Enrollment Cap: 30**

This course is designed to provide students with an understanding of how to use various firefighting tactics to develop successful firefighting strategies. This case scenario-based course examines how to safely and effectively extinguish structural fires in buildings categorized within each of the five different types of building construction.

College of Arts and Sciences: Urban Studies

***Introduction to Urban Studies***

100-level required course for minor

This course provides students with an overview and introduction to the study of urban communities. Drawing from a variety of academic disciplines (including Economics, Geosciences, History, Political Science and Sociology) this course addresses past and present challenges faced by cities as they have evolved over time.

b) General Education Ad Hoc Committees Report – Barbara Hildner

The committees have reviewed the course proposals which had been approved for summer funding and have recommended that the first half of the stipends be dispersed to the proposers.

To date, the committees have received the names of 77 courses which departments are planning to develop as general education courses. In order for a course to be considered for inclusion in the Fall 2015 Master Course List, course proposals are due in the Dean's office by December 1, 2014.

The General Education Curriculum Committee (GECC) is conducting additional workshops on writing course proposals on October 31, 2014 and November 7, 2014. For assessment purposes, modified versions of the rubrics developed by the Association of American Colleges and Universities will be used. These rubrics are also being used to distinguish Tier 1 from Tier 2 courses. In the future, the rubrics may be changed or replaced. Ansley LaMar is piloting the assessment program with six departments. Volunteers readers interested in assessing signature assignments should contact him.

The general education committees are working on several issues which will be addressed in a November 2014 report. Some of those issues are the number of Tier 1 & 2 courses to be offered and also the relationship between prerequisites for major courses and general education courses.

Discussion: Enrollment and scheduling information should be provided in item #19 of all course proposals.

c) Graduate Studies (GS) – Rosilyn Overton

The GS committee established the following calendar for its meetings:

Meeting Schedule for 2014-2015 Academic Year

All meetings at 10 am unless otherwise noted.

Monday October 6, 2014

Monday, October 27, 2014

Monday November 17, 2014

Senate Meeting is October 20

Senate Meeting is November 10

Senate Meeting is December 1

(Rescheduled to 2 pm)

Monday, January 26	Senate Meeting is February 9
Monday, February 23 (February 16 President's Day: University closed)	Senate Meeting is March 2
Monday March 23	Senate Meeting is April 6
Monday, April 20	Senate Meeting is May 4

In accordance with the President's mandate to streamline the course approval process, the committee will consider all applications that reach the Senate office in digital format (preferably Microsoft Word format) one week prior to the committee's meeting.

One application for approval remaining from last spring was examined. However, there may be a more recent version of the proposed document that did not reach the committee, so final feedback to the proposer was postponed to the next meeting.

Discussion: The proposal for a master's program submitted by the Nursing Department has not reached the Graduate Studies Committee and is with the Senate and Budget Committee.

## **IX. Unfinished Business**

a) Constitutional Amendments: - submitted by Joseph Riotto

Motion made and seconded: To move to the next step in the constitutional amendment process an amendment to: Add to Article I: Functions, Powers, and Definitions. Section 2. Definitions: "g. The terms 'College' and 'School' are interchangeable."

Discussion: Lively discussion ensued regarding how the proposal would impact the School of Business and the current organizational status of the School of Business.

Motion: not approved.

Motion made and seconded to move to the next step in the constitutional amendment process to amend Article II: Membership; Section 1. Categories of Senators to add a new Item a. to read: "a. The Senate is a deliberative body whose main focus is the academic program and curriculum of NJCU, as well as academic issues. The Senators represent academic departments, academic programs, and academic support services, not various classes of employees."

Discussion: Senators represent departments not classes of employees. Students and professional staff and librarians are not necessarily in departments. The impacts on adjunct faculty, senators-at-large and student representatives were debated. The constitutional proposals have been submitted by one senator and the Executive Committee has not taken a position on the proposals.

Motion: not approved.

Motion made and seconded to move to the next step in the constitutional amendment process to amend:

i) Article II: Membership; Section 1. Categories of Senators to amend Item I.b by inserting “full-time” so that the first sentence would read: “The full-time faculty shall elect two categories of senators: departmental and at-large senators. They shall serve two-year terms.”

ii) Article VI: Constitutional Amendments, Section 1 by inserting “or” between paragraphs 1.a and 1.b.

iii) Article VI: Constitutional Amendments, Section 1.B by inserting “present at the meeting” so that the seconded sentence would read: “If at least two-thirds of the total body present at the meeting supports the proposed amendment, it must be presented to the faculty, professional staff, and students for action in accordance with Section 2 below.”

Motion made and seconded to separate proposed amendments to Article II and Article VI in order to discuss and vote upon each proposed change separately.  
Motion: approved.

Discussion continued about inserting “full-time” to Article II, Section 1: Addition of words “full-time” is meant to clarify current procedures. Lively discussion on significance of proposal for adjunct faculty members ensued. Does the proposal change current policy? Does the proposal refer to those who can vote and/or to those who can run for positions?

Motion made and seconded to amend proposal to also insert “and adjunct faculty” following the phrase “full-time faculty”  
Discussion: Lively discussion on role of adjunct faculty continued.

Motion made and seconded to call the question.  
Motion: approved.

Motion to insert “and adjunct faculty” in Article II, Section 1: not approved.

Motion to insert “full-time” in Article II, Section 1: not approved.

Discussion continued on amendment to Article VI: Constitutional Amendments, Section 1.B to insert “present at the meeting.” Addition is intended to clarify the current procedure. Perhaps the amendment changes current procedure. Alternative meanings of “total body” were debated.

Motion made and seconded to call the question.  
Motion: approved.

Motion to inserting “present at the meeting:” not approved.

Motion made and seconded to table discussion of the constitutional amendments.  
Motion passed.

b) Explore Adherence to Procedures for Faculty Promotions – Barbara Hildner

Motion made and seconded that the Senate create an ad hoc committee to look into departmental adherence to and understanding of promotion, reappointment and range change procedures and to report its findings to the Faculty and Professional Staff Affairs Committee.

Discussion: Proposal is limited to DPC/personnel committees within departments/programs and excludes UPC and the University Range Change Committee.

Motion made and seconded to extend meeting.  
Motion: approved.

Motion to create ad hoc committee: approved.

**X. Adjournment**

Motion made and seconded to adjourn.  
Motion Passed.

Meeting adjourned by President Morgan–Ivy at 4:17 PM.

Respectfully submitted,  
Joseph H. Moskowitz, Ph.D.



**Senate Curriculum and Instruction Committee Year-End Report (2013-2014)**

**APPROVED PROPOSALS**

At 10/3/13 Meeting:

Scanning Electron Microscopy  
Transmission Electron Microscopy  
The History of Popular Music in America  
On Love  
On Evil  
Religion in the City: When Faith Encounters Urban Life  
Hate Crimes

At 10/18/13 Meeting:

BA in Geoscience—Earth Science

At 11/22/13 Meeting:

Minor in Astronomy  
US Latina Feminisms

At 1/29/14 Meeting:

Guidelines for Interdisciplinary Minors

At 2/10/14 Meeting:

Drawing Studio 1  
Preparation for College Writing  
Literature of Genocide  
Perspectives in Global Health  
Healers, Heretics, and Heroines

At 3/3/14 Meeting:

Seminar on National Security  
Firefighting Strategies  
Law, Order, and Justice in Society

At 4/7/14 Meeting:

Minor in Urban Studies  
Viral Marketing  
Introduction to Entrepreneurship

At 4/30/14 Meeting:

Revised Course Proposal Guidelines  
Introduction to Urban Studies

## RETURNED PROPOSALS

At 10/18/13 Meeting:

Minor in Materials Science (Chemistry)

At 2/10/14 Meeting:

Minor in Middle Eastern Studies

At 4/7/14 Meeting:

Business Communication Essentials

At 4/30/14 Meeting:

Foundations of Literacy Education

Writing Workshop

Teaching and Learning with Technology

Introduction to Social Media

Capstone in Urban Studies

## PROPOSALS NOT REVIEWED BY THE COMMITTEE:

Literacy Education: BA in Interdisciplinary Literacy Studies (received on 3/19/14)

History: The Culture of European Enlightenment (received on 3/24/14)

Chemistry: Organic Chemistry 1 Lecture (received on 3/24/14)

Chemistry: Organic Chemistry 1 Lab (received on 3/24/14)

Chemistry: Organic Chemistry 2 Lecture (received on 3/24/14)

Chemistry: Organic Chemistry 2 Lab (received on 3/24/14)

Finance: Risk Management and Insurance (received on 4/24/14)

English: Modern and Contemporary African Literature (received on 4/24/14)

History: The Ottoman Empire (received on 4/24/14)

Art: Japanese Popular Culture and Art (received on 4/24/14)

Finance: Entrepreneurial Finance (received on 5/1/14)

## RETURNED PROPOSALS WHICH WERE NOT SENT BACK TO THE COMMITTEE DURING THE 2013-2014

Professional Security Studies: Professional Policy Procedures (returned to proposer(s) on 3/1/13)

Professional Security Studies: Critical Thinking and Problem Solving (returned to proposer(s) on 2/20/13)

Professional Security Studies: Public Speaking for Professionals (returned to proposer(s) on 2/20/13)

Professional Security Studies: Ethics in National Security (returned to proposer(s) on 2/20/13)

Professional Security Studies: Risk Management (returned to proposer(s) on 2/20/13)

Modern Languages: Senior Seminar—Spanish (returned to proposer(s) on 12/14/12)

Economics: Senior Economics Review (returned to proposer(s) on 12/14/12)