



Jersey City, New Jersey 07305-1597

**University Senate – P336**

## **MINUTES OF MEETING**

**October 14, 2013**

### **ATTENDANCE:**

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

**DEPARTMENTS PRESENT:** A. Harry Moore, Harriet Phillip; Accounting, Jeanette Ramos-Alexander; Alumni, Jane McClellan; Art, Brian Gustafson; Biology, Ethan Prosen; Chemistry, Robert Aslanian; ; Computer Science, Mort Aabdollah; Criminal Justice, Bill Calathes; Early Childhood Ed. Regina Adesanya; Economics, Ivan Steinberg; Educational Leadership & Counseling, Vaibhavee Agaskar; Educational Technology, Cordelia Twomey; 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, Lilliam Rosado; History, Rosamond Hooper-Hamersley; Latin American Studies, Liza Fiol-Matta; Library, Min Chou; Literacy Ed., Fran Levin; Management, Wanda Rutledge; Marketing, Susan Williams; Mathematics, Freda Robbins; Media Arts, Kathryn D'Alessandro; Dept. of Multicultural Ed., Donna Farina; Music, Dance & Theatre, Marc Dalio; Nursing, Gloria Boseman; Philosophy/Religion, Sabine Roehr; Political Science, Joseph Moskowitz; Psychology, Patrice Dow-Nelson; Sociology/Anthropology, Max Herman; Special Education, Carol Fleres; Women's & Gender Studies, Jacqueline Ellis.

**DEPARTMENTS ABSENT:** African/Afro American Studies; Modern Languages, Cora Lagos; Physics, Chris Herbert; Professional Security Studies, Bill Soo Hoo;

**SENATORS-AT-LARGE PRESENT:** Cindy Arrigo, Deborah Bennett, Michael Cole, John Collins, Christopher Cunningham, Jack Egan, Marilyn Ettinger, Audrey Fisch, Karen Ivy, Joseph Riotto, Rosemary Thurston, Rubina Vohra,

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

**PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT:** Bette Goldstein.

**PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT:** Angela Arriaza-Jarquín, Cynthia Vazquez, Naomi Wright.

**STUDENT SENATORS PRESENT:** Corrine Reilly-Ferretto

**STUDENT SENATORS ABSENT:** Andrea Suarez, Keira Broadway, Carmina DelFierro

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

**STUDENT SENATORS-AT-LARGE ABSENT:** Maria Gomez, Jonathan Cabrera

**University Senate Meeting Minutes**  
**University Senate Meeting #2, For AY 2013-2014**  
**Monday, October 14, 2013, Gothic Lounge**

The Senate President, Dr. Karen Morgan Ivy, called the meeting to order at 3:08 p.m.

- I. Approval of agenda:** A motion was made, seconded and unanimously approved to accept the agenda.
- II. Approval of Minutes:** A motion was made and seconded to accept the minutes of the September 16, 2013 Senate Meeting. A correction to the attendance section of the minutes was noted: change presiding officer from Joseph Riotto to Karen Morgan Ivy. The corrected minutes were unanimously approved.
- III. Announcements:** Dr. Ivy read the following announcements:

- 1. “2013 Great Colleges to Work For” survey**

As indicated in correspondence initiated by President Henderson in September and as similarly sent from HR on October 3<sup>rd</sup>, last semester NJCU conducted an employee survey administered by the consulting firm ModernThink for *The Chronicle of Higher Education*’s “2013 Great Colleges to Work For” survey. The survey was sent to a random sample of 600 NJCU employees from all divisions and offices at the University and included questions concerning employee opinions of work at NJCU.

To begin the process of formulating specific action plans so that we can leverage our strengths and implement changes, we are conducting the Town Hall Meetings which will address the areas flagged in the survey results as needing improvement. The meetings will be 45 minutes following the schedule below:

- October 15 , 11:00 am and 2:00 pm, GSUB- Multipurpose Room C
- October 16 , 10:00 am, GSUB 129

(For more information, please see the email sent out on 9 October 2013 on behalf of HRINFO.)

- 2. New Jersey City University’s Lee Hagan Africana Studies Center Presents:**  
Lecture and Mini-Recital, Wednesday 16 October 2013 – 7:00 – 9:00 p.m. Ingalls Recital Hall Rossey Hall, room 101: Presenters: Susan Robeson, the granddaughter of Paul Robeson, is a producer, documentary filmmaker, writer, and consultant. She recently developed a citizen journalism project in collaboration with the President of Timor-Leste, Nobel Peace Prize winner Dr. Jose Ramos-Horta, to promote civic engagement and build democracy in this first new nation of the 21<sup>st</sup> century.
- 3. Kevin Maynor will present the mini-recital, “From the Repertoire of Paul Robeson.”** Recently named Cultural Envoy to the Pacific Islands and Eastern Asia by the United States Congress, Mr. Maynor has performed in opera houses and

concert halls throughout the world, ranging from Carnegie Hall to The Beijing Concert Hall. (For more information, please see the email sent out on Wednesday, 9 October 2013 NJCU News – around campus on behalf of Dr. Antoinette Ellis-Williams.)

Meeting participants were directed to see the back of the agenda for additional announcements.

#### **IV. President's Report:**

Dr. Ivy thanked University President Dr. Sue Henderson for arranging for coffee and cookies at the Senate meetings. She acknowledged Dr. Henderson, Dr. Aaron Aska, Vice President for Administration and Finance; Ms. Phyllis Szani, Associate Vice President for Information Technology; and Mr. Gary Gordon, Web Developer for Information Technology for their role in acquiring the purchase of an audience response “clicker” system to use at Senate meetings. She noted that senators will receive a clicker when signing in at the beginning of each meeting, and will sign out and return the clicker to Ms. Donna Piscopo at the end of each meeting.

Dr. Ivy thanked and introduced the members of the Senate Executive Committee: Dr. Joseph Riotto, Vice President; Ms. Bette Goldstein, Secretary; Dr. Regina Adesanya; Professor Marilyn Ettinger; Dr. Joshua Fausty; and student representative Maria Gomez. She also thanked Dr. Charles Pratt, Dr. Jack Egan, and Dr. Deborah Bennett for their willingness to assist her and the Senate office by providing pertinent information when needed.

Dr. Ivy reminded attendees who wish to speak to the General Education Program Proposal to sign the “request to speak” sheet at the table, and noted that there were index cards to be used if offering a written amendment to the sections being discussed.

The following appointments to Senate standing committees, proposed by the Senate Executive Committee, were approved by the Senate:

Dr. David Chiabi to the Academic Standards Committee  
Dr. Corey Frost to the Planning, Development & Budget Committee  
Dr. Rubina Vohra to the Planning, Development & Budget Committee  
Dr. Joyce Wright to the Student Affairs Committee

Congratulations were extended to the individuals elected chairs and/or co-chairs of the following committees:

Academic Support & Services Committee: Min Chou and Maredia Warren  
Committee on Instructional Technology: Kevin O'Neill  
Curriculum & Instruction Committee: Chris Cunningham  
Faculty & Professional Staff Affairs Committee: Ethan Prosen  
Graduate Studies Committee: John Collins and Rosilyn Overton  
Planning, Development & Budget Committee: John Laski  
Student Affairs Committee: Cindy Arrigo, Andrew McCabe, Naomi Wright

Student appointees are expected to be announced at the November 11<sup>th</sup> Senate meeting; those appointees must first be approved by the Student Council. President Ivy also offered congratulations to the following faculty members who were promoted effective September 1, 2013:

<b>Name</b>	<b>Current Rank</b>	<b>New Rank</b>	<b>Department</b>
James Camacho	Associate Professor	Professor	Mathematics
Zhixiong Chen	Associate Professor	Professor	Mathematics
John Cunningham	Assistant Professor	Associate Professor	English
Joel Katz	Associate Professor	Professor	Media Arts
Tan Lin	Associate Professor	Professor	English
Grisel Lopez-Diaz	Associate Professor	Professor	Modern Languages
Erik Morales	Associate Professor	Professor	Elementary/Secondary Education
Laura Pannanman	Associate Professor	Professor	Biology
Marcin Ramocki	Assistant Professor	Associate Professor	Media Arts
Ana Maria Rosado	Assistant Professor	Associate Professor	Music Dance Theater
Beimnet Teclezghi	Associate Professor	Professor	Mathematics
Rubina Vohra	Associate Professor	Professor	Economics
Maredia Warren	Associate Professor	Professor	Music Dance Theater
Laura Zieger	Associate Professor	Professor	Educational Technology

**V. Remarks and Introduction of New Hires:** Dr. Sue Henderson, NJCU President; Dr. Aaron Aska, NJCU Vice President for Administration and Finance

Dr. Aska announced the following new hires:

		<b>Title</b>	<b>Office/Department</b>
Lorie	Brown	Director	VP of Administration & Finance
Courtney	Jackson	Fire Safety Coordinator	Security and Safety
Jada	Gonzalez	Guard	Security and Safety
Peter	Guralewycz	Guard	Security and Safety
Leslie	Fontanez	Security Guard	Security and Safety
Jesse	Espallat	Lot Attendant	Security and Safety
Rachel	Worthington	Clerk Typist	FCM

Ray	Taylor	Maintenance Worker	FCM - Housekeeping
Tyrome	Clark	Boiler Room Operator	FCM - Maintenance Services
George	Magliulo	Boiler Room Operator	FCM - Maintenance Services
Gerard	White	Sr. Bldg. Maintenance Worker	FCM - Housekeeping
Frank	Verducci	Network Administrator	Information Technology
Stuart	Farber	Programmer/Analyst	Information Technology

Dr. Henderson expressed her appreciation for all Public Safety, Housekeeping, Maintenance, and IT staff. Dr. Henderson's remarks included updates on GSUB renovations, the Science Building addition, and the proposed new academic building and residence hall. Dr. Henderson emphasized the linkages and similarity among measures reported in the Institutional Effectiveness Scorecard, items included in U.S. News & World Report college rankings, and Moody's assessment of our financial viability. How well we do in these measures, including progress towards goals, benchmarks, headcount, graduation and retention rates, and percentage of alumni who donate to the University, directly impacts our ability to raise funds for capital investment and the cost of those funds. Dr. Henderson requested that each faculty member consider his/her role in impacting these measures.

## **VI. NJCU Audience Response “Clicker” System Demonstration**

Phyllis Szani and Gary Gordon presented and demonstrated use of the clicker technology to conduct votes. Several test votes were conducted. A motion was made, seconded and approved to add “abstention” to “yes” and “no” as an option. A motion was made, seconded and approved to test each clicker to make sure they all work. This test was successfully conducted.

## **VII. Senate Standing Committee Reports**

### **a) Curriculum & Instruction Committee**

Chris Cunningham, Chairperson, reported that the following courses had been approved:

#### **Approved October 3, 2013**

College of Arts and Sciences: Biology  
**Scanning Electron Microscopy (SEM)**

4 credit 400-level elective

Prerequisites: BIOL 230, BIOL 303 or BIOL 305, CHEM 106, and CHEM 1106

Enrollment capped at 10 students.

***Catalogue Description:***

This hands-on course offers the theory and practical applications of Scanning Electron Microscopy (SEM) in biological research, especially in examining surface features of cells, tissues, and non-biological materials. Students will develop set of skills in SEM imaging and sample preparation.

College of Arts and Sciences: Biology

**Transmission Electron Microscopy (TEM)**

4 credit 400-level elective

Prerequisite: BIOL 230, BIOL 303 or BIOL305, CHEM 106, and CHEM 1106

Enrollment capped at 10 students.

***Catalogue Description:***

This hands-on course offers the theory and practical applications of Transmission Electron Microscopy (TEM) in biological research, especially in examining cellular ultrastructure. Students will develop skills in imaging and operation of the TEM to achieve optimum performance.

College of Arts and Sciences: Music, Dance, and Theatre

**The History of Popular Music in America**

3 credit 200-level required course

Enrollment capped at 20 students.

***Catalogue Description:***

This course will provide the student with an understanding of the history of American popular music, with a specific focus on the interaction of the music and its business methods in each era of the 20<sup>th</sup> century and through to the present day.

College of Arts and Sciences: Philosophy

**On Love**

3 credit 200-level elective

Enrollment capped at 20 students.

***Catalogue Description:***

This course provides a philosophical examination of the nature, aim, and activity of love and desire. It explores how the object(s) of love inform our identity as much as the activity of loving itself and how love shapes us as moral agents.

College of Arts and Sciences: Philosophy

**On Evil**

3 credit 200-level elective course

Enrollment capped at 20 students.

***Catalogue Description:***

This course examines the problem of evil in Western philosophical and religious traditions. Starting with an exploration of the classical roots of various conceptions of evil, it traces these conceptions through history, culminating in discussions of the pervasiveness of evil in reaction to modern experiences of war and genocide.

College of Arts and Sciences: Philosophy

**Religion in the City: When Faith Encounters Urban Life**

3 credit 200-level required course

Enrollment capped at 20 students.

***Catalogue Description:***

This course examines the role of religion in urban environments through its formative impact on culture, political action, public policy, social relationships and institutions, and the media.

College of Professional Studies: Criminal Justice

**Hate Crimes**

3 credit 200-level elective

Prerequisites: CJ 111 and CJ 112

This is a dual track course; enrollment is capped at 60 students.

***Catalogue Description:***

This course explores and analyzes the phenomena of hate crimes with a focus on racial, ethnic, cultural, sexual orientation, and religious strife. Tensions between freedom and equality are examined. The historical, economic, and political roots of such crimes are reviewed including United States federal and state laws.

Dr. Cunningham reported that the committee has now completed its review of all submitted courses, and will work on developing policies and procedures for the development of minors.

**b) Graduate Studies Committee**

John Collins, Co-chair, provided the following report:

At the September 23 meeting, the Graduate Studies Committee met and accomplished the following business:

- A. Voted for Co-Chairs –John Collins and Dr. Rosilyn Overton unanimously nominated/selected; Secretary – unanimously re-nominated Nicholas Abruscato, Student Representative (requires current SGO confirmation)
- B. Discussed past year's agendas and minutes
- C. Confirmed that all proposals have been processed and approved; awaiting new ones for AY2013-2014
- D. Elaborated on how we processed courses last year and that the procedures will remain the same
- E. Established that current document on course proposals needs to be reviewed for currency and past practices

F. Agreed we need to work with the University Senate to have uniformity in approving and reporting courses to the full Senate; GSC has to read and get approval; C & I approves and just report out to the Senate; recommend one way or the other for both entities.

G. Proposed GSC Meetings for Fall 2013:

Monday, October 21, 2013, 11:00-12:00

Monday, November 18, 2013, 11:00-12:00

(Others as needed)

Regarding item (F) in the report above, Dr. Collins noted that any resulting recommendation would require an amendment to the Senate constitution.

### **VIII. Motion to approve the Rules and Procedures for General Education Discussion**

President Ivy presented the following motion (distributed prior to the meeting):

#### **Motion to Order the Discussion of the General Education Program Proposal**

In anticipation of a collegial discussion, it is suggested that Robert's Rules of Order Article VII, Debate 42: "No member shall speak more than twice during the same day to the same question (only once on an appeal), nor longer than ten minutes at one time, without leave of the assembly; and the question upon granting the leave shall be decided by a two-thirds vote without debate. No member can speak a second time to a question as long as any member desires to speak who has not spoken to the question" be extended and revised by the following motion:

Moved that discussion on the Report of the General Studies Coordinating Committee to the University Senate:

#### **SCHEDULE DISCUSSION**

Begin with one (1) hour set aside for speakers to express their positions on the report as a whole in two (2) minute blocks of allocated time.

The order of speakers to speak to be in the order listed on the Request to Speak List, which shall be compiled by the University Senate secretary. Senators shall be given first priority in speaking.

#### **OPEN DISCUSSION**

After all speakers from the Request-to-Speak-List have spoken, continuing in periods of two (2) minute blocks of time until the one (1) hour set aside has expired or there are no other speakers, speakers speaking for the first time will be recognized from the floor by the President. Upon the completion of all first time speakers, the President will recognize speakers from the floor wishing to speak again.

#### **PROPOSED AMENDMENTS**



During the one (1) hour discussion, speakers rising to speak to specific sections of the report will be required to offer written amendments to the section being discussed. Speakers will be required to also address changes to other sections of the report on which the proposed amendment impacts.

Discussion will be confined to the specific section and the proposed written amendment. When the proposed amendments impact on other sections of the report, discussion of the impact on those sections will be acceptable. When discussion on a specific section is concluded, no further amendments or discussion to the completed section will be allowed.

The Chairperson of the General Studies Coordinating Committee or one (1) member of the committee, if they so desire will be given a two (2) minute block of time to respond to points made by each speaker.

This period of discussion will be open ended and governed by Robert's Rules of Order referencing "call the question."

A motion was made and seconded to amend the motion for the Rules and Procedures as follows:

Separate the Gen Ed proposal discussion into three components to facilitate discussion; in particular,

- 1) Curriculum: consisting of pages 1-10 excluding page 8; and pages 18-22;
- 2) Assessment: consisting of pages 8, 25 and 32;
- 3) Administrative: consisting of pages 11-16; 23 and 24; 26-30 and page 33.

The amendment to the motion was voted on and approved.

The following amendment to the motion was proposed and seconded:

Be it resolved that the Executive Committee of the University Senate elect an ad hoc committee consisting of six members to review the proposed administrative structure of the proposed general studies program. The ad hoc committee should consist of five faculty members, with at least one faculty member from each of the three colleges, and one additional, non-voting member selected by President Henderson. The committee should review the proposed administrative structure, suggest changes if appropriate and consider whether the proposed committee structure correlates with the Senate Constitution. The ad hoc committee should present its recommendations at the Senate's regularly scheduled meeting on November 11, 2013.

This amendment was voted on and approved.

The proposed Rules and Procedures were approved as amended.

## **VII. Old Business**

General Education Program Proposal – Dr. Fran Moran/ General Studies  
Coordinating Committee –

A motion was made and seconded to accept the curriculum of the General Education program as described in the proposal (Final Draft dated October 2013).

A motion was made and seconded to eliminate footnote #26; the motion carried.

The following resolution was submitted and seconded: Appendix 7 to be added to the proposed General Education Program and that a footnote be placed following the title “General Education Program” to read: “See Appendix 7 for additional clarifications and guidelines relating to the content and implementation of the program.”

(Proposed) Appendix 7: Guidelines/Rules for the Implementation of the  
Curricular Components of the General Education Program

1. General Education courses which are approved through the Temporary Approval Process shall be announced at the Senate and include the single semester for which the approval has been granted.
2. Unlike the 1996 General Studies program which limits departments/programs to five courses within a distribution area, the proposed program has no such limit.
3. A student may apply a maximum of 6 credits from any single academic department/program to fulfill Tier #2 requirements, with the sole exception that the credits earned for English Composition II shall not be applicable to this limit.
4. The requirements for a course to qualify as a Foundations Seminar or an Additional Seminar must be approved by the Senate.
5. Since general education courses will require faculty to provide data that shall be used for programmatic assessment, and shall require faculty to teach/reinforce university learning outcomes, the maximum enrollment caps shall be:

Tier 1: ENGL 101	20 maximum
Foundation Seminars	20 maximum
Additional Seminars	20 maximum
Math Courses	25 maximum
Tier 2: ENGL 102	20 maximum
All other Tier 2 courses	25 maximum
Tier 3: Capstone Courses	15 maximum

Enrollment caps could be lower than those noted above if approved through the University’s course approval process.

6. The specific requirements (and the process) for inclusion as a Tier 2 and/or a Tier 3 course will be presented to the Senate, and subject to its approval, prior to any course being designated as a Tier 2 and/or a Tier 3 course.

A motion was made and seconded to vote on the proposed Appendix 7 item by item. The motion carried. Proposed Appendix item #1 was voted on and approved. During discussion of item #2, a point of order was raised to point out that it was close to 5 PM, the scheduled ending time of the meeting. A motion to adjourn the meeting was made and seconded. The motion carried.

The meeting was adjourned at 4:56 PM.

Respectfully submitted,  
Bette Goldstein