



University Senate
Professional Studies Building, 203A rm. 3

MINUTES OF MEETING
February 14, 2022 – Via Zoom

ATTENDANCE:

Presiding: Dr. Fran Moran, University Senate President

DEPARTMENTS PRESENT: A. Harry Moore, Darlene Britt; Accounting, Lukas Helikum; African/ Afro American Studies, Jermaine McCalpin; Art, Hugo Bastidas; Biology, Anthony Esposito; Chemistry, Chitra Narayanan; Computer Science, Mort Aabdollah; Counseling Education, Grace Wambu; Criminal Justice, Bill Calathes; Early Childhood Ed., Basanti Chakraborty; Economics, Andres Bossie; Educational Leadership, Michael Sparrow; Educational Technology, Chris Carnahan; Elementary/ Secondary, Vanashri Nargund; English, Barbara Hildner; Finance, Zhimin Wang; Dept. of Earth & Environmental Science, Hun Bok Jung; Fire Science, Walter Nugent; Fitness, Exercise and Sports, Manuela Caciula; Health Sciences, Erin O’Neill; Latin American Studies, Virginia Ochoa-Winemiller; Library, Min Chou; Literacy Education, Michelle Rosen; Management, EunSu Lee; Marketing, Serdar Yayla; Mathematics, Gunhan Caglayan; Media Arts, Joel Katz; Dept. of Multicultural Ed., Vesna Radanovic-Kocic; Dept. of World Languages & Cultures, Marcelo Fuentes; Music, Dance & Theatre, Robert Prowse; Nursing, Donna Ho-Shing; Philosophy/Religion, Sabine Roehr; Physics, Chris Herbert; Political Science, Joseph Moskowitz; Professional Security Studies, Richard Cosgrove; Psychology, Wei Zhang; Sociology/Anthropology, Max Herman; Special Education, Zandile Nkabinde; Women’s & Gender Studies, Jennifer Musial.

DEPARTMENTS ABSENT: Alumni, Jane McClellan; ESL, Anne Mabry.

SENATORS-AT-LARGE PRESENT: Meriem Bendaoud, Gloria Boseman, Marilyn Ettinger, Venessa Garcia, Hanae Haouari, Fran Moran, Christopher Shamburg, Rubina Vohra, Yufeng Wei.

SENATORS-AT-LARGE ABSENT: Michael Bell.

PROFESSIONAL STAFF SENATORS-AT-LARGE PRESENT: Debra McClary, Ruth Ortiz, Cynthia Vazquez.

PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT: none.

STUDENT SENATORS PRESENT: Alnoor Cheema, Ruth Diegue, Crystal Genthe.

STUDENT SENATORS ABSENT: David Moran,

STUDENT SENATORS-AT-LARGE PRESENT: Laney Fox, Salvatore Cardaci, Khadija Diop, Bassimo Sadeu.

STUDENT SENATORS-AT-LARGE ABSENT: None.

University Senate Meeting

Monday, 14 February 2022
2:00 – 4:00 p.m.
Via Zoom

All attachments are linked below and are here:

<https://tinyurl.com/senatefebdocs2022>

Start 2:02 pm

- I. **Moment of silence** for passing of John Jay Moore, former Board Member.
- II. **Test Zoom Voting:** Success
- III. **Motion to Approve the University Senate Meeting Agenda:** Approved
- IV. **Motion to Approve the University Senate Meeting Minutes of the December 20, 2021 Senate Meeting:** Approved
- V. **Announcements**
 - a. To maximize news and promotion of weekly campus events, make internal campus email communications more efficient, and better inform the university community about on-campus events, NJCU Marketing and Communications will introduce “This Week at NJCU.” Please keep your eyes open for these emails for the list of on-campus events. This will dramatically reduce the announcements from this podium.
 - i. February is Black History month. For a list of NJCU events see the University Website: Spotlight Events.
 - ii. One upcoming event is *BURN: Origins & Resistance* by Antoinette Ellis-Williams. January 31 – March 3, 2022 – The Visual Arts Gallery – Please see the email dated January 17, 2022, 10:23 am.
- VI. **University Senate President’s Report**
 - a. Vacancies: Filled and Ongoing:
 - i. Dr. Deborah Woo, Literacy Education Dept. has agreed to serve on the Senate Curriculum & Instruction Committee (C&I) the committee needed a COE rep. **MOTION** by Michelle Rosen: To approve/appoint Dr. Deborah Woo to the C&I Committee: **Approved**
 - ii. There is a vacant position for a Professional Staff Senator-at-Large. Any Professional Staff interested in filling this position until the next Senate election, please send your name to the Senate office.
 1. Theresa Spataro self-nominated
 2. Will wait until the end of the week.

- iii. The Faculty & Professional Staff Affairs Committee still needs a representative from the College of Professional Studies. Those interested are encouraged to send your name to the Senate office.
- iv. COE rep is needed to serve on the General Education Committee on Assessment and Policy (GECAP). The Committee is asking for volunteers/nominees to serve. There are currently seven members. The Committee needs 11 members. They can come from any college.
- b. Updates on previous meeting issues:
 - i. Counseling Center – Academic Support and Services Committee met with Dr. John Sherry, the new head of Counseling Center and we will be inviting Dr. Sherry to present at the March meeting.
 - ii. Cross-listing of courses: Discussions are underway between the Provost's Office, Registrar, and Senate.
 - iii. Academic Support and Services has also begun discussion on changes to our course scheduling blocks and is gathering information.
 - iv. Following the November meeting where we had several of our student senators raise concerns about the student experience at NJCU. The *Gothic Times* published an article interviewing the student senators and administration response to the concerns. In response to an inquiry on the status of those concerns, Dr. Moran reached out to SGA and our Student Senators to explore the ways the Senate can assist. An update will be provided at the March meeting.
- c. Updating Policies
 - i. Policy on Honorary Degrees is being worked on in the Faculty & Professional Staff Affairs Committee. Need to discuss with Administration and get DRAFT to Senate to move along. To be discussed in the March meeting.
 - ii. Search Committee guidelines are in discussion with the Provost's Office; the need to update the guidelines was recognized. This work has not yet begun. The Senate will be updated.
 - iii. Establishment of Departments and Centers Policy is from 1979. In discussion with the Provost's Office, the need to update the policy was recognized. This work has not yet begun. We do expect to have a revision ready for Senate review at the March meeting.

VII. SACC Report:

- a. The Senate approved the following department name changes:
 - i. Department of Sociology and Anthropology to Department of Sociology, Anthropology, and Social Work
 - ii. Department of Chemistry to Department of Chemistry and Biochemistry
 - iii. The Senate discussed the inconsistent processes used for name change. There is a need to formalize the process.

- b. Senate Approved Program Proposals:
 - i. BA in Music, Multi-Style Strings
 - ii. BS in Forensic Chemistry
 - iii. Minor in Business Information Systems
- c. New Business
 - i. Academic Support & Services Committee (AS&S) and the Solar Task Force. We noted that the solar committee was folded into the Sustainability Council, but that body had not yet met. We invited Aaron Aska to present an update at today's Senate meeting, and, as an aside, the Sustainability has begun meeting and the Senate is represented.
- d. COVID
 - i. The President will discuss current class modalities and offerings with the Provost as soon as possible.
 - ii. Testing is still being done, especially for athletes.
 - iii. Will work on COVID testing availability for Fort Monmouth.
 - iv. Report65 will be updated for course modality.

VIII. Resolution for Senate to meet on Zoom

- a. Andrew Bossie asked to introduce a resolution to vote as a body on whether we will stay online for the rest of the semester.
- b. Fran Moran: Ruled it out of order. Reason: We don't get to tell the University where we meet. If the University says everything is live, then we are going to go live. We are going to follow whatever the University policy.
- c. Joe Moskowitz motioned: The senate seeks to decide for itself whether it will meet on campus or using Zoom and calls upon the administration to accept the Senate's ability to make the decision for itself.
 - i. Fran Moran: Ruled out of order: Stated why: We can't pass things that would go against university policy or any state policy.
 - ii. Joe Moskowitz: Motion would go to the Admin at SACC asking the Administration to agree. Not setting policy, just advocating that the Admin. agree or not agree.

IX. SGA Report: Mr. Thyquel Hailey, SGA President (Attachment #1)

- a. Recap of Green & Gold Days to show case clubs – 2 days to minimize # of people; 22 clubs, 25 department and Greek organizations, and 300+ students attended.
- b. Scholarships: there will be 70 winners - \$100,000
 - i. First Generation (20); Veterans (2); Dreamers (25); Graduate (5); Parent (3); Academic (5)
 - ii. \$460,000 through Project Leadership; \$200,000 through Insurance
- c. Initiatives
 - i. Free Pad & Tampons dispensers on campus

- ii. Digital Kisok in GSUB
- iii. April elections & year end events prep
- d. SGA Expansion
 - i. Student Veterans now has SGA budget and parameters
 - ii. Dreamers Club, Dance Club, Test Prep Club

X. University Senate Committee Reports:

- a. **Graduate Studies Committee:** Dr. Amit Mokashi & Dr. Xiaodi Zhu, Co-Chairs (Attachment #2)
 - i. The committee was asked to review the “policy for program revisions.” The committee is considering using AIC manual and Middle States Substantive Changes Policy as guidelines. They will review both manuals and suggest a list of items to be reviewed and approved by the Senate.
 - ii. The committee reviewed and approved the course inactivation proposal for LTED 642: Seminar in Reading: Select Topics
 - 1. Deactivation by Fall 2022
 - 2. **Action Item: Approved by Senate**
- b. **Community Engaged Learning Committee,** Dr. Jennifer Musial, Chair (Attachment #3)
 - i. Community Engaged Learning (CEL) is now a drop-down menu in PeopleSoft allowing students an easier search.
 - ii. Jennifer Fitzgerald passed along list of requests to the third-party developer at CIM so that faculty proposing or amending courses can label them as CEL courses. It will be a check box.
 - iii. The Committee is modifying the rubric for the approval device for CEL courses; hopefully for Fall 2022.
- c. **Curriculum & Instruction Committee (C&I),** Dr. Michael Rotenberg-Schwartz, Chair (Attachment #4)
 - i. Approved certificate: Certificate in Behavior Management and Introductory Applied Behavior Analysis
 - ii. Approved course: EESC: Environmental Law and Politics
 - iii. Approved course: EESC: Natural Disasters and Society
 - iv. Approved course: EESC: Environmental Justice for Our Community
 - v. Approved course: FINC: Analysis and Design of Business Information Systems
 - vi. Approved course: FINC: Basics of Business Telecommunications and Technology Infrastructure
- d. **Faculty & Professional Staff Affairs Committee,** Ms. Khadija Diop, Chair (Attachment #5)
 - i. The Committee has been tasked with reviewing the Emeritus Nomination Applications and has begun the process. The committee met once to discuss applications and has another one scheduled following the Senate meeting of February 14th, 2022.

- ii. The Committee is also preparing to review Sabbatical Leave Applications and Mini-grant applications and will do so upon receipt of these applications.
- e. **General Education Curriculum & Instruction Committee (GECC), Dr. Andrew Bossie & Dr. Marcin Ramocki, Co-Chairs (Attachment #6)**
 - i. Changed Student Learning Outcomes (SLO) for 17 courses, CEL – 8 courses
 - ii. Confusion about what qualified for Civic Engagement & Intercultural Knowledge (CEIK). GECC is taking a liberal view of it. Shortage of CEIK courses and Info & Tech Literacy (ITL) courses.
 - iii. Other SLOs are over supplied: Oral Communication (OC) and Quantitative Literacy (QL).
 - iv. Should think very strategically for the future since there was believed to be an upcoming budget cut to affect GenEd courses. (Note: Provost Jhashi later stated that there is no target to cut GenEd courses.)
 - v. The Administration has proposed a 20% cut to the supplemental instructional budget for AY2022/2023. This is likely to disproportionately affect GenEd as departments try to preserve major classes. This is going to make the shortage of GenEd courses for students worse than it is. GenEd courses are already running at 100% capacity. We will lose students who cannot register for the classes they need. This will also slow down degree progress for those students willing to tolerate waiting for the classes they need to become available. The committee is trying to figure out strategies for harm reduction given the impending squeeze on the GenEd curriculum.
- f. **Planning, Development & Budget Committee, Dr. Joyce Wright, Chair (Attachment #7)**
 - i. Will meet with Errol Narvaez, B&N Bookstore. There will be a motion forthcoming: Textbook Rentals Bundled with Tuition Resolution Proposed by the Senate Executive Committee.
 - ii. Unfinished business:
 - 1. Associate Provost Dr. Aydan will review the committee's proposed budget worksheet guide and review in accordance with the new AIC guidelines.
 - 2. From December Meeting. Not Approved: Doctorate in Psychology (34 credits). Table 5. The narrative states this is a 2 ½-3-year program, and revenue is projected at 2 years. Table 6. The Doctoral Coordinator lists a cost of \$144,000. Is this a new role? Is this related to any accreditation requirements or a dual capacity? Asking proposer to recalculate year 1 for the net revenue. Joyce Wright will follow up with the author of this program.
 - iii. New Business:
 - 1. Not Approved: Certificate in Behavioral Management and Applied Behavioral Analysis (13cr.). Received 12/20/2021. The narrative states that the program is 3 semesters, but tuition calculation is based on 2 years (4 semesters). It would be clearer if presented by terms (1-3). The narrative states that this program has adequate resources necessary, but

two adjuncts have been hired for year 1, teaching 6cr. (\$10,230) and second year, adjunct cost doubles to (\$20,460). Friendly recommendation, to hire a position of the NTPP.

2. Not Approved: BA Elementary Education (K-6) with Literary Focus 120 cr. Received 12/21/2021. Requested a budget, the narrative states the program will use adjuncts, what will be the revenue, grant funds used, and how will they impact this program?
3. Reviewed: Reading Specialist Certification, MA 33cr. Received 1/18/2022. Credits changed for this program. Reviewed by Committee; no budget consequences. Report to the University Senate Planning, Development and Budget Committee 2021.
4. Reviewed: School Psychology Professional Diploma, MA 74cr. Received 2/1/2022. Reviewed, curriculum changes only.
5. Not Approved: Minor in Environmental Studies, BS 24 cr. Undergraduate Minor. Received 2/1/2022. Table 5. For year 1, one adjunct is projected (9cr.) and one full time faculty teaching (3cr.). Then sequential years as enrollment increases, adjuncts and faculty remain the same. Full time faculty are projected on the AFT contract dated 2015-2019. Requested an update.
6. Max Herman discussed that the Supplemental Instruction Budget has been cut by \$2 million for the University and \$1 million for the College of Arts and Sciences. This budget is used to pay adjuncts and overload pay. The proposed budget for AY 2022/23 is set by the Administration. This budget was cut due to declining enrollments. This will impact the Committee's review of programs that may depend on the utilization of adjuncts, especially new programs. This may impact course caps for full-time faculty. The question is, how is the Supplemental Instruction Budget calculated to close the gap of approximately \$2 million dollars the first year? The Science Department is believed to use grant money for the supplemental budgets. Joyce Wright will invite Jim White to the next meeting to explain the process of supplemental budgets. This information will provide additional information for this Committee when considering new programs that rely on adjuncts.
 - a. Provost Jhashi informed the Senate and the PD&B of an error in fact. The budget numbers are changing.
 - b. Provost: Targeted cuts to GenEd are not happening. NJCU is in a deficit next year and working very hard to preserve the academic core of NJCU. Working on the numbers now. In item #8 of the PD&B report, the BOT does not set the budget. They only approve it. Additionally, NJCU is still searching for new faculty.
 - c. Provost - Zoom – Admin does not dictate to the Senate how they meet. It is up to the Senate. It was stated that online meetings were needed for convenience, not COVID.

- d. Ethan Prosen – Stated that to his knowledge, the Science Dept. does not use grant money for supplemental budget. Yufeng Wei agreed and declared that statement should be removed from report.
 - e. Max Herman – There is a \$1 million cut in the CAS budget. The Dean gave a Feb. 15 deadline to cut classes for adjuncts. Jim White has been invited but has not attended for clarification.
 - 7. Committee: Denise Serpico stated that with the changing population of Jersey City, gentrification may likely have an impact on the students that attend NJCU. Her suggestion was to create additional MS/MA programs.
 - 8. Joe Moskowitz: Will the PD&B have a role in the budget discussions. Joyce Wright will make the request.
- XI. **Sustainability Update:** Dr. Aaron Aska, VP, Chief Operations Officer, Operations & Innovations
- a. 5 years ago, NJCU participated in Global Sustainability Survey. 50 questions/6 categories (country rank): Setting and Infrastructure (26); Energy & Climate Change*(17); Waste*(26), Water (26), Transportation* (7), Education (21). Country Ranking: (8); Global Ranking (406/956). (* Indicates strengths)
 - b. Growth since 2017
 - c. 2021 highest ranking
 - d. Challenging year because of COVID but scored high on COVID related questions: Response to COVID – Maintained activities during COVID; Health & Wellness Center; Testing and vaccination; Sanitizer stations.
 - e. Other strengths: Lactation room; 24/7 security dispatch; Energy efficient equipment, Building Management System (BMS); Recycling program for waste is extensive; Hydration stations; Hand sanitizing stations; Efficient water usage; Shuttle service, zero emission vehicles and charging stations; Pedestrian paths; Decreased parking; BA in Sustainability; 70 scholarly publications; Cultural activities via Zoom.
 - f. Areas where NJCU needs to increase score: Low % of budget toward sustainability: High total electricity usage; No renewable energy source; No food waste disposal; No rain barrels; Decrease parking area more; Low % of events; Low # of student organizations; Increase # of courses.
 - g. Have a sustainability website that will be public soon. Creating metrics to show data in each of the six categories.
 - h. West Campus is the only Leed Certified building.
 - i. There is growth in education and research.
 - j. Sustainability Council – Scott Mittman and Aaron Aska are Co-Chairs. Will provide achievable goals and report to the Senate.
 - k. No budget; voluntary work
- XII. **New Business**
- a. **Resolution:** Put forth by Andrew Bossie, Chair, Economics Department, NJCU School of Business

WHEREAS the COVID pandemic is not over.
AND WHEREAS online meetings engender more participation and engagement.
AND WHEREAS online meetings have become a ubiquitous tool of all types of organizations.
AND WHEREAS NJCU itself is becoming a university with multiple satellite campuses.
AND WHEREAS Senate membership deserves to know well in advance how meetings will be conducted so schedules can be organized.
BE IT SO RESOLVED that the NJCU Senate will remain online for all of the Spring 2022 semester.
BE IT SO RESOLVED that a vote will be held at the last meeting of every semester starting May 2022 so that the Senate can decide as a democratic body the mode (online or in person) in which meetings will be held for the following semester. In the event a vote is not taken by the end of the semester, or the vote is tied the mode stays the same for the following semester.

Zoom Vote: 42-2 Approved

Adjourned: 3:29 pm

Respectfully submitted by: Venessa Garcia, University Senate Secretary