



University Senate  
Professional Studies Building, 203A rm. 3

**MINUTES OF MEETING**  
**March 21, 2022 – Via Zoom**

**ATTENDANCE:**

**Presiding:** Dr. Fran Moran, University Senate President

**DEPARTMENTS PRESENT:** A. Harry Moore, Harriet Phillip; Accounting, Lukas Helikum; Biology, Anthony Esposito; Chemistry, Chitra Narayanan; Computer Science, Mort Aabdollah; Counseling Education, Grace Wambu; Criminal Justice, Bill Calathes; Economics, Andres Bossie; Educational Leadership, Christine Harrington; Educational Technology, Chris Carnahan; Elementary/Secondary, Arlene Bloom; English, Barbara Hildner; ESL, Anne Mabry; Finance, Zhimin Wang; Dept. of Earth & Environmental Science, Hun Bok Jung; Fitness, Exercise and Sports, Manuela Caciula; Health Sciences, Erin O’Neill; History, Jacob Zumoff; Latin American Studies, Virginia Ochoa-Winemiller; Library, Min Chou; Literacy Education, Michelle Rosen; Management, EunSu Lee; Marketing, Zui C. Lee; Mathematics, Gunhan Caglayan; Media Arts, Joel Katz; Dept. of Multicultural Ed., Vesna Radanovic-Kocic; 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:** African/Afro American Studies, Sonya Donaldson; Alumni, Jane McClellan; Art, Hugo Bastidas; Early Childhood Ed., Basanti Chakraborty; Fire Science, Walter Nugent; Dept. of World Languages & Cultures, Marcelo Fuentes.

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

**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:** Crystal Genthe. Ruth Diegue.

**STUDENT SENATORS ABSENT:** David Moran, Alnoor Cheema.

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

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

**University Senate Meeting**  
**Monday, 21 March 2022**  
**2:00 – 4:00 p.m.**  
**Via Zoom**

**Minutes**

**All attachments are linked below and are here:**

<https://livenjcu.sharepoint.com/:f:/s/SenateOffice/EvBoe3zva4JHvqnEHUktnQIB-zLnrSLIOAkSCaKrxtiMvg?e=75q85g>

Started 2:00 pm

- I. Test Zoom Voting - Successful
- II. Motion to Approve the University Senate Meeting Agenda
  - a. Rubina Vohra asked to include into New Business a discussion on the cost and effectiveness of computer software
  - b. Motion to approve amended by Joyce Wright: Approved
- III. Motion to Approve the University Senate Meeting Minutes of the February 14, 2022 Senate Meeting
  - a. Motion to approve minutes by Marilyn Ettinger: Approved
- IV. Announcements
  - a. Fran Moran will not read announcements since they are online and he does not want to give preference to any events
- V. University Senate President's Report, Dr. Fran Moran
  - a. There was no SACC meeting.
  - b. April 13 & 14 Senate elections; April 5 nominations close
  - c. Two years ago, the Senate approved the GCAPP expansion to eleven members and is still trying to reach this goal.
    - i. Michael Rotenberg-Schwartz volunteered for the GCAPP Committee.
    - ii. Motion by Venessa Garcia to approve addition of Dr. Rotenberg-Schwartz.  
Approved
  - d. April 8 is the deadline to nominate for Joe Riotto Award; requirements can be found in the Dropbox.
  - e. Fran Moran wants to add a 2<sup>nd</sup> May Senate meeting for reorganization. His suggestion for the meetings are May 2 and 4<sup>th</sup>. Discussion that there is conflict with SGA May 4<sup>th</sup> end-of-year ceremony.

- f. Policies will be presented at the April meeting: 1) Establishment/Consolidation of Departments & Centers, and 2) Guidelines for Search of Dean and Other Administrative positions.
  - i. Request on the status of departments with name changes. Fran Moran will check on the status.
- g. We need to amend the NJCU Constitution (2003).
  - i. Discussion around the need for a consultant to amend the Constitution. The Senate will need to approve any changes to the Constitution.

VI. SGA Report: Mr. Thyquel Hailey, SGA President

- a. Running elections
- b. Running open enrollments for Senators
- c. Opened \$100,000 for student scholarships; can apply to 2
- d. Student survey on the textbook bundled with tuition proposal has been administered
- e. End-of-year ceremony May 4<sup>th</sup>: State of the SGA, Inauguration, Award Ceremony
- f. Athletic accomplishments

VII. University Senate Committee Reports:

- a. Community Engaged Learning (CEL): Dr. Jennifer Musial, Chairperson  
**(Attachment #1)**
  - i. Working on revision of CEL rubric
  - ii. CEL is in PeopleSoft and in CIM
  - iii. Plan to work draft bylaws
- b. Curriculum & Instruction Committee, Dr. Michael Rotenberg-Schwartz, Chairperson  
**(Attachment #2)**
  - i. Reviewed draft Policy for Revision of Existing Programs, nothing to add; endorsed the policy.
  - ii. Approved Minor in Environmental Studies
    - 1. Will vote on proposal after PD&B report later in meeting
  - iii. Approved Course in Popular Film: How Movies Shape Views on Teachers, Students, and Education
- c. Faculty & Professional Staff Affairs Committee, Ms. Khadija Diop, Chairperson
  - i. Reviewed all Emeritus Status Award, Sabbatical, and Mini-Grant applications and forwarded their recommendations.
- d. General Education Committee on Assessment & Policy (GECAP), Ms. Theresa Spataro, Chairperson  
**(Attachment #3)**
  - i. Assessment work in Civic Engagement (CE) is proceeding. Selected committee members will participate in the American Association of Colleges and Universities (AAC&U) professional development and certification as an evaluator.
  - ii. GECAP is short one member
  - iii. Outlining analysis of the Gen Ed program with regard to course scheduling and distribution to Los.
  - iv. Determining alignment with MSCHE guidelines in anticipation for the next review.

- e. Graduate Studies Committee (action item), Dr. Amit Mokashi & Dr. Xiaodi, Zhu, Co-Chairs **(Attachment #4)**
  - i. Discussed Policy for Program Revisions in relation to AIC & MSCHE requirements and accrediting other bodies.
  - ii. Examining creation of 4+1 masters programs: purpose and total credits
  - iii. Approved course: ACCT TBD-7: Information Systems Auditing
    - 1. Motion approved
  - iv. Approved course: Teaching Methods in Econ & Per Fin
    - 1. Contingent of changing: Component Workload to 3 credit hours
    - 2. Motion Approved
  - v. Approved course: Financial Literacy Practicum
    - 1. Contingent of changing: Component Workload to 3 credit hours
    - 2. Motion Approved
- f. Planning, Development & Budget Committee (PD&B) (action item), Dr. Joyce Wright, Chairperson **(Attachment #5)**
  - i. Invited bookstore to March 1 meeting to discuss Textbook Rentals Bundled with Tuition Resolution but he did not attend.
  - ii. James White joined the meeting. PD&B brought forward clarity for supplemental instruction budget. Dilemma – so many program proposals are dependent on adjuncts. Mr. White thought that the CARES money could be explored. Summer teaching could take comp time – PD&B disagreed. Enrollment and cost structure are not aligned.
  - iii. Did not approve of Doctorate in Psychology – course-offering discrepancy in proposal; projected student enrollments did not seem to have sufficient faculty.
  - iv. Motion to approve Minor in Environmental Studies. Approved
  - v. Did not approve: BA in Elementary Ed. There is a very large attrition rate, and no total projection for each year. The expense table had different student estimates per year.
  - vi. Approved: MS in Athletic Training.
    - 1. Graduate Studies has not yet reviewed so cannot vote on it yet.
  - vii. Not Approved CJ BS/MS Bridge Program – student/budgets did not align
  - viii. Requested that SGA present the result of the textbook bundle survey to the Senate.

- VIII. NJCU Update, Dr. Sue Henderson, President
  - a. Cut in adjunct budget; will use some of the COVID money
  - b. \$10 mil loss in revenue with loss of student enrollment
  - c. Discussed the Schedule 1 FY2022 Operating Budget
    - i. Taking some open faculty lines to increase adjunct budget
    - ii. On track to end in the black
  - d. Discussed Schedule 2 FY2022 Capital Budget Update
    - i. FY2022 Target Capital Budget: \$12.5 mil; FY21 Projects to Carry-Over to FY 2022: \$1.763 mil.

- ii. Discussed approved projects, e.g., psychology lab renovation, JMAC pool area, Grossnickle Classroom renovations, additional 50 licenses for Oracle Software, SoB project, NJCU Career Center, NJCU fire alarms, relocation of Sponsored Programs to PELL, OSP Office renovation.
  - iii. After: Funding Available: \$400,422
- b. Discussed Schedule 3 Historical Working Capital Schedule
  - i. Working capital: \$49.3 mil; Assumed Avg. 1 Day Expenses: \$448,195
  - ii. Ending days cash on Hand 2022 - 80.52
  - iii. We lose 10% students every semester
- c. Discussed Schedule 4 FY2023 Operating Budget Update
  - i. Total Tuition & Fees: \$88.5 mil
  - ii. Total Revenues: \$164.9 mil
  - iii. Total Expenses: \$164.9 mil
  - iv. Net surplus/(Deficit): \$0
- d. Discussed Schedule 5 FY2023 Operating Budget Savings Part 1
  - i. Updated forecast (2% inc. in enrollment/2.85% increase in tuition): \$2 mil
- e. Discussed Schedule 5 FY2023 Operating Budget Savings Part 2
  - i. Confirmed budgeted savings: \$10.9 mil
  - ii. Dr. Henderson will ask Ben Rohdin about cuts to enrollment mgt.
  - iii. Early separation: 14 f/t faculty; how does it impact department who need f/t lines? Dr. Henderson is committed to do searches for more faculty where needed.
  - iv. Ed. Leadership: doctorate fee + a program fee – will that \$ be subjected to the 25% (118 Accounts) - No
  - v. Furloughs are negotiable items. So, how did they come up with the savings? What is the projected amount of time on furlough?
    - 1. Modeled after the last furlough, which was implemented statewide.
  - vi. SOB Strategic Plan – Innovative Ally – creating a new non-profit is not included in the university’s budget. SOB will be putting in \$100,000 into the non-profit but it is not shown in the budget.

IX. ACE Learner Success Lab, Dr. Gail Fernandez, Ms. Veronica Garcia, and Dr. Jason Martinek, Co-Chairs **(Attachment #6)**

- a. Academic Affairs Initiative to deal with the retention and graduation rates.
- b. Figuring out what we do well and what we can work on to help support students.
- c. American Council on Education (ACE), Cohort 2, Mary Churchill, Coach, from Boston University; helping us to identify areas to assess; 18-month long process
- d. Making data-informed decisions; being responsive about what is going around; taking into account diversity and inclusion, from a learner’s perspective. How can we improve outcomes?
- e. 3 working groups/strategic areas: 1) creating a Center for Teaching and Learning; 2) curricular & instructional refinement to improve learner outcomes; and 3) enhancing wrap-around services

X. New Business

- a. On purchasing of current software packages: Infosilem, EAB, CIM
  - a. Infosilem – most chairs are changing the schedule to make it more effective. It is not effective, wasting money.
  - b. Senate suggested that a resolution be put forth for next meeting.
  - c. rpk Group report for administrative services stated that NJCU should design a technology process that is inclusive of all stakeholders. Need an IT governance that includes all stakeholders.
  - d. Motion by Max Herman: In light of recommendation from the rpk Group, the Administration shall consult with the Senate Instructional Technology and the PD&B Committees on all university-wide software purchases and contract cancellations.
    - i. Passed: 36-4
- b. Andrew Bossie: Requested an agenda item on IT governance at NJCU for next Senate meeting.

Adjourned: 4:00 pm

Respectfully submitted by:

Venessa Garcia, University Senate Secretary