

Meeting #1

University Senate Meeting Monday, 19 September 2022 2:00 – 4:00 p.m. Via Zoom

Draft Minutes

All attachments are in the link below:

<https://livenjcu.sharepoint.com/:f:/s/SenateOffice/EkTu89l3pH5HqqnlcLLO6ZEBc42kdniO-sSG7nreLWIq7A?e=f0glxS>

Started: 2:00 pm

I. Test Zoom Voting

- a) Successful

II. Motion to Approve the University Senate Meeting Agenda

- a) Added New Business: Critical Priority Teams discussion

III. Motion to Approve the University Senate Meeting Minutes of the May 2, 2022 Senate Meeting

- a) Approved

IV. Announcements

- a) Congratulations on new appointments Dr. Yufeng Wei, Associate Professor of Chemistry and SEC member will serve as the inaugural director of the Center for Teaching & Learning; Dr. Esther Nir, Associate Professor of Criminal Justice, has been appointed Director of the Honors Program. Dr. Jason Martinek and Ms. Sarah Ambrose-Roman will be coordinating the OTC program. Dr. Wanda Rutledge, Interim Assistant Dean and Director of Graduate Business Programs will be directing day-to-day activities at Ft. Monmouth.
- b) Dr Joe Moskowitz, Dr. Gloria Boseman and Ms. Cynthia Vasquez, the Joe Riotto Award Recipients, will be receiving certificates soon and a plaque will be ordered this semester for public display, location to be determined.

V. University Senate President's Report, Dr. Fran Moran

- a) The provost's office announced that Dr. Tamara Jhashi will be leaving the Provost position next week. Senate Executive Committee publicly thanks the Provost for her efforts on behalf of the Senate. Fran Moran and Chris Shamburg met with Dr. Jhashi before every senate meeting. At each of these meetings, Dr. Jhashi not only had a copy of the Senate agenda at the ready, but copies of every committee report and pending action that was uploaded to the Senate folder. The reports were regularly marked up with her comments, concerns, and insights. They were impressed that she took the time to read and reflect on the material.

After last September's vote of no confidence, Dr. Jhashi was the main Administration person who worked with the SEC to try to repair the relationship between Senate and administration. She offered important guidance for how to strengthen the senate and we were making real progress in working collaboratively before the current crisis hit. Even within that crisis, we can see the benefits of the work that was underway and that will be discussed today. It is unfortunate that her tenure here was shaped by a once in a generation pandemic and financial emergency. We wish her well in her future endeavors.

b) **SACC Report**

- i. SACC met on June 13, 2022.
- ii. The policy on consolidating/creating/dissolving departments was reviewed and accepted with minimal discussion.
- iii. We reviewed the Early Adoption textbook policy and at that point, administration reported that Barnes & Noble was pleased with the faculty response in submitting book orders, we reviewed the various dates and deadlines for students to opt in/opt out and noted that the program was ready to launch this semester.
- iv. We discussed formalizing and tightening the working relationship between administration and our committee system; focusing on both the benefits and risks of having a more visible and consistent administration participation in some committee work. It was one of the innovations we worked on last year and was successful. For example, we were able to get a fast-track Gen Ed motion, the department consolidation policy, and event noise policy passed at the senate and approved at SACC with minimal discussion. All of those were developed in committee with Senate and administration involvement.
- v. We discussed the start dates for the summer semesters (particularly the short turn around between the spring and summer 1 sessions) and the need for an updated faculty handbook.
- vi. Finally, we asked for a follow up meeting to discuss progress on our work with the consultant from the Association of Governing Bodies (AGB).

Updates:

c) **AGB Update**

- i. Throughout May and June, the SEC continued to meet with an advisor from AGB to discuss shared governance and the relationship between the Senate, Administration, and the Board of Trustees. Updates were sent to the Senate listserv after each meeting. At the end of June, we had expected to spend the rest of the summer coming up with language to revise the Senate Constitution to present to the Senate today and get the amendment process going. Shake up in administration changed priorities and it looks like we can have those suggested revisions by the November meeting.
- ii. MSCHE wants updated statement on what steps the University is taking to clarify shared governance relations, so we do need to move things along.

d) **Academic Affairs Crisis Team Update**

- i. After the Board of Trustees announced the financial emergency, the departure of President Henderson, and the adoption of the 90-day budget,

the Acting President and the remaining members of upper administration met with the SEC on July 28 to provide a status report on the state of the University. Following that meeting we met with VP Andy Acebo on Aug 3 to discuss his Crisis Team and worked out a way for the Senate to be involved. Fran Moran sent an email to Senators on Aug 10 asking for volunteers and we forwarded a list over to Andy.

- ii. On Aug 17, we met with the Provost and at the outset of the meeting she informed us that we (the SEC) would comprise half of her crisis team (the other half included the deans of the 4 colleges; the AFT president was also listed as a member). The charge of the team was to identify program cuts within the university, and that this list needed to be completed by Aug 31. The SEC met twice weekly, once among ourselves and once with the bigger team. In addition, we were in regular email communication with each other. Fran Moran also provided regular updates to the Senate listserv. We contacted chairpersons of each department and program in the 4 colleges and asked them to identify programs within their purview that they believe could be eliminated. We also included data from COGNOS identifying all the programs currently within the Peoplesoft system. On our last Team meeting, Aug 31, we provided our recommendations to the provost that we continue to allow natural attrition to reduce faculty count and we provided a list of some 50 programs within COGNOS that chairs recommended could be cut. Admittedly, most of these were Co-major, co-minor coding issues within Peoplesoft, but we believed it would provide sufficient evidence that Academic Affairs was committed to rightsizing. At the end of the meeting, we (the SEC) decided to discontinue our relationship with the TEAM.
- iii. It should be noted that both initiatives (the AGB and the Crisis Team) were possible because of the work we did over the past year to build relations and improve trust between the Senate and administration.
- iv. Finally, at last week's Board of Trustees meeting Fran Moran read a statement expressing SEC and we believed Senate perspective on the current crisis. That statement is available in the dropbox if you missed it in your inbox.
 1. Dr. Gloria Boseman applauded Fran's address to the BOT
 2. Motion: Senate endorses the comments made by Senate President Fran Moran to the Board of Trustees at the meeting of Sept. 12, 2022.
 - a) Motioned by Chris Shamburg; 2nd: Joel Katz
 - b) SGA was disappointed with the BOT. Two-day notice policy to speak is unrealistic and requests that it be changed.
 - c) **Motion passed unanimously**
- e) Two volunteers for the Committee on Engaged Learning: Dr. Kathy Rennie & Dr. Louise Stanton were appointed
- f) Volunteers for the below vacancies were asked to send their name to the Senate office.

- i. Two (2) Professional Staff Senator-at-Large vacancies
- ii. Academic Standards Committee: 1 faculty/professional staff and 1 student
- iii. Academic Support & Services Committee: 1 student
- iv. Committee on Instructional Technology: 1 student
- v. Curriculum & Instruction Committee: CPS rep and 1 student
- vi. Elections Committee: 1 faculty/professional staff and 1 student
- vii. Faculty & Professional Staff Committee: CPS rep and 1 student
- viii. Graduate Studies Committee: 1 student
- ix. Planning, Development & Budget Committee: 1 student and ex-officio TBA
- x. Student Affairs Committee: 1 student
- xi. General Education Committee on Assessment & Policy (GECAP): COE and CPS needs to be represented and 1 student
- xii. General Education Curriculum Committee (GECC): CPS needs to be represented and more CAS members needed and 1 student
- g) Dr. Fran Moran spoke to the BOT and shared with the Senate

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

- a) Will be meeting with Ben Rhoden to review data on the textbook policy
- b) Met w/Ben Durant about SGA budget; will be following up on tuition increases and where the money goes
- c) Put \$20,000 toward Robert Wood Johnson proposal for students who do not have insurance giving them access to its urgent medical center.
- d) Student Council meeting will be on Sept. 26. Looking to fill some open positions.

VII. University Senate Committee Reports:

- a) Committee on Instructional Technology, Dr. Christine Harrington, Chair
 - i. Recommendation: It is recommended that the Fundamentals of Online Teaching course be revised so that it is delivered in a way that models best practices including the assessments used in the course, uses current tools available at NJCU, and highlights essential learning content that will support diverse learners. With the expectation that NJCU is launching a new Teaching and Learning Center this fall, an appropriate timeline would be for this revision to be conducted by online learning in collaboration with the TLC by the end of Fall 2022.
 - 1. Motion passed**
 - ii. Recommendation: It is also recommended that the director of online learning serve as an administrative liaison member of the Instructional Technology Senate committee.
 - 1. Motion passed**
- b) **General Education Update**, Dr. Scott O'Connor, Director
 - i. GE Program Review Committee began work in June 2022. Launching a pilot in Spring 2023.
 - ii. Pressing concerns:

1. Transfer pathways: transfer of two-year college general education courses into NJCU is not smooth when they have not completed the associate degree and students may be turning to other colleges.
 2. Structure of some learning outcomes: some courses are not teaching both outcomes they have been approved for.
 3. Accreditation: no longer has a science requirement in general education.
 4. GE scheduling/finance: no budget for general education. Departments decide what courses will be offered. The general education Director can only advise departments what is needed. With fiscal crisis, the adjunct budget was cut which drastically affected student registration opportunities. Course caps were increased to ensure students were able to register for needed courses.
- iii. Will examine if there are existing courses that can be added to the general education program; look to what students take as general education at the two-year colleges to see if we can add them at NJCU, e.g., society & human behavior courses
 - iv. Extended pilot deadline: Oct. 10.
 - v. Student surveys will be sent out
 - vi. Will have a series of faculty conversations in October.

VIII. Honors Program Committee Update, Dr. Esther Nir, Director

- a) Welcomed Freshman class of over 90 students; 85 living in the dorms in a learning living community. 3.88 avg. incoming GPA.
- b) Honors Orientation: many members of the administration spoke; theme: community engaged learning – Judge Jablonski (correction) spoke
- c) In discussions with Dr. Jennifer Musial to increase the number of community-engaged learning courses.
- d) Working to increase the programming in the learning living community since there are so many students. Faculty have volunteered to speak to the students. Community speakers.
- e) Need to increase the number of honors courses (with so many students); interested in increasing the number of faculty teaching in the program.
- f) Imminent issues:
 - i. Admissions: meeting with Provost, Ben Rhodan, and Admissions to determine what the next class is going to look like; what will the package be?
 - ii. Subcommittees will be established: Admissions – processes and protocols will be established
 1. Senate question: will this be a Senate committee? TBD
 - iii. No group travel this year due to budget crisis. With the small budget left and existing commitments to students, they will focus on the seniors and possibly provide continental travel.

IX. Planning, Development & Budget Committee (no report)

- a) Mention: The PB&D Committee will be working with the budget more closely

- X. Career Success Lab Update, Ms. Melissa Faulkner, Director**
- a) OTC courses: students will be completing a self-assessment to help in career planning.
 - b) Career Communities: the website is live
 - c) Developing a career management system that will link students with coop faculty/classes, potential employers (Oct. 3); launched to students Oct. 24
 - d) A first destination survey; soft launch for the Dec. graduates.
 - e) Exploring current practices for experiential learning, e.g., project-based classes
 - f) Trying to rebrand the mentoring program

XI. Provost Tamara Jhashi addressed the Senate in a farewell and hopes that the Senate's focus will turn student academic success.

XII. Resolution from SEC:

Whereas adjunct faculty are a vital role in the academics of NJCU, with valuable contributions, experience, and concerns.

Whereas the current organization of the senate gives them no direct voice

We make a motion for the Elections Committee to research and make a recommendation for a system of adjunct representation, in line with the Constitution.

Motion: passed unanimously

XIII. New Business

- a) Critical Priority Teams: concerned that the leaders of the teams were part of the group leading NJCU into the current crisis are now tasked with leading NJCU out of the problem.
- b) SEC was asked to recommend volunteers for the academic affairs and governing affairs committees and did forward all volunteer names but did not know the outcome.
- c) Motion: Senate requests that the Administration announces the title and the objective along with the membership of the each of the Critical Priority Teams. (Joseph Moskowitz; 2nd Barbara Hildner)

Motion: passed unanimously

Adjourned: 4:07 pm

Respectfully submitted by
Dr. Venessa Garcia
Senate Secretary