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2 University Senate
3 Professional Studies Building, Room 203A Rm. 3; Extension 3459

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5 Meeting Minutes
6 University Senate Meeting
7 Monday, 13 November 2023, Meeting 3.
8

9 Via Zoom
10 Participants were required to register in advance at
11 <https://NJCU.zoom.us/meeting/register/tJItdOCgqjgtEt0wNEupJazdMD-cQ-OHwshf>
12

13 **SharePoint Link**
14 [2023 November 13 Senate Docs](#)
15

16 President Fran Moran called the meeting to order at 2:01 PM

- 17
18 1. Zoom Test—Zoom working
19
20 2. Motion to approve the agenda.
21 Motion passed
22
23 3. Motion to approve minutes
24 Motion passed
25
26 4. University Senate President’s Report, Dr. Fran Moran

27
28 SACC Report - meeting October 26, 2023
29

30 Considering the brevity of the October Senate meeting, we had a surprisingly lengthy and
31 productive SACC meeting on 26 October 2023. I take that as a good sign in that it shows the
32 ongoing commitment to shared governance. As we’ll see in a number of committee reports today,
33 relations between Administration and the University Senate have improved dramatically and we
34 welcome that change. So...

- 35
36 • Mission Statement
37 ○ We reviewed the Senate approved statement and received the administration
38 version. After some discussion, Administration agreed to send it back to our Ad
39 Hoc committee for further refinement. The latest version will be delivered later in
40 the meeting.
41 • Memorial Plaques
42 ○ Administration agreed to have nameplates added to the plaques on Raines plaza
43 and to hold an unveiling ceremony in spring 2024. They also agreed to include
44 Lewis Seagull in the honorees.

- 1 • Transfer Grading Policy
- 2 ○ Administration agreed to ensure that all programs follow the state mandated
- 3 policy on accepting transfer grades and to publicize that information.
- 4 • Educational Leadership and Multicultural Education Department Merger was approved.
- 5
- 6 • New issues that had not come up at the October meeting but were discussed:
- 7 ○ *Course evaluations.* We noted that last semester our Faculty and Professional
- 8 Staff Affairs committee recommended course evaluation software and given
- 9 where we are in the semester, we were looking for an update. That update is
- 10 included in today’s Faculty and Professional Staff Affairs committee report.
- 11 ○ *Promotions:* Per the Senate Constitution (Article III, section 3.c.7) and mindful of
- 12 the boundaries between AFT and the Senate roles, we asked administration to
- 13 provide some training on the Interfolio platform and recommended that they work
- 14 with our colleagues in AFT to push the deadline for application back a bit.
- 15 ○ *Online credits:* Based on a request from the Director of the General Education
- 16 committee, we raised the issue of perhaps setting a policy on the number of
- 17 degree credits that undergraduate students could register for in any given
- 18 semester. Before charging the Academic Standards committee I thought it
- 19 important in the spirit of shared governance to get a sense of administration
- 20 interest in the idea. There did not seem to be any.
- 21 ○ *University Advisement Center* – We asked Administration about the conditions in
- 22 the UAC in terms of the physical plant and noted that we would be charging the
- 23 Academic Support and Services Committee to report and recommend changes.
- 24 Administration informed us that a review of the physical plant in the UAC was
- 25 already underway. Of course that was before Vodra was under water, but I
- 26 digress.
- 27 ○ *Administration Topics*
- 28 ▪ In response to a question we asked about the Retention/Enrollment plans,
- 29 Administration noted the low participation in the Academic Master Plan
- 30 survey and low participation by faculty in the various initiatives and
- 31 events occurring on campus. That being said, check your emails,
- 32 particularly the “Other” folder if you’re using Outlook, for an email from
- 33 the Provost’s Office via the Office of University Communications that was
- 34 sent this morning entitled “Strategic Enrollment Plan: Asynchronous
- 35 Town Hall, November 13-24.” The email outlines the next step in the
- 36 process for our Strategic Enrollment Plan. It follows the same basic format
- 37 as that used for the Academic Master Plan. So get your post its and green
- 38 dots ready
- 39 ▪ Civility... Administration noted that some of the comments in the Padlet
- 40 for the virtual town hall did not represent the best of higher education. As
- 41 we participate in the Strategic Enrollment Plan Asynchronous Town Hall,
- 42 let’s keep an air of collegiality alive in posting to the Padlet.
- 43 ▪ Administration asked us to develop a policy for merging or creating
- 44 Schools and Colleges. I sent a charge over to the C&I committee to begin
- 45 working on that.
- 46

1 Moving on... We continue to have vacancies on a couple Senate Committee
2
3 Committee on Instructional Technology more people needed. There are 3 people on this
4 committee. 1 faculty, 1 professional staff and 1 student
5 Faculty & Professional Staff Affairs Committee
6 COE rep needed
7 Graduate Studies Committee
8 CPS rep needed
9 Planning, Development & Budget Committee
10 COE and CPS reps needed
11 Student Affairs Committee
12 CAS & SoB reps needed
13
14 If you are interested in serving on one of these committees, please send your name to the Senate
15 office (to Donna Piscopo)
16
17 Finally, a couple of Announcements:
18
19 Our online presence: Following up on Ira's presentation at the October meeting, just a reminder
20 that departments review their website on a regular basis and send any updates should
21 to webupdates@njcu.edu. Similarly, please review your directory page. If you need a new
22 headshot, please contact communications@njcu.edu and we will schedule a headshot with Paul
23 Gargiulo. To update your bio on NJCU.edu, including your profile, education, CV, LinkedIn
24 profile, links to media coverage you're featured in, or any of your published papers, send all
25 edits to webupdates@njcu.edu.
26
27 Also with finals looming:
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29 On behalf of Min Chou: Library Research Services for Students: Tomorrow, Tuesday, 14
30 November, and Thursday 16 November, from 10-4 pm on the 2nd floor of the Library, our
31 librarian staff is hosting a Library Research Open Class event, which will be held on Tuesday,
32 November 14th, and Thursday, November 16th, from 10 am to 4 pm, on the 2nd floor of the
33 Library. During this event, students will have the opportunity to meet with librarians who can
34 assist them in finding books on specific topics, locating peer-reviewed articles, and addressing
35 any questions they may have regarding the use of library resources. For students who are unable
36 to attend the open class, they can use the Ask-A-Librarian service available at
37 www.njcu.edu/library/ask to schedule individual research consultations.
38
39 This would be particularly important for SGA to relay to its constituency. And that provides my
40 segue into the SGA update with Jeremiah Yorker. Dr. Moran referred to the SGA Report
41 (SharePoint Link)
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43 Senate Committee Reports:
44
45 5. Academic Support & Services Committee Update, Dr. Nelda Ephraim, Co-Chair and Dr.
46 Zhimin Wang, Co-Chair (SharePoint Link)

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6. Curriculum & Instruction Committee, Dr. Michelle Rosen, Co-Chair (Report Attached)

7. Faculty & Professional Staff Affairs Committee, Dr. Max Herman, Chairperson (Report and Course Evaluation in the SharePoint Link)

Motion to approve Course Evaluation

Motion to return to committee, Joe Moskowitz

Motion seconded

Motion:

Return the form and report back to the committee. Ask the committee to:

- 1) hold open forums for faculty and student where they can make suggestions on the form and procedures
- 2) contact all of the academic departments and discuss the matter and make academic recommendations.

Motion to return to committee passed

8. Report from Mr. Brian Kirkpatrick, Vice President of Administration and Finance

Highlights: NJCU is projected to be in a much stronger position than in the past, about ‘break even’ this year without the State of NJ stabilization funds and can use that money for capital expenditures. A. Harry Moore came in 2.5 million over budget on revenue. Open positions are being reviewed and have not been filled. In the long term we are extended in debt and our capital is behind in spending. The Visual Arts Building is being listed for sale, Administration is still working on Fort Monmouth licensing agreement. We need to invest money in School of Business. Focusing on enrollment and academic masterplan are keys to revenue. The administration is reviewing all growth options.

9. Planning, Development & Budget Committee. Dr. Hanae Haouari, Co-Chair and Dr. Yufeng Wei, Co-Chair (Report in the SharePoint Link)

Motion to Approve the two merged departments, Fitness, Exercise & Sports and Health Sciences name change to “Health and Exercise Science”

Motion passed

10. Ad Hoc Steering Committee on Academic Integrity. Dr. Zui Rick Lee, Chairperson (Report in the SharePoint Link)

1 Committee is completed with work and is dissolved.

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4 11. Ad Hoc Strategic Planning Committee, Dr. Christopher Shamburg, Chairperson (Report in
5 the SharePoint Link)

6

7 Motion to approve revised Mission Statement:

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9 Mission

10 New Jersey City University seeks to empower its students through a highly accessible, equity-
11 driven, and transformative education that focuses on their personal, professional, and civic
12 development and facilitates their socioeconomic mobility.

13 Vision

14 At New Jersey City University our vision is to empower and uplift our diverse community of
15 students, including historically underserved and underrepresented, first-generation, and adult
16 learners. We aim to inspire intellectual curiosity and to nurture conscious citizenship and
17 community engagement.

18 We uplift our community through teaching, research, and service by dedicated and supportive
19 faculty, staff, and partnerships that create opportunity.

20 Discussion: there was a strong consensus in the discussion to replace the word ‘seeks’ with
21 “empowers.”

22 Motion passed

23 Meeting Adjourned 4:04pm

24

25 Respectfully Submitted,

26 Christopher Shamburg, Ed.D.

27 December 5, 2023

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