1 **Meeting Minutes**

2 **University Senate Meeting**

3 **Monday February 12, 2024**

4 **Meeting 5**

5 [2024 Senate Mtg February](#)

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7 - **President Fran Moran Calls meeting to order at 2:02pm**

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9 - **Motion to Approve University Senate Meeting Agenda**
10 *Motion Approved*

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12 - **Motion to Approve Senate Meeting Minutes f the December 13, 2023 Meeting**
13 *Motion Approved*

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15 - **University Senate President Report, Fran Moran**

16 For the first report of the new year and new semester, I want to start off on a positive
17 note. Please join me in congratulating Professor Martha Mooke in Music Dance and
18 Theater who won a 2024 Grammy for Best New Age, Ambient, or Chant Album for her
19 work on Carla Patullo's "So She Howls." Also, on another musical note, you may have
20 noticed the return of the bell tower chiming. While we know for whom the bell tolls, I
21 don't know exactly when nor why they ever stopped, but I would like to thank President
22 Acebo for bringing the ringing back. For me at least, they remind of my first years here,
23 and nostalgia for the good old days is not all bad.

24 As part of the University's Black History Month programming, Dr. Jennifer Mullen is
25 leading a conversation on mental health, oppression, and culture at 4 pm today, in GSUB
26 129. So let's keep things moving here so we can all move over there.

27 And completely at random and showing no special preference whatsoever, the Political
28 Science department has launched "Talking Politics: A Wednesday Afternoon roundtable
29 discussion of political events of the day. All interested students and faculty are invited to
30 the 6th floor of Karnoutsos for the fun.

31 Finally, graduation 2024 is fast approaching and we will be in a new venue. Wanda
32 Rutledge is coordinating the festivities and is seeking volunteers to assist in the planning
33 and execution events central to this most special day on the academic calendar. Please
34 contact her if you are interested in joining the team.

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1   SACC Report – SACC Meeting

2   Given the timing of the December Senate meeting (just before the end of the semester)
3   we did not have a formal SACC meeting. But given the time sensitive nature of some of
4   the motions passed we felt we needed SACC approval. So via email President Acebo
5   approved the motions proposed by the Faculty and Professional Staff Affairs committee
6   and adopted by this body; namely the changes to Emeritus status eligibility rules and the
7   reinstatement of sabbaticals. President Acebo did stipulate that he could not at that point
8   commit to any numbers as to how many sabbaticals were would be available.

9   To update on both of these: We would like to thank Ira Thor for setting up an Emeritus
10   faculty page linked to our Senate webpage. In our discussions about the changes to
11   Emeritus status we noted that the University did not maintain a listing of all recipients
12   and now we have that. Senate office will update with the names of the honorees and the
13   year the status was delivered. And on the sabbaticals, applications have been received by
14   the Provost's office, forwarded to the Senate Office and we have distributed them to the
15   Faculty and Professional Staff Affairs Committee for review and recommendation.

16   The motion proposed from Academic Standards and adopted by this body relating to a
17   change in grading policy was not handled by email and will be discussed at the next
18   SACC meeting.

19   By now everyone should be aware of the changes in the Provost office, and I'd like to
20   congratulate my colleagues Scott O'Connor and Jason Martinek for their new positions. I
21   remember interviewing Scott when he applied to be a professor here, and now he's my
22   boss. Time flies! In their new roles, Scott and Geordana have been working feverishly to
23   revive and repair the CIM system and they have kept the Senate Office apprised of the
24   progress. Venessa attended a meeting last week with them and a representative from the
25   corporate side of the house and we'll keep everyone updated on the progress. And Jason
26   reached out to meet with our Committee on Instructional Technology to discuss changes
27   to Blackboard. When I met with the Provost last week I expressed, on behalf of the
28   Senate, our appreciation of the administration's willingness to take the Senate's role into
29   account early in the process.

30   Finally, the last bit of good news, the empty committee seats have been reduced thanks to a wave
31   of volunteers from the College of Professional Studies:

32   **Motion to Approve/Appoint to the Committees**

33   Committee on Instructional Technology – Michael Wiltsey, Professional Security Studies

34   Graduate Studies Committee – Juste Codjo, Professional Security Studies

35   Planning, Development & Budget Committee – Kutub Thakur, Professional Security
36   Studies

1 **Motion Approved**

2 As for the remaining vacancies:

3 o Committee on Instructional Technology more people needed (open seats, no
4 specific distribution requirements)
5 o Faculty & Professional Staff Affairs Committee
6 o COE rep needed
7 o Planning, Development & Budget Committee
8 o COE rep is needed
9 o Student Affairs Committee
10 o SoB rep needed
11 o Senators-at-Large - vacancies for 1 full time faculty Senator-at-Large and 3 for
12 adjunct Senators-at-Large: 1 from COE, 1 from CPS and 1 from SoB

13 If you are interested in serving on one of these committees, please send your name to the Senate
14 office (to Donna Piscopo)

15 • **Senate Committee Reports**
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17 o General Education Committee Report (SharePoint Link)
18 Caroline Wilkinson, Chairperson

19 **Motion to approve General Education Committee Critical Thinking Assessment**

20 Be it resolved that:

21 A. The General Education Committee will regularly assess Capstone projects for the Integrative
22 Learning outcome and develop a mechanism for assessing and enhancing critical thinking across
23 the program.

24 B. Barring program-specific accreditation constraints, programs scheduling courses within
25 specific General Education Learning outcomes will adopt those General Education outcomes as
26 programmatic learning outcomes from fall 2024, and departments will assess these outcomes as
27 part of their regular programmatic student learning outcome assessment.

28 C. The General Education Committee, in collaboration with Institutional Effectiveness and other
29 relevant departments, will standardize the articulation of each General Education learning
30 outcome across programs, develop common rubrics for each requirement, determine the
31 assessment schedule for General Education learning outcomes, and review and approve
32 departmental assessment plans for these outcomes, as well as review and provide feedback on
33 improvement plans based on assessment results.

34 *Motion Approved*

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- **University Update, President Andy Acebo**

Summary

President Acebo encouraged all to attend the Spring Town Hall. He is conservatively forecasting a balanced budget for the school year. Enrollment is up for Spring 2024 in transfer, new undergraduate, and graduate, and this is without attracting students with large discounts. President Acebo thanked the Senate for overhauling the General Education program to make NJCU more transfer friendly and thanked the faculty and staff for all of their efforts in showing up and assisting with student recruitment and retention. These are the good things and there are still things to do—amplifying the good work we are doing and addressing the challenges that persist in terms of debt load and getting state aid. Overall, we need to emphasis our valuable place in the New Jersey Higher education ecosystem.

Questions and Answers

When will be seeing the fiscal monitor's report?

The monitor is required to provide an interim report with recommendations and benchmarks after six months to the Secretary of Higher Education. Then the Secretary of Higher Education develops a 'transition plan' to satisfy the removal of the fiscal monitor.

What is the status of the board of education, vis a vis approval of promotions?

This is the purview of the governor's office. President Acebo is not at liberty to share possible names of new Board members. The Board will be fully comprised and recommendations for promotion will not be upended due to board membership issues.

What is the status of Fort Monmouth?

President Acebo is 'hellbent on making that work'. Ultimately, the state of NJ, the Governors Office, and the Legislator's office will make the decision on our footprint there.

What are the possibilities of bringing back retrenched workers?

Anyone who has lost their job should not expect to get their job back. There are job postings in new areas that retrenched workers are encouraged to apply for.

What is the situation with the sale of the Art Department Building?

It is not the President's desire to divest but it is a requisite consideration imposed on us by our financial situation, though as a matter of last resort. So far, the only action has been an evaluation study, as the request of the monitor.

Requests were made to continue meeting with Senate and an update on fundraising at the townhall.

1   **End of President Acebo's Report and Q and A**

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3   o   Curriculum and Instruction Committee Report (attached)
4   Corey Frost and Michelle Rosen, Co-Chairs
5   College Merger Procedure (attached)

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7   **Motion for Proposed Meger Procedure**

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9   Definition:
10   A COLLEGE or SCHOOL, in the context of New Jersey City University, is a unit of
11   academic administration with its own administrative leadership that consists of two or
12   more academic departments (and/or stand-alone programs) that are related in terms of
13   mission or discipline. At the time of writing there are four such units at NJCU: the
14   College of Arts and Sciences, the College of Education, the College of Professional
15   Studies, and the School of Business. In this document, the use of the term "College" will
16   be taken to mean "College or School." Procedure for Creating, Dissolving, Dividing, or

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18   Merging Colleges or Schools:
19   1. A proposal to change the status of a College, whether by creating a new College,
20   dissolving an existing College, dividing an existing College into two or more new
21   Colleges, or merging two or more existing Colleges into one new College, will include:

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23   a. A statement of objectives for the change;
24   b. A statement of faculty involvement in the proposed change;
25   c. A statement explaining the relationship of the new College or Colleges to the
26   University's strategic plan; the impact of the change on other academic units within the
27   University, including for example a list of departments and programs affected or created;
28   and the impact on current, prospective, and former students, as well as faculty and staff.
29   d. A statement explaining the relationship of the new College or Colleges to comparable
30   academic units at other institutions, especially in the region, including for example a list
31   of similar colleges and their constituent departments or programs;
32   e. A statement explaining the enrollment implications of the proposed change, and a plan
33   for addressing any enrollment challenges that motivate or result from the change;
34   f. A statement explaining the administrative implications of the proposed change,
35   including for example the creation or termination of administrative positions or changes
36   in administrative hierarchy, and providing a justification for any change that would alter
37   the ratio of administrative positions to faculty positions at the university; and
38   g. A statement explaining the budgetary and marketing implications of the proposed
39   change, including for example an accounting of the faculty and staff changes entailed.
40   2. A proposal for a change to the status of a College will follow an approval process
41   similar to that for proposing new programs
42   (https://www.njcu.edu/sites/default/files/pdfs/new_approval_procedures_

for_academic_degree_programs_sacc_aprvd_3-2018.pdf), except that all departments within the affected colleges will be consulted. A specific ad hoc committee will be convened consisting of the department chairs from affected departments, who will produce a recommendation including both majority and minority views on the change, which will then be reviewed along with the proposal by the Curriculum and Instruction Committee(s) and the Dean(s) of the affected College(s), the Senate PDB Committee and the Senate C&I Committee, the Senate President, the Provost, the SACC, and the Board of Trustees.

Senate Impact
After any change in the status of a College, appropriate changes in Senate representation will be made according to the existing Senate rules (for example, newly created College will be represented by an additional member on each Senate standing committee).

Discussion

This could impact employment of faculty and staff. The Senate will focus on the academic implications and the Union would address the labor issues, as per the Senate Constitution. There was an emphasis that this would be the only way for colleges and schools to be combined, excluding some unforeseen financial emergency. The issue of chairs becoming administrators is not addressed by this policy.

Motion Approved

- o Academic Standards Committee Report
  Theresa Spataro, Chairperson

Academic Integrity Policy (SharePoint Link) is an information item for consideration and discussion. There were additions of AI and reformatting to make more user friendly. It will be voted on at the March meeting (attached). The committee welcomes feedback before the next meeting.

Academic Standing Policy (attached)

Motion to Approve the Academic Standing Policy (Several pages of changes, SharePoint Link)

Motion Approved

- o Faculty and Professional Staff Affairs Committee Report (attached)
  Max Herman, Chairperson

Discussion

1   There was a discussion on the emeritus policy regarding privileges and library access.
2   There was also a discussion on the course evaluations.

4   o Honors Program Committee Report (SharePoint Link)—Submitted as an
5   information item.

7   o Ad Hoc Committee on Assessing Administration (SharePoint Link)

8   **Discussion**

9   The update described the intentional delay in the work of the committee due to 'bad
10   timing'. There were expressions that the work could reflect a commitment to a culture
11   of continuous improvement and a process that conveys a joint effort of improvement
12   of NJCU, though the sense was to defer to the committee at this time.

13   Motion to Adjourn at 3:51 pm

14   ***Motion Approved***

17   --Respectfully submitted

18   Christopher Shamburg, Ed.D.

19   March 11, 2024

21   **Approved by the University Senate**: March 18, 2024