

**University Senate**

**Professional Studies Building, 203A rm. 3**

**MINUTES OF MEETING**

**December 10, 2018**

**ATTENDANCE:**

**Presiding:** Dr. Christopher Shamburg, University Senate President

**DEPARTMENTS PRESENT**: Accounting, Michael Bell; Art, Brian Gustafson; Biology, Ethan Prosen; Chemistry, Yufeng Wei; Computer Science, Mort Aabdollah; Counseling Education, Dennis Lin; Criminal Justice, Bill Calathes; Early Childhood Ed., Basanti Chakraborty; Educational Leadership, John Melendez; Educational Technology, Chris Carnahan; Elementary/Secondary, Vanashri Nargund; Dept. of Earth & Environmental Science, Hun Bok Jung; ESL, Anne Mabry; Finance, Zhimin Wang; Health Sciences, Lilliam Rosado; History, Jason Martinek; Latin American Studies, David Blackmore; Library, Min Chou; Management, EunSu Lee; Mathematics, Gunhan Caglayan; Media Arts, Joel Katz; Dept. of Multicultural Ed., Donna Farina; Music, Dance & Theatre, Desamparados Fabra Crespo; Nursing, Gloria Boseman; Philosophy/Religion, Scott O’Connor; Political Science, Joseph Moskowitz; Professional Security Studies, Laszlo Molnar; Psychology, Frank Nascimento; Sociology/Anthropology, Max Herman; Special Education, Patricia Yacobacci; Women’s & Gender Studies, Jennifer Musial.

**DEPARTMENTS ABSENT:** A. Harry Moore, Darlene Britt; African/Afro American Studies, Jermaine McCalpin; Alumni, Jane McClellan; Economics, Ivan Steinberg; English, Joshua Fausty; Fire Science, Patrick Boyle; Fitness, Exercise and Sports, Manuela Caciula; Literacy Education, Mary McGriff; Marketing, Rick Lee; Modern Languages, Aixa Said-Mohand; Physics, Chris Herbert;

**SENATORS-AT-LARGE PRESENT:** Cindy Arrigo, Deborah Bennett, Barbara Blozen, Lorraine Chewey, Marilyn Ettinger, Robert Prowse, Christopher Shamburg, Rubina Vohra.

**SENATORS-AT-LARGE ABSENT:** Christopher Cunningham, Venessa Garcia, Michelle Rosen.

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

**PROFESSIONAL STAFF SENATORS-AT-LARGE ABSENT:** Mince John, Denise Serpico.

**STUDENT SENATORS PRESENT:** Nermeen Girgis, Sophomore Class VP.

**STUDENT SENATORS ABSENT:**

**STUDENT SENATORS-AT-LARGE PRESENT:** Kyle Izyayev, Keion Jackson, Rania Noubani.

**STUDENT SENATORS-AT-LARGE ABSENT:** Kiara Espinosa.

**Meeting #4**

**University Senate Meeting**

**December 10, 2018**

**GSUB Room 129**

**Agenda**

Meeting called to order by President Shamburg at 2:08 p.m.

 **Moment of silence** for three members of the NJCU community who passed away:

 Jessie Alston of the housekeeping staff.

 Frank Clerie, an undergraduate junior student from Bayonne studying biology.

Georgesette Shum, an undergraduate transfer student from Newark studying computer science.

 **I.          Audience Response System Test**

 Successfully completed.

 **II.        University Senate Meeting Agenda**

 Motion (made and seconded) to approve.

 Motion: passed.

 **III.      University Senate Meeting Minutes of November 19,** **2018**

 Motion (made and seconded) to approve.

 Motion: passed.

**IV.      Announcements**

1. Gothic Knight Food Pantry: No More Hungry Knights.

NJCU has implemented three innovative programs to ensure that all NJCU students, faculty/staff, and their respective families have access to food, especially in times of need. All programs are free of charge. For more information, contact: Office of Military and Veterans Services.

2. Disney on Broadway

*Disney on Broadway* will be performed on Friday and Saturday, December 14 and 15, 7:30 p.m. and Sunday December 16, 3:00 p.m. in the Margaret Williams Theatre.

3. Dr. Martin Luther King, Jr. Scholarship Breakfast

The MLK breakfast will take place on Wednesday, January 23, 2019, 10:30 a.m. – 12:00 p.m. The keynote presentation is entitled “Racism, Poverty, and War in a post-King Era” and the keynote speaker is Raymond M. Brown, an attorney-activist. For more information, please contact Will Guzman, extension 3524.

4. Jersey City Leadership Awards

Presented by the NJCU Foundation: The Jersey City Leadership Awards celebrating Jersey City’s Impact Makers is scheduled for June 6, 2019, 6:00 p.m. for cocktails and 7:00 p.m. f or dinner at the Liberty House, Jersey City, NJ. For more information please email: foundation@njcu.edu or call extension 3489.

5. Congratulations

These few items were not announced last month, so I wanted to highlight them today:

a. Fox 5 featured a segment on NJCU’s Allison Fitzgerald of the Biology department with her students and her research on plastics in the water. You can see it at: http://www.fox5ny.com/news/mircro-plastics-water-nature-threat.

b. The NJCU School of Business (SOB) faculty won two prestigious awards at this year’s “Bright Idea Award” event sponsored by the Stillman School of Business at Seton Hall University on November 9th. Dr. Michael Bell and Dr. EunSu Lee won the top research award for a co-authored paper titled: “Strategic Global Logistics Management for Sourcing Road Oil in the U.S.” Dr. John Donnellan, won the top ‘pedagogy design’ award for his work with Professor Marina Wikman of Satakunta University of Applied Sciences on business solutions for Port Rauma Finland.

c. I would also like to recognize Dr. Cindy Arrigo and Dr. Joe Moskowitz for being elected as co-chairs of this year’s University Promotion Committee (UPC).

**V.             University Senate President’s Report**

1. All University Requirement(see attachment # 1)

The proposal for an all university requirement for a world language is attached to the handouts as an information item.  The proposal is currently with the Academic Standards Committee. Please review it with your departments and constituents. Pending the approval of the Academic Standards Committee (ASC), it would come to the Senate floor in early spring.

2. Class Cancelation Policy

We requested the class cancelation policy from the administration, as per the resolution at the last Senate meeting, and have not yet received it. This will be discussed at the next Senate Administration Coordinating Committee (SACC) meeting.

3. Courses Moved Via 30-Day Rule

As per the new 30-day motion passed by the Senate, as Senate president I signed off on 19 course proposals and have sent the proposals to the provost’s office for approval and for transmittal to the registrar. The courses are:

|  |  |  |  |
| --- | --- | --- | --- |
|   | **Department/Program** | **Course Title** | **Proposer** |
| 1 | Accounting | Legal Issues in Entrepreneurship | Michael Bell |
| 2 | Accounting | Sports and Entertainment Law | Michael Bell |
| 3 | Art Department (General Education Coordinating Committee [GECC]) | Ceramics and Civilization | Linda Casbon |
| 4 | Art Department  | Book and Magazine Design | Ellen Quinn |
| 5 | Art Department | Clinical Practice I | Winifred McNeill |
| 6 | Art Department | Clinical Practice II | Winifred McNeill |
| 7 | Criminal Justice | Trial Process | Esther Nir |
| 8 | Earth & Environmental Sciences (GECC) | Our Planet Earth | Hun Bok Jung |
| 9 | Earth & Environmental Sciences (GECC) | Water Explorer | Hun Bok Jung |
| 10 | Elem/Secondary Education | Differentiating Instruction  | Adrian Martin & Erik Morales |
| 11 | Elem/Secondary Education | Social Studies Disciplines | John K. Bragg |
| 12 | English & Latin American, Caribbean and Latino Studies (GECC) | Portugal, Brazil, North American | David Blackmore |
| 13 | Sociology/Anthropology | Cities of Industry | Max Herman |
| 14 | Latin American, Caribbeanand Latino Studies (GECC) | Mexico: Ethnicity & Racialism | Virginia Ochoa-Winemiller |
| 15 | Latin American, Caribbeanand Latino Studies (GECC) | Sex-Gender in Latin America | Virginia Ochoa-Winemiller |
| 16 | Physics | Preparation for Physics  | Alberto Pinkas |
| 17 | Physics | Telecommunications | Alberto Pinkas |
| 18 | Special Education | Clinical Practice I | Carol Fleres |
| 19 | Women’s & Gender Studies | Reproductive Justice | Jennifer Musial |

4. Temporary Course Approvals(see attachment # 2)

The list of temporary course approvals is in the back of your packet.

5. CourseLeaf Course and Program Management Software

I distributed the update from Dr. Morgan about the implementation of the CourseLeaf Curriculum Inventory Management (CIM) System initiative. This is a digital workflow form for course and program approvals. The handout was on the table/see attachment #3). I would like to thank the members of the implementation team, particularly Donna Piscopo, Cindy Arrigo, and Elizabeth Galetz for bringing their experience from the Senate to the team.

6. Vacancies on Senate Standing Committees:

 a) We have two vacancies on the Curriculum & Instruction (C&I) committee.

 We have one nominee: Pablo Garofalo from Economics (SOB).

 b) 1 person is needed to serve on the Academic Support & Services (AS)

 Committee.

 c) 1 person is needed to serve on the Committee on Instructional Technology

 (CIT).

 d) 1 person from the College of Arts & Sciences (CAS) is needed to serve on the

 GECC.

 Motion (made and seconded): to appoint Dr. Garofalo to the C&I Committee.

 Motion: passed.

 7. Center Proposed

A proposal for a Center for Latin American, Caribbean, and Latin Studies is being sent to the C&I committee. If approved, it will move to the Planning Budget and Development Committee and then, if approved, to the Senate. David Blackmore and Virginia Ochoa-Winemiller are the proposers.

8. Safety and Security

The NJCU Campus is currently using the Rave Guardian App. Please download and familiarize yourself with it. Also, if you have not participated in the online ALICE training for active shooter situations, please do so. If you have any issues relating to safety, security, or sustainability, please send them to the Senate office and I will bring them to the attention of the Safety, Security, and Sustainability Committee.

 9. Applied Learning Update (Reported by Dr. Joe Moskowitz)

We wish to apprise the Senate of developments concerned the applied learning model for co-operative education:

On May 7, 2018 the Senate passed a resolution objecting to the applied learning model for cooperative education proposed by the dean of the College of Arts and Sciences (CAS).  On June 4th, 2018 at the Senate Administration Coordinating Committee (SACC) meeting “[t]he administration did not want to discuss this issue as it is part of a grievance.  Their point is that it cannot be bifurcated.” (Senate President’s Report).    Recently, the dean of CAS presented a slightly revised version to the “CAS Steering Committee,” his new name for the CAS department chairs.  He asked chairs to express through e-mails any concerns they might have about the model and he said the absence of a chair’s response would be considered a “yes” vote for his proposal.  Based on having received only a few negative responses,  the agenda for their November 26, 2018 meeting  stated, ” Based on the response received from the members of the CAS Steering Committee, the clarification dealing with Applied Learning is hereby approved (Joao).”  At the meeting, some chairs objected, the “approval” was apparently rescinded and the model was tabled until the next meeting at which a vote would take place.

 Discussion of Senate President’s Report:

Senators were asked to note that: 1) the dean is apparently circumventing the established curriculum process by going around individual departments/programs; 2) the dean has ignored the Senate’s resolution; 3) the dean is acting contrary to the administration’s own position about not discussing the model; and 4) the dean appointed some of the CAS chairs overturning the results of faculty elections.

These events undermine shared governance, disrespect the Senate, erode the confidence which the faculty/staff would like to have in the administration, and undermine good communications and campus climate at NJCU.

a) Senators should note that the enrollment cap for the courses recently given temporary course approval has been raised by the administration to 30 students per course.

b) Having 19 courses proceed as a result of the 30-day rule shows that many courses were waiting a long time to be reviewed. When 19 courses bypass the C&I Committee due to the 30-day rule, some senators are concerned about the quality of those courses. Other senators said departmental and college level approval should be sufficient and 30 days should be sufficient for C&I to review. Many members of the Senate’s C&I committee resigned and that effected the possibility of C&I reviewing the proposals.

c) The applied learning model is not on the next SACC agenda because the administration believes it is labor issue. Senate (governance) issues and labor issues can overlap. The educational-governance issue can be dealt with separately from the labor issue. CAS department/program chairs are urged to stop the vote on the applied learning model which the dean has placed on the CAS chairs/steering committee agenda for this coming Monday’s meeting. The dean’s agenda says the applied learning discussion is for the purpose of preparing the administration for discussions with the union. That is potentially an unfair labor act/violation in that the administration should not speak with unit members about negotiation matters.

**VI.     University Senate Committee Reports**

**a) Curriculum & Instruction (C&I) Committee -** Michael Rotenberg-Schwartz, Chair

Michael Rotenberg-Schwartz, Chair

Grace Wambu

Kevin O’Neill

Ryanne Soriano, Student Representative

November 30, 2018

I. The committee approved the proposal for the following all-university requirement: Proficiency in a World Language other than English.

II. The committee approved the proposal for the Multidisciplinary Program (BA/MA) in Teacher Education with Triple Certification.

|  |  |
| --- | --- |
| Proposal Initiator | Helen Friedland, Donna Farina, Carol Fleres, Charles Taylor |
| Originating Department | Special Education, Multicultural Education, Elementary Education |
| Program Title | **Multidisciplinary Program in Teacher Education with Triple Certification** |
| Program Objective | This proposal for a new multidisciplinary program in teacher education draws from the expertise of the Special Education, Multicultural Education, and Elementary Education departments of New Jersey City University (NJCU). The goal of this new program is to address the pressing demand for teachers to serve an increasingly diverse population with complex needs in New Jersey public schools. It is a five-year program, leading to B.A. and M.A. degrees and to three certifications in: Elementary K- 6, in Teacher of Students with Disabilities and in Teaching English as a Second Language (TESL). No peer institution in New Jersey offers a program that integrates these three disciplines and culminates with eligibility for three certifications. Once approved, this program will be the first in New Jersey to prepare, in five years, highly skilled teachers for special education English language learners at the elementary level. The program may be offered in online, face-to-face, or blended formats, or in a combination of these formats. In New Jersey and beyond, there continues to be a demand for educators capable of meeting the complex needs of a// students in the general education classroom (Tung, 2013; Zehr, 2001). The program being proposed is designed to prepare educators who can help their districts address the multiple challenges of special education and English as a second language (ESL) education in the elementary setting. The need is especially great because English Language Learners are the fastest growing portion of the population in the public schools (Roekel, 2008). Graduates of the first phase (the B.A.) of this new program will be eligible for a dual certification in Elementary K-6 and teacher of Students with Disabilities and would be well positioned to find employment. During the first (B.A.) phase of this program, candidates will complete several of the courses leading toward their third certification in the teaching of English as a Second Language (TESL) which will increase the candidate's potential value to school districts, most especially urban districts.1 The second phase of the program is the completion of the M.A. degree and the full completion of all remaining courses for TESL certification eligibility. The M.A. phase also allows the candidate to continue to deepen the knowledge base in both special education and English as a second language education. |
| Program Curriculum | 60 Credits in General Studies/Liberal Arts87 Credits in Specialized Education Courses (36 at MA level) |

 The committee approved the following course proposal:

|  |  |
| --- | --- |
| Course Initiator | Mary Fortier and Denise Nash |
| Originating Department | Nursing |
| Course Title | **Pharmacology in Nursing Practice** |
| Catalog Description | This course provides an introduction to pharmacotherapeutics and use of pharmacological agents in evidence-based nursing practice. Pharmacological agents are explored with emphasis on pharmacokinetics, pharmacodynamics, and major pharmacological classifications. The use of pharmacological agents across the lifespan in acute and chronic disease states and culturally diverse populations are identified. |
| Credits | 3 cr. |
| Course Level | 300  |
| Prerequisites | NURS 301, 303, 304, 305, 310, 404 |
| Degree Requirements | This is a required course for the ABSN program. |
| Enrollment | This course will be offered in Fall semesters to Wall ABSN cohort (32 max) and in Spring to Jersey City cohort (60 students--30 max per class). |

Motion (made and seconded): to approve the BA/MA Multidisciplinary Program in Teacher Education with Triple Certification proposal.

Discussion: Would this be the only secondary education major program in which a student does not need a content major outside the College of Education? The State Education Department requirements do not require a second, CAS major though this proposal does include courses in CAS. This program, as both a baccalaureate and master’s degree program, has already been approved by the Graduate Studies Committee, and by the Planning & Budget Committee, and as noted in this report, by C&I; that is why the proposal is now before the Senate.

Motion: passed (yes - 34; no - 8).

Discussion on the C&I report (continued): The signature pages for course proposals need to include the work-load hours and prerequisites.

**b) Faculty & Professional Staff Affairs (FPSA)** - Donna Farina, Chair

Donna Farina (chair)

Jason Martinek (secretary)

Joe Moskowitz

Denise Nash

Jeanette Ramos-Alexander (vice chair)

Failen Rosa De Los Santos (student)

December 10, 2018

This report covers the FPSA Committee meetings of November 12 and November 30, 2018 and includes four action items.

**1. Proposed Sabbatical Application, Guidelines, and Procedures (to be used for reviews starting with the 2019–2020 academic year).** (see attachment #4)

As was previously reported in the Senate (11/19/2018), the provost, assistant provost, and the three deans were invited to an FPSA committee meeting (October 2018), to clarify sabbatical procedures. Following this, the committee revised the sabbatical application and sought additional feedback from these administrators, prior to presenting the documents in the Senate.

The provost emailed feedback (11/26/2018) on behalf of himself and the three deans. He indicated general agreement with the new documents, except for the addition to the application of choices for split sabbaticals. It is possible that later the administration would request minor revision of the draft criteria.

The FPSA committee is now taking the next step: presenting the new application to the Senate. Following Senate approval there will be union negotiations with the administration.

In the new guidelines, the university community should pay particular attention to the following:

 There is a new form, to notify the department chair and dean of the intent to apply for the sabbatical (pp. 5-6 of the [proposed] application. This will ensure that prior conversations within departments and programs have addressed staffing and other logistical issues related to a sabbatical.

 There is a new checklist and new evaluation instrument (p. 4; pp. 7-8 [of the proposed application]) that correspond to the stated criteria (pp. 3-4 [of the proposed application]). The evaluation instrument weights each of the criteria.

 We have expanded (p. 2) the listing of possible time choices for the sabbatical leave. These now include half year, full academic year, and (new) two choices for a split sabbatical. (A split sabbatical spans two academic years and non-consecutive semesters. For example: Fall 2020 and Fall 2021.)

 However, if the application is to include the split sabbatical choices, the committee’s position is as follows: There should be assurances that these are acceptable alternatives. In other words, a split sabbatical choice should not lessen a faculty member’s chances of receiving a sabbatical leave. The committee calls this to the attention of the union negotiators.

The goal of this collaboration with the administration has been to institute a single sabbatical process that all parties (the sabbatical applicants, the FPSA committee, deans, Academic Affairs) will use exclusively. The FPSA committee aims for one set of agreed-upon guidelines and evaluation tools to help applicants.

The committee maintains: In a fair and transparent process, there should be no use of additional or separate evaluation tools that are not made available to the sabbatical applicants themselves or to all those who participate in the review process.

The FPSA presents the following two resolutions (**action items #1 and #2**):

Action Item #1: For sabbatical applications being reviewed starting in the 2019–2020 academic year:

On the recommendation of the Faculty and Professional Staff Affairs (FPSA) Committee, the University Senate:

 Approves the revised Sabbatical guidelines, application, checklist, and evaluation instrument;

 Calls for the adoption of these documents as the sole tools to be used, at all levels (the sabbatical applicants, the FPSA committee, deans, Academic Affairs), in the evaluation of sabbatical applicants; and

 Calls for the AFT to expedite union negotiations with the administration on the approved guidelines.

Motion (made and seconded): to approve FPSA’s action item #1.

Discussion: Does the Department Chair and Dean Notification Form ask a faculty member to be concerned about logistical/resource matters rather than to be concerned exclusively about the academic/scholarly aspects of their application? The FPSA was concerned about applications being denied for logistical/resource reasons, as happened last year and included this form in the proposed application as a means of eliminating rejections for logistical reasons which can potentially be avoided. If the FPSA makes recommendations only on the merits of a proposal including logistical concerns provides information that facilitates the administration denying a proposal for non-academic reasons. The form only makes transparent what the administration has already done. Resources should not be a faculty concern.

Motion to amend FPSA’s action item #1 (made and seconded): to eliminate the Department Chair and Dean Notification Form, and references to it, in the proposed sabbatical application.

Discussion on amendment: The form is used by other universities throughout New Jersey. We should avoid having faculty colleagues in the same department harming one another’s chances for a sabbatical because they are not aware of the other’s application and the administration will not approve two sabbaticals in the same, perhaps small, department/program. The form has the effect of asking a chair to evaluate resources when they do not have the required information. It also may effect intra-departmental relations among faculty in unintended ways. Who would a department chair inform if s/he is applying? In a small department the form could be an impediment to the applicant who is not the chair and also to a chair concerned about resource availability. Why should faculty members be concerned about “waiting their turn” for a sabbatical? The form may have a chilling effect on applications. Without the form, the administration could hide behind a claim of limited resources for each denial.

Motion to call the question (made and seconded): passed.

Motion to amend (to delete section on resources/logistics): passed (yes - 23; no – 18)

Main motion as amended: passed (yes – 41; no – 3).

Action Item #2: For sabbatical applications being reviewed for the upcoming process, 2018-2019 academic year, due February 1, 2019:

On the recommendation of the Faculty and Professional Staff Affairs (FPSA) Committee, the University Senate:

 Calls upon the administration to relinquish the use of any and all evaluation instruments and/or any other documents that are not publicly available to the full university community and the applicants themselves.

 Calls upon the administration to conduct a transparent sabbatical review process in cooperation with the FPSA committee.

Motion (made and seconded): to approve FPSA’s action item #2.

Motion: passed (yes – 40; no – 3).

**2. Mini-Grants Program.**

At its last meeting, the Senate approved a motion by the FPSA committee asking for the reimplementation of the Mini-Grants program in accordance with revised guidelines. Discussion ensued, indicating the role of the AFT in approving programs that involve faculty compensation.

While the university community was promised swift action on this matter, there has been no news (as of this writing) of any developments. Faculty and Professional Staff Affairs Committee, Report to the University Senate, December 10, 2018

The FPSA presents the following resolution **(action item #3):**

The University Senate, on the recommendation of the Faculty and Professional Staff Affairs (FPSA) Committee, calls upon the AFT:

Action Item #3: To begin, as soon as possible, negotiations with the administration to restore the University’s Mini-Grant program as discussed in the Senate on Nov. 19, 2018, and to report in writing on this matter to the Senate Executive Committee, for public discussion in the first Senate meeting of 2019.

Motion (made and seconded): to approve FPSA’s action item #3.

Discussion: The union will put a demand to negotiate this matter directly after this Senate meeting.

Motion: passed (yes – 38; no – 1).

**3. Tenure/Promotion Guidelines**

At its last meeting, the Senate approved a resolution by the FPSA committee asking the administration to:

1) provide the faculty with copies of scoring instrument(s) used by deans, vice presidents and other administrators for reappointment and promotion evaluation(s), and

2) provide each individual faculty member who was evaluated during the 2016-2017 and 2017-2018 reappointment or promotion process(es) with their scoring instruments.

As of the writing of this report, no scoring instruments have been made public.

The FPSA presents the following resolution**:**

Action Item #4: The University Senate, on the recommendation of the Faculty and Professional Staff Affairs (FPSA) Committee, calls upon the provost:

To honor the resolution concerning tenure and promotion evaluation instruments that was approved by the Senate on Nov. 19, 2018, and to report in writing on this matter to the Senate Executive Committee, for public discussion in the first Senate meeting of 2019.

Motion (made and seconded): to approve FPSA’s action item #4.

Motion: passed (yes – 40; no – 1).

**4. Other Matters**

1) On Nov. 5, 2018, the Senate Executive Committee charged the FPSA committee with the development of guidelines for the Riotto Award (in response to a full-Senate motion at the Oct. 15 Senate meeting).

The FPSA committee has discussed this matter and is moving forward with the development of guidelines; it is on track to forward these to the Senate Executive Committee before its action deadline.

2) The FPSA Committee would like to remind the university community of upcoming deadlines for:

 Sabbatical applications (due to the Provost’s Office, February 1, 2019);

 Emeritus and Distinguished Service Awards (due to the Senate, January 30, 2019).

The FPSA Committee strongly suggests that the Senate Executive Committee and the Office of Academic Affairs should start advertising these competitions broadly within the university community.

**b) Graduate Studies Committee (GS) -** Lorraine Chewey, Carrie Robinson, Co-Chairs

 Lorraine Chewey, Co-Chair

 Helen Friedland

 J.D. Jayaraman

 Freda Robbins

 Carrie Robinson, Co-chair

 Christopher Shamburg

November 30, 2018

The GS Committee is awaiting a student representative.

New Course Proposals

At the meeting on Monday, 19 November 2018, the GSC reviewed and approved, pending minor revisions, the two course proposals below. All of the requested revisions in both course proposals have been addressed.

**Course Proposal #1: Thesis/Capstone Project in Data Science**

Abbreviated Title: Capstone in Data Science

Credit: 3

Level: 700 Required

Proposer: Dr. J. D. Jayaraman, Department of Finance and Real Estate in the School of Business.

Catalog Description: This course is the culmination of the MS in Business Analytics and Data Science Program. The student produces original work that demonstrates mastery of the curriculum. The form of the work can be a thesis, a capstone project, or other work deemed suitable by the faculty advisor.

Course Prerequisites: *FINC614, FINC615, FINC620, FINC635, FINC665, FINC630, FINC650, FINC660*

Enrollment and scheduling: This course will be offered at least once per year. Enrollment will be capped at 25.

Motion (made and seconded): to approve GS Committee’s course proposal #1.

Motion: passed.

**Course Proposal #2: Current Topics in Financial Technology**

Abbreviated Title: Financial Technology

Credit: 3

Level: 600 Elective

Proposer: Dr. J. D. Jayaraman, Department of Finance and Real Estate in the School of Business.

Catalog Description: This course will introduce student to all the current topics in financial technology. Topics will include cryptocurrencies, cyber security, peer to peer lending systems, digital payment systems, robo-advisers and blockchain technology.

Course Prerequisites: None

Enrollment and scheduling: This course will be offered at least once per year. Enrollment will be capped at 25.

Motion (made and seconded): to approve GS Committee’s course proposal #2.

Motion: passed.

GSC F18 Meeting Schedule

The remaining F18 GSC meeting is scheduled on Monday, 10 December from 11:30PM to 12:30PM. The GSC will review documents on a first come, first serve basis and respectfully requests that materials be sent from the Senate to the Committee at least one week before the scheduled meeting to give the Committee adequate time to review, discuss, and act upon each proposal.

Motion (made and seconded): to table the remaining items on the agenda so that they follow the new business item: “SGO Resolutions” so that they can be raised at this point in the meeting.

Motion: passed.

**VII. Student Government Organization Proposals –**

 Rania Noubani, SGO President & Keion Jackson, SGO Senate Chair

Motion (made and seconded): The University Senate calls upon the administration to honor the common hour time-frame of Mondays from 2pm-4pm and keep that period free from scheduled courses.

Motion: passed.

Motion (made and seconded): The Student Government Organization and its Senators propose that “reading days” be extended to two days instead of one. We found that the University does not honor the given day and holds some classes.

Discussion: The University honors the day; some faculty do not. This extension might lengthen the semester. Some universities have reading weeks. Some programs, such as the Nursing Department, have a different programmatic calendar. How will the study abroad program be impacted and how will the length of the academic year be effected? We could send this proposal to the Student Affairs Committee to work out the details. SGO is commended for offering these resolutions. This is probably the first time the SGO has done so.

Motion to commit i.e., send the resolution to the Senate’s Student Affairs Committee (made and seconded).

Discussion: Committing the motion to a committee will result in the motion returning to the Senate in February 2019 or later. Instead passing the SGO’s resolution would result in the logistical and implementation details being worked out at SACC or through another timelier means. Let’s support the students’ intent and resolve the details later in the governance process. The students prefer we move forward quickly.

Motion to commit: not passed.

Motion to call the question on the main motion (made and seconded).

Motion: passed

Main Motion: passed (yes - 34; no - 10).

**VI.   University Senate Committee Reports (continued)**

 **c) Planning, Development & Budget (PD&B)**

Marilyn Ettinger (co-chair)

Joyce Wright (co-chair)

Pat Boyle,

Max Herman,

John Melendez,

Ira Thor,

Gabrielle Salcedo (student representative),

Wilton Thomas-Hooke (ex officio)

December 10, 2018

The PD&B committee met on November 29, 2018. With a quorum of voting members present, the committee reviewed and approved the following proposal:

Political Science Department, Minor in Global Studies (Revision of the Minor in International Studies) – Interdisciplinary (24 credits)

The committee has made a few friendly recommendations to the proposers. (Full disclosure: the proposal was submitted to PD&B last May and overlooked when we assembled our inventory at the beginning of the semester. Therefore we are in technical violation of the 30-day rule.)

The proposers accepted the PD&Bs suggestions and updated their proposal accordingly.

**d) Student Affairs Committee** - Jeanne Ruggiero, Denise Serpico, Co-Chairs

Jeanne Ruggiero, (co-chair)

Denise Serpico, (co-chair)

Allan DeFina

John Donnellan

Rubina Vohra

Caroline Wilkinson

Nermeen Girgis, (student)

Lyn Hamlin, ex-officio

December 2018

The University Senate Student Affairs Committee (SAC) met on November 15 and 29, 2018.

a. Academic Grievance Form: The SAC received a draft form from Dr. Shamburg at our first meeting in September. Three discussions and electronic conversations took place in October and November regarding the further development of this Academic Grievance Form which shall mirror the Academic Grievance policy. Dr. DeFina surveyed other universities for processes. The current academic grievance policy is under review at the same time to clarify the procedure by changing some of the wording and presentation of dates. The goal is to utilize a form, initiated by the student, to accompany grievance materials and secure signatures through the faculty, department chair, dean, SAC, and provost.

b. After a careful and thorough review, the SAC met on November 15, 2018 regarding one student grievance and came to a decision that has been communicated to the student and the Provost.

Motion (made and seconded): the SAC should investigate the lack of adequate counselling services available for students.

Motion: passed.

**VIII. Unfinished Business**

a. Proposed Senate Resolution: Appointment of Chairs – Morteza Aabdollah

Motion (made and seconded at November 19, 2019):

The University Senate objects to dean rejecting their faculty’s election of their own department/ programmatic chairs. The dean of Arts & Sciences vetoed the results of the faculty’s election twice this semester. Last year he blocked the election of another highly accomplished and respected faculty member. The deans of Education and Business have also overruled the results of their faculty’s election for departmental chairs. These actions violate the principle of shared Governance which had been valued consistently at NJCU. Blocking the voice of the departmental faculty in their selection of their leader negatively impacts NJCU’s campus climate and it is thus detrimental to the pursuit of the university’s

mission. The Senate therefore calls upon the university administration to accept the results of the departmental elections for chairs that took place in Spring 2018 and to discontinue the practice of overturning the results of faculty elections.

Discussion (continued from previous meeting):

Dr. Shamburg distributed a handout (see attachment # 5) that quoted the Senate Constitution which provides that: a) “The Senate shall take no action that impinges on the legal and contractual obligations of the bargaining agent” and that the Senate b) “has the right to discuss and review all University policies which may affect its academic and educational objectives.” The Senate needs to navigate between these two provisions. As a point of order, Dr. Shamburg ruled as out of order the sentence which reads: “The Deans of Education and Business have also overruled the results of their faculty’s election for departmental chairs.” He said the deans questioned its accuracy and said some of the relevant information is personal. Therefore, in the absence of verification to the contrary, which he is open to receiving and which could be sent to him, Dr. Shamburg ruled that sentence out of order.

Should the resolution be tabled? Though some informal information does support the omitted sentence’s accuracy, proof can be sent to Dr. Shamburg. The Senate should know whether the deans of education and business did reject or remove chairs that were elected. Contractually the administration has the right to reject the results of an election for a chair and in a recent case it provided the reason that the administration wanting the department to “move in a different direction.” That response eliminated the labor/grievance aspect of this issue, but the governance aspect remains a valid concern for the Senate. A more substantive explanation from the administration should be required especially when the faculty, through its election, indicate that a department should continue to have its same leadership.

Motion for a substitute motion (made and seconded). In the case when the administration does not seat a chair who was elected by the faculty, the administration must provide a substantive academic reason for not seating that chair.

Discussion of substitute motion: What about non-academic reasons? The administration’s response needs to be in writing. The substitute motion is too general and should be more specific. Changing chairs adversely effects scheduling and hurts shared governance. In some departments it resulted in class schedules that did not meet students’ needs.

Motion on amendment: passed (yes – 22; no – 17).

Motion to amend the substitute motion (made and seconded): omit the word “academic.”

Motion to amend: passed.

Substitute motion as amended: passed.

Quorum call: quorum present.

**IX. New Business**

Proposal for dedicated Exhibition Space in the Congress Frank J. Guarini Library (see attachment # 6)

Motion (made and seconded): Be it resolved that the Senate supports the Library Exhibition Committee in developing a formal proposal for the purpose of presentation to the NJCU President and/or external agencies to acquire funds to build a new Library exhibit space and to develop an exhibition program.

Discussion: This is a grass roots proposal and there is no road map about how to proceed. The proposers are asking for Senate to endorse and support it.

 Motion: passed.

 **X. Adjournment**

 Motion to adjourn (made and seconded): passed.

 Meeting adjourned at 4:01 p.m.

Respectfully submitted by,

Joseph H. Moskowitz, Ph.D.

Secretary of the University Senate

Attachment #1: Proposal for an All University Requirement of a World Language

Attachment #2: Temporary Course Approvals

Attachment #3: CourseLeaf Course and Program Management Software

Attachment #4: Application For Sabbatical Leave (for use after 2018-2019 application year)

Attachment #5: Portions of the Senate Constitution

Attachment #6: Proposal for Exhibition Space in the Frank J. Guarini Library