

University Senate Meeting
January 30th, 2019

In Attendance: Abrams Alleyne, Alvares, Antenos, Bal, Bellum, Berisha, Billings, Brater, Carr, Collins, Curnutt, Dinour, Field, Fleming, Friedman, Friedman, Gaynor, Genise, Gingerich, Wallace for Gioia-Kay, Greenwood, Davidson for Gurskis, Herness, Hood, Jacobson, Kelly, Kurze, LaFountain, Lucas, Lyden, Mamonov, McDermid, Misra, Murray, Panorkou, Pennington, Rufus, Smolowitz, Specchio, Spitz, Strickland, Sullivan, Trubatch, Vega, Vernon, Wolfson

1. Call to Order at 2:40pm
2. Roll Call
3. Report from the Administration
 - a. **Gingerich:** Joe Brennan new VP of Communication and Marketing.
 - b. **Gingerich:** Graduate Commencement was flawless. Thank you for all those involved.
 - c. **Gingerich:** Preferred Name Policy has been finalized and goes into effect in October. It will be circulated tomorrow.
 - d. **Gingerich:** State has mandated the 3+1 option. Universities to team up with community colleges. So far we only have 2+2 with Bergen, Passaic, Union, and drafts with others. We will not go forward with 3+1 but will continue to discuss what our relationship will be with that mandate.
 - e. **Gingerich:** In December the state passed a new regulatory standard that said every public university must complete their baccalaureate degrees in 120 credits or explain why annually. We must comply by September of 2019.
Sullivan: Are teaching certifications going to be accepted?
Gingerich: We are going to look at that with each dean.
Murray: 120 credits by the four year plan and not individual student cases?
Gingerich: Correct.
 - f. **Gingerich:** Carnegie question has been raised by many. The director of Carnegie said they made a mistake and they will correct it. We will be an R2 institution.
 - g. **Gaynor:** Campus wide power outage that was planned. In CSAM we prepared and were assured emergency power would kick in. We ended up having a 12-hour power outage. What happened and why did the generator not kick in? Many faculty have lost materials, live agents, etc.
Gingerich: Did not realize there was that much damage. My understanding was that it all worked.
Billings: Emails went out the day after it happened with details; there was a transient spike which tripped the breaker. They are working to put another alarm system in place.
Gingerich: Meanwhile we want an assessment of the damage; what samples and how many were lost. We will talk to the Dean to try to figure what can be done.

- h. **Trubatch:** When will a draft of the Strategic Plan be available?
Gingerich: Draft hopefully by the end of February.
- i. **Trubatch:** Can we get more details on the new bodycams?
Pennington: For several months we've been working the idea of outfitting our police officers with bodycams. We found the funds and the officers are in the process of testing them. Training occurred in December to learn how to use the equipment. Hopefully all in place and fully running in March. We will have a website with details of when they can be used based on the state and federal laws. This will be up in the next month.
Wolfson: Will the cam be on all the time?
Pennington: There are guidelines for when they are prohibited from using it and when it is discretionary. Most of the time it is on. Discretionary to turn camera off if a civilian requests, in a private property, or if someone is asking for medical assistance. Chief Cell will come to a future meeting to further explain.
Curnutt: Are residence halls private?
Pennington: Rooms yes, but buildings no.
Greenwood: Classrooms?
Pennington: Classrooms are not private residences.

4. Council Reports

- a. Administrative Affairs- Land Acknowledgement will have a first read in Feb. meeting. Still working on facilities.
- b. Academic Affairs
 - i. **McDermid:** We are looking for a 3rd senate member on the UUC. If there are nominations or people interested, communicate with Kirk.
Greenwood: Are those meetings part of the Administrative Calendar and scheduled ahead of time?
Spitz: Yes, they are.
 - ii. **Gingerich:** Is the UUC in communication with the group who is putting together the software systems and the process?
McDermid: Yes.
- c. Student Affairs
No report.

5. Elections Committee

As a reminder we sent out emails outlining the spring election process. We will have three rounds of elections.

6. Report from NAL

Curnutt: Our tuition benefit has been misapplied for the last ten years. Contact Rich Wolfson if you applied in that time period.

Curnutt: Union negotiations are on their way. The current contract ends on June 30th, 2019.

Curnutt: Reminder that the Union has a weekly Solidarity Walk, which meets in front of Cafe Diem on Wednesdays at 12:30pm.

7. Committee of the Whole

a. Recommendation on Accommodation of Student Religious Observance- First Read

Trubatch: This came from Student Affairs Council. Read the recommendation in your packet.

Sullivan: I think this is a great idea to put the language in syllabus; gives a lot more flexibility.

Greenwood: I would suggest a statement be placed in the course syllabus that is similar to this memo.

Trubatch: We will add an amendment to this memo, if the administration accepts the recommendation and then we would send a finalized suggested text to faculty.

Greenwood: Would this supplant the list of dates?

Trubatch: No.

Greenwood: I understand inclusiveness, but it would be helpful to still get the list of dates.

Gingerich: We will have to think about attaching a list of suggested dates.

Misra: Anytime we start making a list, we get into the same old issues. I do not change my exam dates. I'll handle students case by case.

Davidson: Why don't you include language that says "it can include but is not limited to"?

Trubatch: This recommendation doesn't address giving information to instructors, but puts the responsibility on the student to bring the issue forward. If you have particular adjustments or language you can send them to me, Laura, or Ram. We will have a second reading next meeting.

b. Recommendation on Common Periods- First Read

Trubatch: This single page recommendation has two parts. We would continue to have meetings on Wednesday afternoons. The second part asks for a second period where no classes are scheduled.

Sullivan: Is there a proposal what day/time that would be?

Kelly: What if it is a clinical based course in the hospital? We wouldn't necessarily have the flexibility.

Trubatch: The spirit of the recommendation is to raise the bar higher; to have more meeting times available and scheduling that is done with thought.

Sullivan: What would it disrupt?

McDermid: Part of the reason why we didn't suggest a time is so that we could discuss what time would work best.

Would it work to extend the current Wednesday hours?

Genise: We have issues with rooms on campus. Where and when would all of the displaced classes be held, if we added another meeting time?

Gingerich: There are a whole series of things that will need to be examined, intended and unintended consequences need to be taken into account.

c. Recommendation on Final Exam Schedule- First Read

Trubatch: Came from the Administrative Affairs Council. Recommendation asks that each course has a scheduled exam populated by census day, so it would give everyone time to adjust for conflicts.

Sullivan: What's the purpose of a final exam? It should be to gauge what kind of knowledge our students gained, but what we don't have is time to give feedback to students after the final exam.

Trubatch: There is no academic requirement saying this is the time to give the final exam. The requirement is just to make sure students meet. There is nothing that would prevent you from giving your exam before the final exam schedule. It's not about academic structure; it's administrative.

Gingerich: Part of compliance with state regulation of credits requires that there is a meeting at that time.

Greenwood: For the last three years I haven't had a classroom for my finals and I can't find a room for 100 students. I'm never on the final exam list or on the conflict list, how can this support getting the space issue taken care of so it's not a surprise day of?

Trubatch: This is exactly why we are making this recommendation and why it is urgent.

Arnaud: Why don't we just make the schedule consistent through that final week?

Trubatch: The second alternative is to remove exam week schedule.

Greenwood: Does it conform to state regulations?

Gingerich: A certain amount of minutes per 3 credits.

Murray: I think we should remove the exam. The only reason I've heard is that some instructors want a longer exam time, but is that enough of a reason for rearranging every other schedule?

Alleyne: The idea of one schedule instead of two is completely appealing. Students are always confused about the change in schedule. Simplicity is golden.

Sullivan: We would be giving up the two hours in most cases, but it would alleviate student pains for work schedules as well.

McDermid: The Tuesday as Friday would still be in effect.

Wallace: I assume this would be very good for adjuncts who may only be on campus and available on certain days. It wouldn't conflict with their other schedules.

Specchio: We need to remember why this is put in place in the first place. It has been around for years and we should think about the consequences. Can anything be done about just scheduling the rooms better?

Alvares: Student perception seems to be that faculty have infinite flexibility.

If we have the space we could leave it. Do we foresee issues with space?

Trubatch: Next time we will have this version and a second version which calls to maintain the same schedule throughout the semester.

Gingerich: We've been discussing this and aware that there is a series of scheduling issues that we need to pay attention to. I'm very interested in this feedback and the Registrar needs to be consulted.

Bellum: You can email classsched@montclair.edu, if you have questions about the schedule.

Field: Many instructors in our department have emailed and received responses/clarifications.

8. Report of the Senate President

Trubatch: No new items since we have not met with the President yet this semester.

9. New Business

- a. **Friedman:** Update on faculty using facilities?

Gingerich: No update at this time.

- b. **Friedman:** Summer chairs, but not coordinators working in the summer? In our school we don't have chairs and we were told that we can't do it.

Gingerich: Will look into what the process is for SCM.

- c. **Specchio:** Research with Montclair updates?

Herness: We set up a specific email address to answer questions about Research with Montclair. We did a soft launch to the Montclair community asking for feedback so we can make changes to the portal before it feeds into Research to New Jersey.

Specchio: Bar graph below each professor name that shows the number of publications by year, is that necessary?

Herness: That is part of the portal. We didn't design it. There might be flexibility.

Sullivan: Is this the same thing the library is working on?

Herness: Digital Commons is similar but different. It is something that we own. Our data repository and can make research public. Research with Montclair is a statewide initiative, but it's not a repository.

10. Voices from the Community

11. **Greenwood:** Move to adjourn

Murray: Second

Adjourned at 4:09pm