

**University Senate Meeting**  
**Wednesday, February 26th, 2020**

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1. Call to Order at 2:40pm

2. Roll Call

In attendance: Abrams, Acquah, Alleyne, Alvares, Bal, Bellum, Berger, Berisha, Kight for Billings, Brater, Carnevale, Collins, Dinour, Emery, Field, Fitzpatrick, Fleming, Gingerich, Halaby, Insalaco-Egan for Hood, Hunt, Jacobson, Wallace for Kay, Kelly, Wilson for Kingstone, Korotkin, Kurze, LaFountain, Lemons, Lucas, Mamonov, McDermid, McKinley, Misra, Murray, Panorkou, Smolowitz, Spitz, Sullivan, Temoney, Trubatch, Vernon, Wolfson.

3. Approval of Minutes

- a. December 2019
- b. January 2020

4. Report from the Administration

a. Degree completion program

**Gingerich:** Dean Hood is leading a degree completion program for adult learners in New Jersey, for those who have credits but never finished their degrees. There are over 7,300 people eligible for such a program. The proposal includes 24 credits of concentrations (humanities or education studies), 12 major core credits and 24 core requirements. Hasn't gone to any committees yet, as its still early in the development.

**Alvares:** Is there some money in the NJ legislature for this program?

**Gingerich:** We hope so.

**Jacobson:** Education studies but not leading to certification?

**Gingerich:** That's a good question to ask as the proposal gets more fleshed out, currently it is not designed for that.

**Trubatch:** So it will need faculty for the program and then go through the University Undergraduate Curriculum Committee?

**Gingerich:** Yes, and we are figuring out who to include in replace of the department level curriculum committee.

**Temoney:** Is there an understanding that they will have a minimum number of earned credits? Second, are we thinking about expanding our offerings for evening times?

**Gingerich:** It will be available online. One of the challenges of this type of program is every candidate needs to be evaluated individually as part of the admissions process.

b. Academic Calendar Revisions

**Gingerich:** The revised Academic Calendar was just sent out via email and our Registrar is here to answer questions about that. One question was why are we starting before Labor Day? We have to fit in the 15 weeks as guided by the state.

**Wolfson:** The contract says we cannot start before September 1st but anytime after.

**Sutton-Smith:** Any day that would have been a 16th week became a reading day for students to prepare for exams.

**Trubatch:** One of the days is a Tuesday rather than making it a four day weekend, we don't feel that that is really a break for students. My issue is that the schedule just came out but wasn't open to comment beforehand.

**Cote-Bonanno:** The calendar was put together by the Calendar Committee and they had requested reading days for students. We had to make sure we had appropriate beginning and end dates, and 15 of every single day to fit into state guidelines. It has been vetted and we did get feedback from the committee.

**Murray:** We've never had reading days in the fall, so now that we don't have finals schedule we have more reading days, why are we going back to reading days in the fall?

**Cote-Bonanno:** The fall has always been very tight, but starting September 1 gives us the opportunity to add them, and address the student request to have reading days.

**Sumner:** We had 35 students come into the Provost Office asking for a reading day in the fall.

**Trubatch:** The terminology is confusing.

**Cote-Bonanno:** Students recognize reading day to as a time to catch up on studying.

**McKinley:** Grade submission time in the spring is pretty tight, going forward will there be a standardization in when they will be due?

**Sutton-Smith:** The Faculty Handbook says 72 hours so we set it up by that guideline.

**McDermid:** Is there any reason why it's not published as a Google Calendar?

**Cote-Bonanno:** We will ask about that.

c. Open Source Initiative

**Hunt:** The State is interested in reducing textbook costs for students, you will find a handout that states the NJ law and a memo from the Department of Higher Education. We sent a survey to all instructors and need more responses on what they are doing now, what obstacles they might foresee, and we can formulate a response to the State.

**Trubatch:** Typical unfunded request. I am an advocate for open source resources for students, there are a whole range of options.

**Kurze:** Would it be amenable to start a taskforce?

**Jacobson:** We had a proposal that would provide a small stipend to do just that. There was a profound debate about whether or not incorporating open access is part of your evolving pedagogy or having the time to develop a new course book takes time. The initial idea was to have an open process.

**Hunt:** The library does have a large amount of information on this on the website.

d. Coronavirus

**Wolfson:** I heard today that the University has a comprehensive plan for the Coronavirus, if so what is the discussion?

**Gingerich:** Yes, of course we are monitoring the situation, so far we are not threatened by it. We have people travelling and we continue to have discussions. By Friday we will have a comprehensive statement and policy.

## 5. Council Reports

### a. Academic Affairs

**McDermid:** Report in packet. Grad council meetings open and available for visitors input. BRTF meeting tomorrow on the General Education Curriculum Redesign. UUCC seeing interregnum curriculum proposals. Would like an update on the proposals

**Gingerich:** We sent two to the State Review Committee. The Hospitality version that went to the State was the last version with alterations that the UUCC requested to be made.

**Trubatch:** The version that was submitted to the State was altered from what the UUCC approved?

**Gingerich:** It was a version that the UUCC had reviewed as a final version which included changes that the UUCC requested. It had additional pieces to it that I required the college to add, which the UUCC asked for but was not adequately answered by the college.

**Trubatch:** The Board of Trustees met on a Thursday and did not approve it, then met remotely afterwards to approve the proposal.

**Gingerich:** They postponed the decision because a faculty member brought up that the proposal was not approved by the UUCC in its final version. So we agreed to have a special meeting so the faculty review could take place. The version they approved was the version that went to the State.

### b. Administrative Affairs

**Bellum:** Report in packet. Roger Soloman report attached on the security cameras. One of our committee members tested the Gender Neutral bathroom process and we will share more on that next month. Devon Johnson has shared his report and it is posted on the Senate's Canvas site, it is regarding the University's single use plastic initiative. Land acknowledgement meeting in March and awaiting a third tribe's feedback on the draft policy.

### c. Student Affairs

**Misra:** Working on a couple issues. Two new issues brought up by the SGA, which our student liaison will discuss.

**Acquah:** Student issue with receiving books through the bookstore, the only way she can afford books is through the University's funding. Not all her professors request the books through the bookstore and therefore cannot buy them.

**Trubatch:** The SGA will work with the Student Affairs Council and resolve the issue or make a recommendation if necessary.

**Lemons:** Is there a policy requiring faculty to order books through the bookstore?

**Trubatch:** No, and they may not know the consequences. The council will answer the questions surrounding the issues.

**Kurze:** Faculty can also make some books available in the library.

**Hunt:** We don't generally buy textbooks.

## 6. NAL Report

**Wolfson:** The contract was ratified with over 95% approval. We look forward to the Administration releasing information on Professional Development and other negotiable issues. About 45 of our members have the HMO medical and they have until Friday to

choose a new medical plan- if they choose the new negotiated PPO they will save money. Any questions about the HMO email HR to find out what to do.

7. Elections Committee Report

**Field:** Elections underway for Librarians and At Large seats, elections close on Friday night. Next week elections for 10 constituency seats will open and be done by the end of Spring Break so we have time to run the election for Executive Board seats.

8. Senate Actions

a. Resolution in Appreciation of Carol Nurse

**Trubatch:** We are glad to have Carol visiting us today to receive the resolution. Sandra Collins will read the resolution as made available in the packet.

**Nurse:** I really appreciate this, thank you.

Resolution approved by unanimous consent.

b. Appointment of Jessica Miller, Earth and Environmental Studies, to Committee on Socially Responsible Business Policies and Practices

Appointment approved by unanimous consent.

c. Recommendation on Copyrighted Works in Obsolete Formats- amended- second reading and vote

**Trubatch:** Second reading, a friendly amendment was added.

**Trubatch:** Move to approve.

**Murray:** Second.

Approved by unanimous consent.

d. Recommendation on Curriculum Review Guidelines- second reading and vote

**Trubatch:** This asserts and reiterates the role of the faculty in defining curriculum. Mostly it endorses the Curriculum Review Guidelines. We will ask the Administration that the guidelines be taken into full account.

**Gingerich:** The document you're voting on is the document that was circulated?

**Trubatch:** Yes, the Curriculum Review Guidelines have been circulated.

**Gingerich:** Will there be no further discussion about it in the Senate.

**Trubatch:** We will put forward the recommendation and then receive a response from the Administration and respond again if needed.

**Gingerich:** The mode in which it is written is entirely in the subjunctive. They are statements about guidelines, rather than guidelines.

We didn't call them rules or regulations because some degree of flexibility is needed, and that is why they are called guidelines.

I'm going to edit it so the modality is changed and make comments to the subject matter as well. The goal should be in dialogue with the current guidelines on the website.

**Trubatch:** Move to approve the recommendation.

**Murray:** Second.

Recommendation adopted by vote.

e. Recommendation regarding information on Parental-Leave Policies and Procedures- first reading

**Trubatch:** This does not address any terms that are negotiated, but does include questions.

**Dinour:** Rather than saying "Maternal health", can it read "Parental health."

Approved by unanimous consent.

9. Report of the Senate President

a. Overlook road

**Trubatch:** The owner of the Overlook building is requesting approval to build a road to campus.

**Sullivan:** Will it be two-way and will it afford egress?

**Trubatch:** It is not meant to be additional egress but it will be two-way.

b. Policies and Procedures

**Trubatch:** We discussed the Compendium and suggest you all review it online.

c. Student report

**Trubatch:** I posted on Canvas a summary of a student report which discusses how much non academic issues can affect our students.

d. Program Assessment

**Trubatch:** Each Department is able to review the way they do assessment and communicate their decisions.

e. Elections Committee

**Trubatch:** It is not clear based on the Senate Constitution if non-tenure track faculty (those under the 13D or 13O designation in the contract) can run for office or vote.

**Vernon:** Mary Colon can help the Constitution Committee identify those that are designated 13D or 13O.

**Field:** I think those people should be allowed to vote, but not necessarily to hold a position if they are only at the University temporarily. I move to allow the 13D or 13O faculty to be able to vote in this upcoming election.

**Spitz:** Second.

**Wolfson:** A 13D hire is made because someone left and there is an emergency need, they typically stay for one year. A 13O person is usually hired for 3 years for a short term need.

**Gingerich:** If a 13O faculty member becomes tenure track the time they spent in that position does count towards their tenured year requirements.

**Dinour:** How many people are we talking about?

**Gingerich:** 10-12.

All in favor: 16

All opposed: 8

Motion carries for this election. We will revisit for a future constitutional amendment.

10. New Business

11. Voices from the Community

12. Adjournment

**Sullivan:** Move to adjourn.

**Trubatch:** Second.

Adjourned at 4:49pm.