

University Senate

Mar 20, 2024 | 1:30 P.M. | Zoom

- Meeting Minutes: S. Sangregorio

Senate Membership Attendance

Voting Members in Attendance:

J. Alvares, S. Baglieri, J. Baldwin LeClair, S. Bellum, A. Beringer, J. Brater, A. Broderick, L. Carr, D. Chica, S. Collins, H. Curnutt, L. Field, O. Gharehgozli, T. Gorman, M. Heller, E. Jacobson, M. Kamenetskiy, A. Korotkin, P. Lafountain, R. Madson, S. McCarthy, C. McKinley, R. Misra, V. Nauta, S. Greenstein, R. Rodriguez, S. Sangregorio, M. Schmidt, W. Sullivan

Voting Members Missing:

L. Gavin, J. Higgins, A. Kurze, S. Mamonov, K. McDermid, R. Steiner-Otoo, K. Temoney, D. Trubatch

Meeting Documents:

<https://docs.google.com/document/d/1yEcyB111TW1Ql3vpDtIhhKeTtZb5LDGsoWRElsWwxjg/edit?usp=sharing>

Meeting Minutes

1. Call to Order/ University Senate President Welcome Reading of the Land Acknowledgement Statement

- Call to Order: 1:32 PM
- **Erik Jacobson:** Land Acknowledgement Statement was read. Elspeth will probably read the Land Acknowledgement statement after her sabbatical. The Land Acknowledgement statement is important because it frames indigenous communities not only in terms of their losses, but also in terms of their strengths and contributions, moving from a deficit model.

2. Approval of the Minutes

- **Erik Jacobson:** Move to approve the meeting minutes.
 - Moved by **Ram Misra**.
 - Seconded by **Lauren Carr**.
 - Approved by unanimous consent.

3. Report from the SGA President (Richard Steiner-Otoo)

- No Report

4. Report from the Administration (Provost Gonzales)

- Sustainability Director (Benjamin Kalscheur)
 - Ben Kalscheur, the new sustainability director at Montclair State, is excited to learn about the university and meet people on campus. He is a Wisconsin native, worked for 13 years at Texas A&M, and served as sustainability manager there, enhancing programs and transforming the school into a institution with a strong sustainability mission.
 - He aims to create a sustainability program from the university's perspective and collaborate with people, partnerships, students, faculty, and staff to create a sustainable future and culture. Kalscheur is available for discussions about implementing sustainability in Montclair and embedding it into all university activities.
 - **Rich Wolfson:** What's the thing you're most proud of at A&M?
 - **Benjamin Kalscheur:** I created an education outreach internship program. I am proud of the opportunities it provided to students and the impact it had on their education.
 - **Erik Jacobson:** Ben, you mentioned a culture of sustainability. What does that mean?
 - **Benjamin Kalscheur:** Sustainability is not just something that's happening in my office, but it's something that all of us at Montclair are thinking about. We're using a sustainability lens to kind of think about our decision making and the things that we teach, or just the way that we're doing business and things like that.
 - **Erik Jacobson:** We would like for you to meet with Tim Gorman, the chair for the Just and Sustainable Practices committee.
 - **Benjamin Kalscheur:** I'm excited to meet people. I'd like to come to your offices and meet people in person.

- Update on Middle States (Christine Lemesianou)
 - The university is completing the first year of the three-year cycle of its accreditation path, with significant progress made. The self-study Institute has been completed, and the steering committee has been established. Working groups have been formed to identify institutional priorities, which include student success, academic excellence, curriculum innovations, institutional vitality, and increasing the institution's impact. The university has collaborated with committee members to identify major inquiry lines. The self-study design document has been completed, and Middle States representatives will be visiting the campus on April 11. Meetings with various campus groups like the SGA and the individual colleges and schools will be held to address any questions. Next year, the campus community can participate in focus groups and informal open forums. The [Middle States portion of the university website](#) is regularly updated, including membership of the steering committee and working groups.
 - **Provost Gonzales:** The Provost is confident in a flawless self-study and review, expressing gratitude to all team members, including Christine and Joanne, for their past work and the great work they have done thus far.
- The Student Success Task Force (Mayida Zaal and Evin Deschamps)
 - **Provost Gonzales:** In my 16-year tenure in higher education, students' success has been a top priority. I came to Montclair because of the school's track record of excellent student and faculty success. However, the fast-paced environment and the COVID-19 pandemic have made it crucial to focus on student success. The dedication of faculty and staff in supporting students is appreciated, and there is a need for learning and scaling.
 - A year ago, I committed to a university Task Force on students' success, co-chaired by Dr. Mayida Zaal and Evin Deschamps. The task force's report focused on specific aspects based on intense investigation. The task force gathered valuable information and identified priorities that can provide added value to the institution.
 - **Mayida Zaal:** I'm a faculty member in the Department of Teaching and Learning. I've had the pleasure of working with Evin and the task force of about 28 of our colleagues across from across the University.
 - **Evin Deschamps:** I work in the Center for Academic Success and Tutoring. This report presents the findings and recommendations of the Student Success Task Force, a diverse group of committee members from across campus. The task force aimed to develop short and long-term recommendations for comprehensive and inclusive student success,

focusing on creating a student-ready, strength-focused campus culture. The committee had 26 departments represented out of 20 people, aiming to avoid overlap with other campus initiatives.

- The task force identified five high impact areas, each with its own priorities based on diversity, equity, inclusion, and belonging.

Talking: Evin Deschamps

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Overview

- Develop short and long-term recommendations for comprehensive and inclusive student success
- 26 campus departments represented
- Avoid overlap with initiatives in progress
- Create a student-ready, strength-focused campus culture

High Impact Areas

Pre-College Academic Preparation

Academic Support, Advising, Pathways to Success

STUDENT SUCCESS

Student Engagement

Pedagogy and Curriculum

Experiential Education & Post-Graduate Preparation

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- These areas were determined by prioritization criteria, resources needed, and implementation time. The report will be shared with campus to provide a comprehensive view of the recommendations.
- The first high impact area aims to increase access and preparation for students to thrive in their first semester of college. The second high impact area recognizes the need for proactive, holistic, and layered support for


students.

Talking: [redacted] A participant has enabled Closed Captioning Who can see this transcript? x

Pre-College Academic Preparation

Priorities

- 1.1 Develop a Summer Early Start Academy
- 1.2 Expand the Summer Bridge Program
- 1.3 Enhance Data Collection and Assessment of New Student Orientation



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Talking: Evn Deschamps A participant has enabled Closed Captioning Who can see this transcript? x

Academic Support, Advising, Pathways to Success

Priorities

- 2.1 Continuously Invest in Academic Advising
- 2.2 Provide Proactive Emotional and Academic Interventions
- 2.3 Develop Sophomore and Transfer Seminars
- 2.4 Enhance Peer Mentoring Programs



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- At the core of this recommendation is the recognition that our students need proactive, holistic and layered support.
- Other high impact areas include student engagement, pedagogy and curriculum tasks, experiential education and postgraduate preparation.
- There is a theme around defining terms and what they mean as a community and as an institution. Defining those non-classroom learning experiences and the idea of tracking opportunities and creating equitable access are directly related to how students can find out about what opportunities are available. How do we create opportunities for students to be able to track it in their own transcripts and provide support for them to


be able to share that out as they are preparing for life after Montclair?

Talking: Mayida Zaal (she/her)

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Student Engagement

- Priorities
 - 3.1 Defining Student Engagement
 - 3.2 Existing Student Engagement Data
 - 3.3 Collecting New Data on Student Engagement
 - 3.4 Communicating Student Engagement Opportunities



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Talking: Mayida Zaal (she/her)

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Pedagogy & Curriculum

- Priorities
 - 4.1 Communicating Definitions of Inclusive Pedagogy
 - 4.2 Promoting Inclusive Pedagogy Practices
 - 4.3 Implementing a Culture of Inclusive Pedagogy



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Talking: Mayida Zaal (she/her)

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Experiential Education and Post-Graduate Preparation

Priorities

- 5.1 Defining Non-Classroom Learning Experiences
- 5.2 Tracking Opportunities
- 5.3 Creating Equitable Access to Opportunities



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- **Evin Deschamps:** Mayida and I are currently working closely, presenting to various groups and departments. If you are part of a group or department not represented, please contact either of us. Our goal is to share knowledge and bring together voices around student success, ensuring that everyone is included in the process.

Talking: Evin Deschamps

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Campus Feedback

Upcoming	Past
Disability Caucus	Academic Affairs Council
Student Government Association	SDCL Managers
Department Chairs	Enrollment Management Directors
Advising Strategy Group	University Fellows
Career Directors	
Greek Council	
Add'l caucuses forthcoming	

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- **Mayida Zaal:** The Task Force is seeking input on the implementation process and stakeholder engagement. They are asking for ideas in the chat to help them understand the process and engage more stakeholders. Feedback will be expected as groups work together on implementing certain parts of the recommendations and establishing priorities. The process is expected to involve a lot of input and collaboration.

Group Discussion

We want to invite the Senate into a conversation about the implementation of the recommendations.

How might we engage more stakeholders in this process?



- **Dr. Chantelle Wright:** I'm the Executive Director for Experiential Education. We met with some of the task force members to talk through some of the recommendations and to think through some of the experiences that we're having specifically to experiential education. One of the things that I think I'd really love to see at the institution and have this group really think through is how we engage employers and those who hire our students either for internships or full time positions. They're the ones who see your students at the end of their journey at Montclair and have a really great perspective on how the work we're doing translates into interviews and the world of work. I think the career centers do some really amazing work with their current partners and I would just really love to see our employees getting more involved in the day to day activities and our thinking through experiential learning and how we can strengthen that as a concept for for students.
- **Mayida Zaal:** Mayida stresses the importance of shifting our language away from deficit ideas about students and the impact of those ideas on individual and collective responsibilities. Capturing these nuances can be challenging. The report will be available, but are unsure how it will be shared.
- **Alicia Broderick:** When can we read the actual draft report?
 - **Mayida Zaal:** I think we could probably send it out in the next week or two. We were just we wanted to at least share it with some of the university community before we were blasting everybody's inbox with something that maybe didn't make sense and was out of context.

- **Danianne Mizzy:** The library has already shared the suggestion to explicitly include information literacy.
- SEEDS - Call for Election
 - **Erik Jacobson:** The University Senate has been asked to help SEEDS hold an election for a few of the seats that are open. We'll be sending out more information about the election and when it will be held.
- Closing Comments - Provost Gonzales
 - I want to congratulate Emily Isaacs on her [article](#) ([library proxy](#)) that appeared on the front page of the Chronicle of Higher Education yesterday.
 - **Emily Isaacs:** Thank you -- It's my article but at the end you will see mention to OUR Strong student Campaign, which is ongoing now, and any instructor can start using it whenever they'd like. Please see the website and consider joining in:
<https://www.montclair.edu/faculty-excellence/strong-student-campaign/>.
 Notably this is a cross divisional effort with contributions from SDLC, Enrollment Management, and University Communications -- many people.

5. Voices of the Community

A. Reports from Caucuses

A. African American Caucus (Denise O'Shea for Summer Jones)

- This is not officially on behalf of the African American Caucus, but I am on the email list. President Koppell will be speaking at the [April meeting](#) and he is taking questions from the members. That meeting, I believe, is April 10, usually around 12 Noon. The [full schedule of AAC Meetings](#) is in the chat.

B. Asian and Pacific Islanders Caucus (Eric Jacobson for Sumi Hagiwara)

- No report.

C. Disability Caucus (Alicia Broderick)

- The next general membership meeting will take place this Friday, the fourth Friday of the month, from 10:30 to 12:00 via Zoom. The featured conversation presentation will be about weight-based discrimination, curated by Stephanie Spitz, who is also on the

Senate. The meeting will begin promptly at 11 am. Stephanie will present with Claudia Cortese, an instructional specialist for writing studies, to discuss the ways intersectional identities experience weight discrimination differently. Claudia will also provide an overview of her fat studies course offered at Montclair through the Writing Studies program. The discussion will focus on the historical context of anti-fatness and fat phobia as a product of colonialism and white supremacy, as well as the contemporary implications of weight-based discrimination, including medical bias, hostile architecture, fashion, and pop culture, which contribute to eating disorders and other illnesses. The caucus invites everyone, including non-caucus members, to join.

- We are also going to be welcoming Mayida and Evin to present their work on the student success task force.
- [A link will be available in the chat with a description of the event and a Zoom link to attend.](#)
- The final general membership meeting of the semester will take place on April 26th from 10:30 to noon, agenda forthcoming.
- **Stephanie Spitz:** We will focus on implications for Montclair community, specifically students, faculty and staff at the end, so I really highly encourage folks to show up.
- **Alicia Broderick:** The presentation will be recorded and [posted on our website.](#)
- **Stephanie Spitz:** I'll put my [email address](#) in the chat, if anyone has specific questions about the presentation.

D. Montclair Votes (Arnold Korotkin)

- The coalition, part of the university's mandate towards civic and voter enlightenment, is planning a voter registration campaign on campus for the upcoming June 4 New Jersey presidential primary. The registration campaign, which usually takes place in fall, is planning to be in two locations: the Student Center and the Library.
- New Jersey conducts a unique primary, with both the Democrat and Republican parties having a primary. To vote in the primary, one must be affiliated with either party. Unaffiliated voters can declare their party affiliation at the poll, while those not affiliated have 55 days before primary day to change their voter registration. The coalition will provide information on how to register and a short video emphasizing student engagement and voting. The goal is to encourage participation in the democratic process.

- **Rich Wolfson:** Do we still have voting on campus?
- **Arnold Korotkin:** We no longer have a on-campus polling site. The reason we had a polling place a long time ago was because there was a referendum on the ballot to do the construction of the new dorms. Dr. Cole really emphasized people getting out the vote. Enough people showed up at a little post polling place that little that Montclair State was eligible to have its own voting place.
 - Now, there is a drop off on campus for mail-in ballots. Your polling place for those in the dorms depends on where your dorm is. Last election, the coalition provided a shuttle bus to get students to/from their polling places.
 - What to know ahead of New Jersey's 2024 primary election: <https://whyy.org/articles/new-jersey-primary-election-2024-voter-guide-deadlines/>
 - Video - Get Out the Vote - https://youtu.be/tYH9KJ_T6XM?feature=shared

E. Montclair Votes (Mary Wallace - [AFT Local 6025](#) President)

- Montclair Votes and the Local 6025 have been working together on the above voting initiatives. We are going to be co-sponsoring the registration of our students and getting them involved in realizing how important primaries can be.
- I wanted to thank the Senate for their continued respect and inclusion of adjuncts in the Senate and in the process of communicating. We have been recently meeting with adjuncts on campus. Many of them teach at several universities and have nothing but good things to say, their favorite university to work being Montclair. They credit that to the department chairs. I want to thank the administration as well for continuing to be respectful of adjuncts.
- The Office of Faculty Excellence and the Adjunct Union are co-sponsoring a workshop on mindset, motivation, and psychological factors in learning for adjuncts on April 5th. Professor [Daniel Rynerson](#) will present.
 - **Emily Isaacs:** Here is the link to Daniel Rynerson's workshop on April 5th: <https://montclair-faculty-excellence.libcal.com/event/12150101>
- I am representing all the adjuncts at every college in a joint committee with Rutgers and with the community colleges in

attempting to get more affordable health care for adjuncts. At some point in the fall, I will probably be returning here possibly to be asking the support of our full time faculty in bombarding our legislators with how important it is - so many adjuncts cannot afford health care.

- We are presently in negotiations with Montclair. Things are moving along. We're attempting to get some better working conditions for our adjuncts.
- We recently donated \$1,000 from our Local to the Montclair Food Bank for our students who are food deprived.
- I want to highlight [Courtney Crimmins](#) for her work with the Office of Faculty Excellence.
 - **Emily Isaacs:** Courtney Crimmins, WLC adjunct professor and part-time OFE faculty developer, sponsors "Just for Adjuncts," a well-received series. Please share with adjunct faculty. And yes, here's the link you can share:
<https://montclair-faculty-excellence.libcal.com/calendars?t=g&q=just%20for%20adjuncts&cid=-1&cal=-1&inc=0>

B. Open Floor

- Teresa Fiore - [campus] listserve
 - As a person who is in charge of presenting public programs as part of my official role on campus, I believe the [campus] list is an essential tool for many people on campus. After the forced unsubscription, however, it has only 300 subscribers. Many are unaware they have been unsubscribed. To address this issue, I propose re-subscribing for everyone, which takes only a few clicks in the system. Users of listservs know when to unsubscribe, as their inboxes get full easily.
 - It is also important to note that the university is still email-based. The campus list is an academic tool that has been used for years to learn about amazing programs and collaborate with faculty and staff. It also brings together faculty and staff, fostering community on campus. The proposed solutions, checking on the [university calendar](#) or the newsletters through communications, are not adequate.
 - **Tim Gorman:** The Administrative Affairs Council talked to Joe Brennan a couple of weeks ago. Shannon coordinated the discussion. Somewhere down the line, there's going to be a university intranet which we can in which we can share things. I share your concerns that with [campus] being basically defunct that

there are very few venues to reach other faculty members with events. Events are advertised within schools, but we're reinforcing silos when we're meant to be breaking them down. I'm not hearing about events in other schools like CSAM unless I'm on their list. I'm not hearing about like events other colleges. It's troubling, that we don't have an effective means to reach out to the entire campus with exciting academic events or speakers. Your concerns are shared by many.

- **Shannon Bellum:** Yes, the AA Council is in conversation with Joe Brennan about an alternative to the [campus] list. Joe is working on some different ideas and concepts that he's going to be vetting with my council, so this is an active thing that we're working on. Joe asked for data showing that how campus lists help recruit people to come to your event. What what are your outcomes now that [campus] isn't available?
 - **Teresa Fiore:** I had to promote the events with many more tools than I usually use. My work has been tripled and has not been as effective. Yes, I do register a lowering in attendance.
- **Danianne Mizzy:** It's really important at this time of heightened stress and tensions and polarization that we have established communication norms about whatever channels we are communicating in how we agree to disagree in a civil manner. At Cornell, there were these [skills for success](#), which were expected of all employees and communication is only one of the dimensions there. I just thought this was a good opportunity to put this out there to talk about establishing shared expectations.
- **Mark Rotella:** I have used campus to advertise my events. In The Know and Engage had been excellent ways to get information out. I felt as that the [campus] email was the perfect way for me to learn about everyone else's events. People send it out a couple days ahead. I may not have had my in my calendar, but I could attend something the following day. The [campus] list is a useful tool. I have seen drops in attendance, especially amongst faculty and staff.
- **Shannon Bellum:** If there are people who are shy and don't want to speak in a big forum like this, please send me an email with your comments. This is an ongoing issue for us.
- **Pascale LaFountain:** For those who want to subscribe now: <https://www.montclair.edu/information-technology/how-to-subscribe->

[and-unsubscribe-from-an-optional-employee-listserv-at-montclair-state-university/](#)

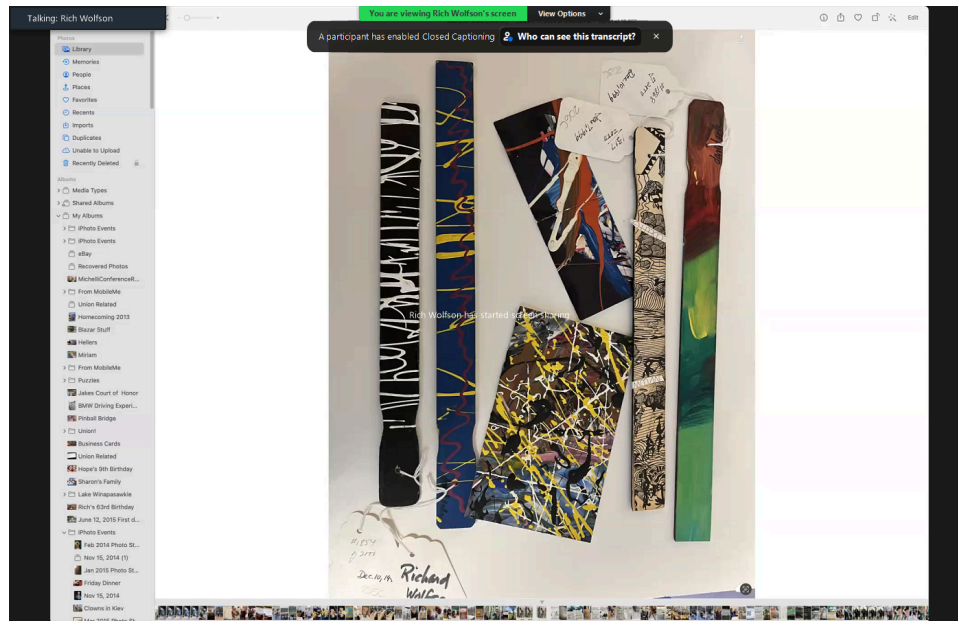
- **Siobhan McCarthy:** Direct link to subscribe to the Campus list: <https://lists.montclair.edu/sympa/info/campus>
- **Scott Kight:** Per Shannon's comment about needing data that the [campus] list was effective for bringing participation from the university community: Shortly before the [campus] lists were reset, we needed to advertise the retirement celebration of a prominent faculty member in CSAM. We were told that university communications would not send out the announcement, so the only other recourse was to send it out to the [campus] list. The event was attended by around 100 faculty and staff from all colleges/schools/units who would not have otherwise been aware that the event was occurring.
- **Susan Fryberger:** Regarding Lost and Found -- are students able to subscribe to the Campus list? If not, how should we make them aware of found items?
 - **Pascale LaFountain:** I wrote to Joe Brennan about Lost and Found this week and he passed the question to Cindy Meneghin. Here was her response, which I am sure she would like me to share to publicize this assistance for students: "If something is found in the Student Center folks can bring it to the Information Desk in the 2nd Floor Lobby. If it's found in a residence hall they can bring it to that hall's front desk. If found anywhere on campus it can be brought to UPD. UPD will not accept clothing, though."
 - **Teresa Fiore:** The campus list does not include students. But it helps faculty and staff tremendously with this minor task. The relevance of the list is primarily academic, circulating information about research projects and public programs across disciplines. I think it is an important function for an R2 institution.
 - **Jessica Brater:** Student Affairs can ask VP Soufleris if this lost & found info could get sent out to students via the regular comms.
 - **Lori Petrozzello:** Sprague Library also has a lost and found for items found there.
 - **Elizabeth Emery:** University Hall lost and found is apparently the ADP center (as I found out after much phone

calling when running an event where a high school student lost her wallet).

- **Shannon Bellum:** Uni Hall #4116
- **Pascale LaFountain:** This comes up when one googles lost and found Montclair state. We could make suggestions if we find the website could be enhanced. I guess it's misleading because it sounds like student center is the only official location besides UPD?:
<https://www.montclair.edu/student-center/lost-and-found/>
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6. NAL Report (Hugh Curnutt)

- Elections for the AFT Local 1904 officers are ongoing until March 27 at 4:30 pm. You should have received an electronic ballot in your email. If you did not, get in touch with with the Local and we'll try to figure that out.
- There are now [several scholarships available](#) for MSU students of any major as long as their are in good standing. Scholarships are available for populations like MSU students who are single parents. A new scholarship is available for Bloomfield college students who are immigrants qualifying for the DACA program. There is a link with information and other scholarships from other union organizations that I will share that will have details, dates, and information about those scholarships.
- **Rich Wolfson:** In 1997 or 1998, when Susan Cole came to campus, her husband was David Cole, who passed away a few years later. David was somebody who was extremely well liked across campus. He was an artist. At campus events, he handed out paint sticks and artwork that looks like this. His goal was to collect them all up and put them in a collage. I would like to do is coordinate the collection of any of David Cole's artwork that is still around campus than any of you may have and to put it into a collage in Cole Hall and honor of David. If you have them, please contact me.



7. Standing Committees and Senate Liaisons

A. Elections (Laura Field)

- Nominations closed last week for the open constituent seats. We had four contested elections: the nursing faculty seat, the School of Business faculty seat, the administrative professional staff seat, and the adjunct seat. We opened those elections on Tuesday; they will run through next Tuesday. At that point, we will announce who won the elections as well as the candidates in the uncontested seats. At the beginning of next week, we will open up the nominations for the Senate Executive Board because those need to be opened a certain amount of time before the final meeting.
- **Erik Jacobson:** If you're interested in running for a position at the Executive Board, anybody on the board would be happy to talk to you about the responsibilities of any of the positions and what it will require to be part of the Executive Board.

B. Just and Sustainable Practices (Tim Gorman)

- The Committee on Justice Sustainable Practices is planning a [conversation on service at the university](#) on April 24 at 11am, building on earlier conversations on belonging. The event will focus on equity issues, such as the distribution of service responsibilities and expectations across different groups, such as faculty and staff. We're planning to write up a brief report or summary of this conversation and that'll inform our ongoing discussions with the administration.
- The committee will also draft a follow-up letter to Ben Kalscheur, Ben Durant, and President Koppell requesting information on sustainability

issues related to food, water, and waste energy on campus. The aim is to include environmental justice and social aspects of sustainability in the broader sustainability plan.

- If you are interested in ideas and topics like these, please contact me.
- **Erik Jacobson:** We want to be thinking about sustainability on campus and thinking more broadly. For example, where does waste go? Does it go to communities, particularly communities of color or low income communities because that's where the incinerator or the processing plant is? We can't stop thinking about it just because it's left the campus. We have to start to think about the rest of its lifecycle and how it's going to impact other communities, particularly ones in which we care about servicing and working.
- **Pascale LaFountain:** In terms of the service conversation, it may be worth it to get a candid survey done of faculty and staff to capture unheard voices.
 - **Tim Gorman:** Anonymous kind of data collection of these issues might be sensitive. It is a good idea to circulate something and allow people to put in anonymous feedback about their experiences or about the distribution of service responsibilities.
 - **Pascale LaFountain:** Questions like “do you feel like jobs or tasks are distributed fairly in your part of the university?” would be fascinating to see results.
 - **Erik Jacobson:** We want to make sure that we are not duplicating efforts of another group.

C. Open Scholarship and Resources (Siobhan McCarthy)

- Justin Savage, who coordinates the library's open educational resources, will be speaking to the Senate.
- **Justin Savage:** I would just like to make a brief announcement on behalf of the University Libraries to draw attention to a new resource we've licensed called [Faculty Select](#), an online portal where instructors and faculty can search for and select high quality curated open and affordable course materials for their classes.
 - We're still in the process of rolling this new product out, but ultimately faculty will have the ability to very easily search for and adopt materials from major open repositories, the EBSCO Open Access EBook Collection, as well as DRM free licensed ebooks from top publishers, which would be purchased via the University Libraries. These are all great ways to reduce course costs for students.
 - If you have any questions about Faculty Select, please let us know. Be on the lookout as more communications about this product rollout from the university libraries, including a yet to be scheduled upcoming workshop on how to use this product.

- **Danianne Mizzy:** We are undertaking this as part of our commitment to affordability. If we can adapt and adopt more open educational resources, we're going to make education more accessible to students. Textbooks are a real barrier to entry. There are studies which have shown that this influences decisions, not just about what course to take, but what major and career. Missing a course because of a textbook cause could really impact a student.
- **Emily Isaacs:** Here's a summary of the research on what happens with textbooks: 1/3 buys it on time; 1/3 buy it late enough to have a negative impact on their performance; 1/3 never buy it and suffer in grades and learning.

8. Council Reports

A. Student Affairs (Jessica Brater)

- Shawn Connolly let me know that, two weeks ago, facilities installed four bus shelters at the Red Hawk Deck where previously there were two. Two of the new units are the new ADA compliant units. The two that were removed are being redeployed at lot 60, where currently there is only one shelter and the other will be the others will be at University Hall. If you have any more concerns about this or suggestions of places where we need more bus shelters, we have an open line of communication, so please feel free to reach out to me and I will give him a heads up about that.
- After the SGA president was here at our last meeting and mentioned that they are interested in exploring the idea of mental health days, the Student Affairs Council did reach out and say we'd be happy to discuss this. I know VP Soufleris also mentioned that she'd like to be involved in that conversation. I haven't heard back yet. I'll send a follow up email on that soon. We are trying to establish some communication around that.
- We have this live issue of concern about a lack of communication around Lost and Found for students. I'm going to reach out to VP Soufleris with the suggestions that have been that people have shared. If you have anything else there for me, I will include that in my email.
- **Teresa Fiore:** I'm a commuter, and I use both buses and trains. We don't have a bridge over our rail tracks. Students actually cross the tracks, even when the bars are down. Students also go under trains. We are in dire needs of a safer way to get to the other side. Sometimes the train going in the opposite direction of New York arrives and we cannot reach the other train. You miss the train because of the lack of an underpass or a bridge.

- **Jessica Brater:** If other people have witnessed this or are impacted by this, please contact me and let me know so I can help it get addressed. If the concern is coming from a number of different parties, it can have a larger impact.
- **Erik Jacobson:** One of the things that the executive board has been in conversation with the administration about is how the proposed changes to the grid are going to be aligned with public transportation schedules. I don't want to be in a position where because of a change in the schedule, more students feel compelled to do what those students are doing at the train station.
- **Shannon Bellum:** Arnie, our Senate liaison for safety, can probably take that to the Safety Committee, because they're really good at at working the lines between what the campus is responsible for and what the town's are responsible for, so they can maybe help with that.

B. Administrative Affairs (Shannon Bellum)

- The Council met with Joe Brennan and his staff to discuss bridging the gap between the loss of campus listservs and the new, more user-friendly intranet. They proposed several ideas, including creating a toolkit to help employees identify effective pathways for advertising events, which would be distributed to the entire campus. Joe is highly interested in helping the university become more effective communicators and has shared that the new intranet is in development and is expected to start rolling out some aspects this summer. We are eager to receive feedback and comments on the progress of the new intranet.
- Another significant item was a report on the transfer student admission cycle. Frontline employees, such as chairs, department administrators, and professional advisors, discussed their experiences with the transfer student processes on campus. The report revealed that the admissions process is uneven and inequitable, with late admits causing challenges and a chaotic experience for students. The leadership team will share the report to help mitigate some of the issues brought up in the report.
- Our safety committee liaison, Arnie, added an update in our report, attached to the meeting materials.
- The Administrative Performance Feedback Committee updates that we are still waiting for the finalization of the contract with a consultant firm that will be implementing the surveys. Meanwhile, we're working on an FAQ folks that are going to be the recipient of these surveys.

C. Academic Affairs (Marshall Schmidt)

- We did get an update from Senate liaisons within the Provost Office on the redesign of the honors programs. We got a short presentation and we

were able to ask some questions. They're going to work more on the redesign. If you have any new business, please let me know.

10. New Business

A. First Reads

- Constitutional Change: Voting Membership
 - **Erik Jacobson:** The current iteration of the Senate Constitution has numbers associated with each unit, but it doesn't have a rationale for how those numbers were derived. We do not have any guidance about where to go in the future when there are organizational changes like Bloomfield College or when an existing college splits in half. The idea of this constitutional change is to set up a system whereby we can figure out how many voting representatives represent each unit that's going forward.
 - Erik Jacobson reads the text of the change:
 - **Erik Jacobson:** Using this new rationale, we can provide examples.
 - The College of Education and Human Services had four - the split would actually add a seat. Two would go to CEEL and three would go to CCHL.
 - CSAM would gain a seat because of the number of faculty members that they have.
 - CHSS would be at the maximum. If we follow this rationale, they would have seven voting members but they would be capped at six.
 - **Pascale La Fountain:** We need to be clearer about the section where it states it happens every five years - is it every five years like that end in zero and a five? Or is it every five years starting in 2004?
 - **Erik Jacobson:** I think we can add that. The numbers that we have are from 2022, because the last full year was 2022 when we originally requested the numbers. Now we have a full year of 2023 - we would have to request those numbers, the official Bloomfield College numbers, and the official numbers for CEEL and CCHL. We can say starting this year, then every five years after that.
 - **Alicia Broderick:** Not only do we want to specify when, but we officially want to designate by whom will this evaluation and re-evaluation of numbers happen?
 - **Erik Jacobson:** The Administration is responsible for providing the statistics of people in each unit. We can make that clear.
 - **Tim Gorman:** Given that there's been so much institutional change over the last couple of year - we've had new colleges being created

and we've had the acquisition or merger with Bloomfield - shouldn't there be language in this to the effect of if the institutional landscape changes and new colleges are created, do we wait that five years to then start re allocating? There's going to be mergers or divisions or whatever in the future that are not going to neatly fall in that five-year period. Does that change the math or do we just kind of push it to the next census?

- **Erik Jacobson:** I think we would not push it to the next census because we don't want a new unit to have to wait that long to get representation. We can add language that says if a new college is added or a college splits, a census will be done, and they will get the seats that they're that they deserve as soon as it's possible.
- **Tim Gorman:** How many seats would Bloomfield college have under this?
- **Erik Jacobson:** One and one. I did an unofficial search of their site to do a little bit of research and I think they would get one and one.
- **Pascale LaFountain:** I think we put something in the Constitution last year that does say something like that about as soon as there's a new division, there's one new seat automatically. Like you're saying, Erik, that once we have a chance to do the census of how large that is, that could immediately go up to three.
- **Erik Jacobson:** We did not put a cap on the total number of seats because, if we keep growing, we want to make sure that we have a correct representation. We did have this internal conversation about the maximum number of seats.
- **Alicia Broderick:** Faculty presumably is defined as full time faculty, right? It might be worth inserting that language as a descriptor for faculty that it'd be full time. I presume it is not specifically only tenure track faculty. We want to be very, very clear about the designation.
- **Stephanie Spitz:** Did you consider adding a "other employees" to this categorization? For example, housekeeping. I'm not sure how they are categorized, but that seems like a very underrepresented/under-heard employee base. That could be a game changer for them if they could be involved in this type of conversation.
 - **Erik Jacobson:** During my three and a half years as Senate president, I have been working on building relationships with some of those other aspects of campus aspects, but I have not made significant progress. They believe it will take time to establish rapport and make these sections feel welcome and part of the Senate instead of bring token representation.

Creating voting slots later once they feel comfortable being a part of the Senate would be a good thing.

- **Stephanie Spitz:** Maybe a committee or someone from the Senate can do that outreach.
- **Erik Jacobson:** I can do some of that work when I am past president.
- **Laura Field:** There are at-large seats that faculty, librarians, and instructional specialists can run for, but the three at-large seats for professional staff are limited to administrative staff. However, the Constitution states that vacant seats after the spring election become at-large for a fall election. Sometimes staff seats convert to at-large, but who can run for those seats are limited. Everyone should be allowed to run for these seats, including professional staff.
 - **Pascale LaFountain:** 5. In the case that a constituent position is not filled in the Spring, that position will revert to an at-large position for the remainder of that three-year term, with an election to be held in September. Professional staff may also run in such an election. At the conclusion of that term, this at-large position will return to its original constituent position.
 - **Erik Jacobson:** We can take a look at that. There is also a possibility of adding language to the adjuncts section to clarify that they don't necessarily need to be employed both semesters. They believe that an elected adjunct doesn't lose their seat if they're not working, as they're still connected to other adjuncts' work, but we may need language to make it clearer.
 - **Arnold Korotkin:** The wording that you proposed for adjuncts is the current wording for my position. That as long as I'm there, at least one semester per academic year, I can maintain my seat on the Senate for the duration of my term in office.

B. Second Reads/ Voting

- None.

11. Old Business

- None

12. Report of the Senate President

- A new scholarship has been created to honor Diane Freedman '81 '84 MA, who passed away in March 2022, after 16 years of dedicated service to Montclair

State University. Diane served as the inaugural director of the career services at the Feliciano School of Business, and served Montclair students with all of her at heart. The Diane Freedman Summer Experiential Opportunity Endowed Fund will support summer credit-bearing internships for Feliciano School of Business students. For more information on supporting the fund contact Chad Brown, executive director of corporate partnerships and development.

- Thursday, April 25 is One Day for Montclair, a day for staff, faculty, students, alumni and parents and friends to come together to support Montclair and our students. Contact Kara Brennan, Director of Annual Giving for more information.
- Like last year, we're planning to have a post meeting after the last Senate meeting of the year get together. We can be in the same space at the same time, enjoying some food and some drinks.

Meeting Adjournment

- **Call to Adjourn:** 3:02 PM
- **Stephanie Spitz,** Call to Adjourn
- **Alicia Broderick,** Seconded
- **Erik Jacobson:** Adjourned by Acclamation