University Senate

September 25, 2024 | 1:30 P.M. | Cole Hall, Room 340 & Zoom

- Meeting Minutes: S. Sangregorio

Senate Membership Attendance

Voting Members in Attendance:

A. Beringer, A. Broderick, A. Korotkin, C. McKinley, C. Reinisch, C. Rodriguez-Unalt, D. Trubatch, E. Jacobson, I. Ren, J. Baldwin LeClair, K. Temoney, L. Carr, M. Heller, M. Kamenetskiy, N. Panorkou, P. La Fountain, R. Kunstadter, S. Baglieri, S. Bellum, S. Collins, S. Mamonov, S. McCarthy, S. Sangregorio, T. Gorman, V. Nauta, W. Sullivan

Voting Members Missing:

O. Gharehgozli, D. Peterka-Benton, J. Alvares, L. Gavin, M. Houston

Meeting Documents:

https://drive.google.com/drive/folders/1USrzVIUOmRpJFwib8eReVkdIJuzf7nu4?usp=drive_link

Meeting Minutes

1. Call to Order
    - **Call to Order:** 1:35 PM
    - **Shannon Bellum** welcomes the group to the Senate meeting and reminds the group to sign in with **Sarah Sangregorio**, in place of formal roll call.
    - **Sarah Sangregorio** states we have a quorum.

2. Land Acknowledgement Statement
    - **Shannon Bellum** reads the land acknowledgment statement.

3. Approval of the Minutes
    ● **Shannon Bellum** calls for the approval of the September 3, 2024 minutes.
    ● Motion to approve by **Lauren Carr**.
    ● **David Trubatch** seconds the motion.
    ● The minutes are approved by acclamation.

4. Report from Administration
    ● **Shannon Bellum** reminds the Senate to use the Stack system if on Zoom. **Tim Gorman** or **Sarah Sangregorio** will raise if there is a question on the stack in the Zoom chat. Participants must also state who they are when they speak for accessibility reasons.

Shawn Connolly - Space Assessment Survey
    ● The President proposed a space utilization survey to understand how space is used and make informed decisions regarding construction and renovation.
    ● "Any university that would do a master plan would do a space utilization study that would then feed into those plans. This was probably accelerated thanks to the pandemic because the pandemic dramatically changed the way we use our space. Anyone who owns a home or pays taxes in the state of New Jersey knows the cost of space in general, it's expensive, and so the idea that we could maximize how we use our space or use it the most efficiently was, was why we set out this way."
    ● The goal is to maximize space usage and efficiency.
    ● Interviews were conducted with different firms, including [Gensler](), an architectural and engineering firm specializing in master planning for universities.
    ● Gensler was chosen due to their expertise in the field and their ability to handle the survey.
    ● The survey was designed to be non-invasive, avoiding personally identifiable information.
    ● The survey aimed to understand if a person was in a room, not if someone specific was sitting in a room.
    ● The university partnered with [Freespace](), a company with 150,000 to 200,000 passive infrared (PIR) sensors at various universities.
    ● "The sensors are Wi-Fi-based and do communicate through Wi-Fi back to a server that collects the raw data, but they're not emitting anything.

They're not measuring your body temperature. All they know is that there was movement around the area in private offices."

- The sensors are used under desks in conference rooms and larger rooms to capture people's movements.
- The raw data collected by the sensors is transmitted to Gensler, who analyzes the aggregated data.
- The data collected is not used to track individual employees, and it will not be used for any discipline-related matter.
- The data collected will be used to analyze groups of offices/cubicles and types of offices/cubicles and to develop policies and programs to improve space usage and efficiency.
- We didn't know how we were going to do this until probably the middle of August. We've tried to let people know we were going to do this.
- "We absolutely wrestled with the idea that we could not collect any personally identifiable information, and we wanted to be very sensitive to the fact that we were not using this for any nefarious means."
- The devices are not emitting anything but sensing the infrared signature of a body, similar to light sensors in any room.
- The devices communicate over Wi-Fi to a secure server that connects the raw data.
- The server is on our campus. It's a secure server that's been arranged through IT. The data governance policy drives the security of the data.
- The sensors are not continuously connected to the Wi-Fi but can collect data for days and then transmit it.
- The choice of spaces for the campus was influenced by cost. Doing the whole campus would be pricey.
- The four spaces chosen were Cole Hall, Overlook, Dickson Hall, and University Hall. Those four buildings were a very good representation of what we may see the trend would be for how the campus is used.
- For example, University Hall, the largest academic building, is responsible for approximately 50% of the enclosed offices (academic and administrative) on campus and 68% of all open cube workspaces.

Discussion

- **Bill Sullivan:** "The administration announced that it was going to look at grades of D, withdrawal, and F. There was a promise in this body from the administration that it would not go back to individual faculty, but it has gone back to individual faculty by administrators. So now we're told that this is not going to go back to individual faculty. And I want to know since it was reneged on, why? Why should we believe you? The second thing is,

what happens if somebody is not in their office? What do you do about it? Is this the aggregate, or is this? Is it individual offices? A faculty member who teaches mostly online comes in once a week. What do you do with that information?"

- **Shawn Connolly** explains:
  - The data is aggregated, not individualized, and not viewed as a single office.
  - "I can tell you, just from looking at some of the data, that if you get four hours of use in an office that's considered really high, just from looking at other studies, from the studies we looked at. The idea is we understand that - it's absolutely understandable - you may cause the motion sensor to go off, and then you leave to go to class for two hours, and then you may not come back until later on that day."
  - The data is used to understand how to better use existing spaces, potentially renovate spaces, and determine the type of space needed.
  - The data is analyzed across different types of spaces, such as administrative offices, academic offices, classrooms, meeting halls, and lounges.
  - The goal is to make better decisions and schedules, rather than viewing individual data.
- **David Trubatch** asks to clarify that it's not going to be related to individual offices and asks about the data governance policy.
- **Shawn Connolly** clarifies that it is not a university policy, but a policy on how Gensler handles the raw data.
- **Ashwin Vaidya** asks why the project did not start with non-controversial spaces like seminar rooms and conference rooms and questions why the sensors are being put in individual offices.
- **Shawn Connolly** states that limiting sensors to those specific spaces on campus doesn't provide a comprehensive overview of campus activities. Currently, sensors are being installed in academic classrooms, but the data collected may not be useful due to changes in the curriculum after the new year. February 2025 will probably be when the classroom data is collected. The idea that we would put all the sensors in place now and then collect all the data over the period of the study is probably the best answer to the question.
- **Shannon Bellum** asks if the sensors pick up two people if someone else comes in for a meeting in an office.

- **Shawn Connolly** states that in the individual spaces, it's just looking for utilization. It just picks up that the office is being utilized. Flow sensors are used in larger spaces like classrooms and meeting rooms and count people in and out.
- **Shannon Bellum** follows up and asks how long the sensors would be there.
- **Shawn Connolly** states that the sensors will be there till the end of the end of the study. Since they're not collecting data in the academic classrooms until next year, the sensors will probably come out, possibly around spring break.
- **Shannon Bellum** asked for clarity on the timing of placing the sensors: now until spring break?
- **Shawn Connolly** states that they've begun the installation. Everyone in Overlook had their sensors installed. They're very small, probably half the size of your thermostat. They look very much like a motion sensor that you would see in the rooms. The only difference is, when they're activated, they sense that there's someone in the room.
- **Alicia Broderick** asks if there has been a conversation about what potential prospects are on the table if the data shows that rooms are underutilized. She also asks how underutilization is defined.
- **Shawn Connolly** states it's a little too early to answer the question. They suggest that the best way to maximize space is to collect data and understand if we are using our space effectively. The President has committed to openly sharing this data, and the second part of the study is to collect data and understand if we are using our space the right way. They have tasked their consultant to provide recommendations on how to better maximize the use of our space, as part of their contract with them. While it is likely that they will receive some recommendations, it is too early to determine the outcome.
- **Alicia Broderick** asks for a follow-up clarification: "You said that the data will be aggregated. They won't be connected to individual people. And yet, when an individual space is assigned to one individual human, the data for that space would thereby be sort of, by default, attached to that person."
- **Shawn Connolly** states that they are not looking at individual offices but are looking at the administrative offices in a building. "We won't see the individual data of how many times Meredith sits behind her desk, or how many times I sit at my cube. It's aggregated across the types of spaces in that area."
- **Laura Field** describes the need for better communication. There are concerns about communication on campus regarding a space study.

People are concerned about violations, health, and privacy. Better communication across the campus is crucial. There was a 30-minute session on Friday with the union, then the information was rolled out more widely. The union has sent a letter to the administration asking for a reaffirmation of information, asking for confirmation that it will not be used for discipline. The union reserves the right to demand negotiation if unintended impacts arise and has requested a contractually obligated committee with union representation. The union is not fighting a space study but rather focusing on improving communication moving forward.

- **President Jonathan Koppell** provides additional information: "I appreciate what Laura just said and take it as a good point of correction in terms of communication. Ashwin said, 'Why not start with the non-controversial?' I didn't think any of this was controversial. I felt like the goal here was to figure out how we could better utilize the space of the university. You can't do that based only on anecdotes and presuppositions about how offices and classrooms and other spaces, conference rooms, how they're being used. There's a lot of sort of belief about use and underuse, and there's a lot of belief about the need for additional space, but no actual data or information underscoring that. We're a university - you should have data and information to make decisions. That was the premise. The question is: What's the best way to get at that? I hope Shawn's explanation that this isn't going to be tracked on an individual basis is reassuring. I don't know of a less invasive way to do it. This is intended to be a low, invasive way to get a sense of what's going on. To Alicia's question, 'Do we have designs on what this means for the future?' The answer is no, but I'll be honest and say, 'Do we think that the organization of universities is going to be different 20 years from now than it was 20 years ago?' Yeah, and we don't know what that means exactly. It wouldn't make sense to build a university based on the usage patterns of 20 years ago when there was no Zoom, and when there were no hybrid classes. The world operates in a fundamentally different way than it did 20 years ago. I suspect 20 years from now, it's going to be different still. We need to be prepared for that reality. This study puts us in a better position because we'll have some data. The points made about communication and clarity are all very good. I take them to heart, and it wasn't our intention to sort of obfuscate. That was maybe a naive belief that this was a kind of mechanistic thing to do to make the campus operate better and we stand corrected on that."
- **Jack LeClair** asks if the administration has gathered any information about these changes and their impact on the campus culture from other

universities. "We seem to be always reacting to these things, and I appreciate his effort and accepting our criticism of the lack of communication on this occasion. But we're going towards something, and they have something in mind, and there probably are various impacts with various designs at other universities already, so I'd like to know what the university has in mind."

- **President Koppell** clarifies: "For everything that we do, there's an imperative to learn from other institutions. On so many different dimensions, we could be benefiting from people who have experience in implementing change. I 100% endorse the view that before we do anything, we should talk to other institutions and try to learn from their experiments so that we don't go down a path that has already proven to be perilous. No omega project is hidden in the shadows. This is to better understand and it's partially born of the constant refrain that we have no space. Everybody says we have no space. You walk around and you look in classrooms and meeting rooms, and there's nobody there. You say, well, there is space. I'm sure many of you have had the experience of trying to schedule something and you get the response 'Sorry, there's no space. You can't schedule that - we're fresh out of space.' Yet, frustratingly, you walk around and see that there is space. Now, this is part of the space management study. We don't have the optimal systems for scheduling the space that we do have, and so we end up under-utilizing space. We want to show that in the data."
- **Adam Rzepka** asks for clarification: "I thought I heard that the sensors would be in offices until around Spring Break. The announcement says four weeks in October, and so does the FAQ. I believe that most faculty who receive this are under the impression that it's four weeks in October. Is that accurate?"
- **Shawn Connolly** clarifies that the data collection period is four weeks. The sensors will remain because of the logistics of physically getting them out. The data is collected, Gensler and Freespace analyze the data, and the data will be reviewed. If the data was somehow corrupted or if it didn't make sense, another data set could be generated. If a new data set needs to be generated, "we will let you know. We want to take the data set in the administrative offices, and in the faculty offices, in those non-teaching spaces first. We would do it all at once, but the change of schedule is going to prevent that. We'll take it in the classroom spaces in probably February." This will allow for data on the first few weeks of school - the data currently available tends to be inaccurate. "We would have liked to

have had them in already, but we weren't fast enough." During the Spring Break time frame, the sensors will come out.

- **Emily Isaacs** states that Dickson Hall is challenging due to the unpredictable climate control issues, causing people to not utilize their offices due to the threat of illness. CHSS has made room availability a priority, unlike other colleges that are more restrictive. The current system, 25 Live, shows that spaces are not always available across campus. Could the space audit include auditing meeting room availability on 25 Live?

- **Shawn Connolly:** "All I can do is apologize and hope we get better at it. It's an older building that has its challenges. We will be looking at some of those programs that we currently use to manage space. In addition to the actual sensors, the vendors will look at how we currently reserve space, to see if we're optimizing how we use them. They'll also look at historical data from the registrar's office. A campus survey is going to come out to everyone that allows them to talk about how they use their space, and where their space is. It's not just one data source that we're relying on, we're going to try and collect multiple data sources, and then that will all aggregate into the report."

- **Mary Wallace:** It is possible that in some of the newer buildings, the adjunct offices may be underutilized simply because adjuncts are frequently in and out of campus. Some kind of space must be provided by contract for adjuncts to meet, and it may become a burden to the chairs of the departments that they are going to have to figure out where the adjuncts can go and how they can meet they always have.

- **Jason Abbott** asks about the overall motivation behind the space survey, and whether it comes from cost or if space utilization is the primary reason. He states that there are no individualized room heat and air controls. It's centralized in most of the buildings. People are saying that they can't find rooms for teaching and find rooms for meetings. "I just don't understand why individual faculty offices are part of the survey because faculty offices are designated for faculty; they're not available for meetings. I get why meeting rooms are going to be in the survey, and I get why classrooms are. If there is no nefarious goal of hot desking at some point, I don't understand why faculty rooms are part of the survey at all."

- **Shawn Connolly** stated that for newer buildings, the university controls building temperature locally and monitors it using automated logic and start/stop time optimization programs. This helps make decisions on energy usage.

- ○ As the university continues to build new buildings, it is crucial to understand how we are using space. The future of the campus is uncertain, and engineers and architects must have an adequate understanding of how to best use our space. This includes administrators' space, as it will feed into campus plans for the next 5, 10, and 20 years.
  - ○ For example, the School of Business had three different sets of plans before construction, with plans designed four to five years before the building was built.
  - ○ To ensure smart growth, it is essential to start understanding how we are using our campus to make informed decisions. Understanding how we are using our campus is crucial for making informed decisions and ensuring smart growth. As the university continues to grow, it is essential to make smart decisions about how to use our space and make informed decisions for the future.
- **Zachary Aidala** asks if Bloomfield is being included in this study.
- **Shawn Connolly** states that the study is not currently focusing on Bloomfield with sensors due to cost constraints. However, the findings could be used to collect a large enough data set for future planning. There have been no accurate drawings of buildings on the Bloomfield campus. Since Montclair has taken over that campus, AutoCAD drawings were generated for every building to understand their features. An inventory analysis is now needed to understand who and what is in each room. Currently, Bloomfield is about three steps behind in understanding the space available, but efforts are being made to improve. The idea for this study is to collect a large enough data set so that this could be extrapolated.
- **Alicia Broderick** asks if the cost of the study is publicly available knowledge.
- **Shawn Connolly: "**It was in the board books, $385,000."
- **Ruth Kunstadter:** "If we're going to be talking about space sharing, then we also need to be talking about hybrid schedules. Some of the directions that the university seems to be going concerning hybrid which is more people in than out, is a little contrary to space sharing."
- **Shawn Connolly** states that space sharing was discussed. Space sharing requires standardized office equipment, such as a laptop connected to a docking station or multiple monitors. The focus should extend beyond the space, considering how to fit offices for the future, as many smaller details may not immediately come to mind.

- **David Trubatch** reminds the room that the Senate was not consulted before this was rolled out. The Senate is the governance body, while the Union focuses on labor implications. The Senate was not given a preview of the study, which would have been useful in addressing fear and concern among the university community. The Senate Executive Board could have warned the administration and helped them understand how to communicate with the front line, rather than pushing the administration's view.
    - To proceed forward, consulting in advance and getting feedback is essential for informed action. This does not necessarily constrain action but ensures that it is not a surprise to the university community. It is important to understand that there is a term for pre-communication, which refers to the process of making the connection between centrally made decisions or ideas and the front line.
    - At Montclair State, there is a tradition where information goes from administrators down to the front line, which can be unreliable. Therefore, the connection to the front line needs to be more direct. The Senate and the Senate Executive Board play a constructive role in making the connection between centrally made decisions and the front line, facilitating communication back and forth.
    - The study has a lot of data, including course schedules and meeting room usage. However, it is difficult to determine if the data collected encompasses what is actually happening. What happens if the data collected doesn't match what is supposed to be administratively set? As the study progresses, communication should be more proactive and better, not only for calming nerves but also for receiving constructive feedback and input that will make the survey better, more useful, and more understood when presented.

Dr. Jessica Murphy
- The Vice Provost of Undergraduate Education, Success, and Academic Innovation at Montclair University is responsible for moving forward initiatives and strategies related to undergraduate education, success, and academic innovation. This involves working with faculty, staff, and student leaders across campus to advance student success efforts, designing innovative strategies to support these efforts, and encouraging data-informed decision-making for student-facing work.

- The Vice Provost is involved in researching and getting to know the campus well to minimize duplication and collaborate on various initiatives. They see the University Senate as a great partner in this work, and they will develop new areas as they become available.
- The Vice Provost will also identify student success needs earlier, either before or as students arrive, to avoid being caught up in the scramble. They aim to amplify the excellent programs and initiatives already happening on campus. Collaborations with everyone on campus are crucial for the success of their work. Montclair University is known for its mission-driven nature, where everyone believes in the purpose of the university, the excellence of students, and the amazingness of faculty and staff.
- Coordinating energy and driving in the same direction is essential for the success of their work. The Vice Provost is excited to work with everyone and is originally from the Bronx, having worked at the University of Texas at Dallas for 15 years.

HEAL Fellowship
- **Livia Alexander** is one of three HEAL fellows who will be presenting. Livia is a Digital Media curator and visiting scholar at the NYU Game Center, working on developing an engine that will allow for rethinking higher education teaching using customizable, immersive media, and game-based learning.
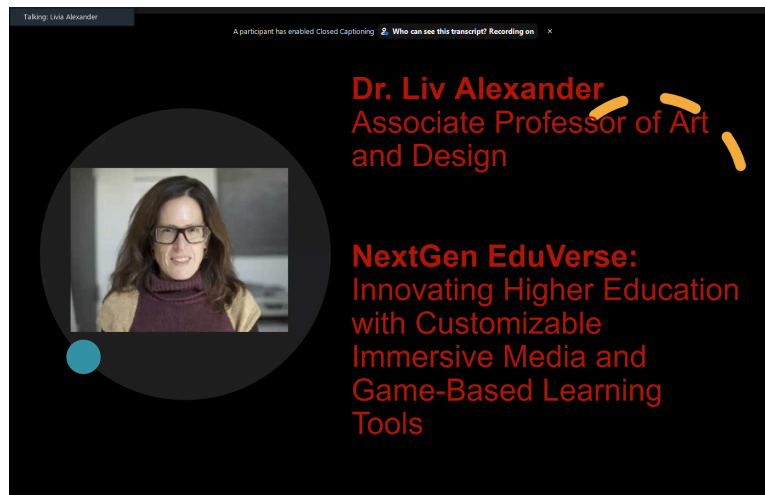
  - The project is born from the drop in student engagement, particularly after the pandemic, which has exacerbated trends and led to a generational shift in how students learn today.

"Both faculty and student surveys suggest that students are under-engaged, and many are not taking on key activities essential to engaged, active learning." ([teaching resources for faculty webpage, MSU]).

○ EduVerse proposes a scalable and impactful intervention that ultimately supports the success of students, faculty, staff, and the university

○ Livia's goal is to create a pilot project that allows for a more collaborative learning model that flips the classroom. This customizable model will allow professors to customize options for various courses, such as 100-level biology courses. The templates developed will enable faculty to adapt these options and foster a sense of community and belonging among students.


PROJECT GOALS AND OBJECTIVES

★ Create a pilot project for a digital pedagogical engine aimed at innovating higher education with customizable immersive media and game-based learning tools.

Platform will enable instructors to draw on, customize, and create gaming and immersive media applications tailored to their class subject matter, learning objectives, and outcomes.

★ Address the growing need for educational methods that engage digital natives to significantly enhance student engagement, motivation, and knowledge retention through immersive learning experiences.

★ Foster a sense of community and belonging among students.

○ In the first year, Livia plans to develop test pilots with faculty across different disciplines on campus, some of which will be tabletop gaming strategies, others will be drawn on video gaming platforms, and the emerging use of AI in creating exciting, customizable models through existing software. Once these models are developed, the templates will be available for faculty to use and adapt.
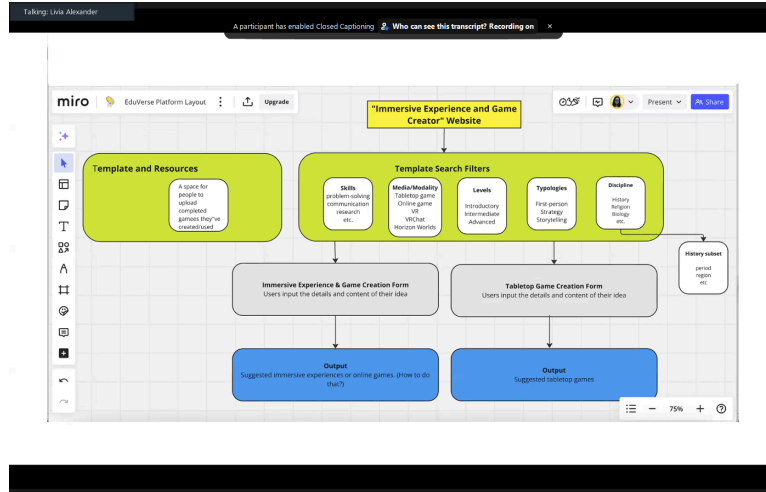
- ○ Livia hopes to offer workshops to faculty to introduce these models and create an online engine that will be open-source and accessible to faculty. The final slide shows a basic site architecture sketch, which will be used for online platforms like VR chat rooms and VR Worlds, as well as traditional forms of gaming methodologies.
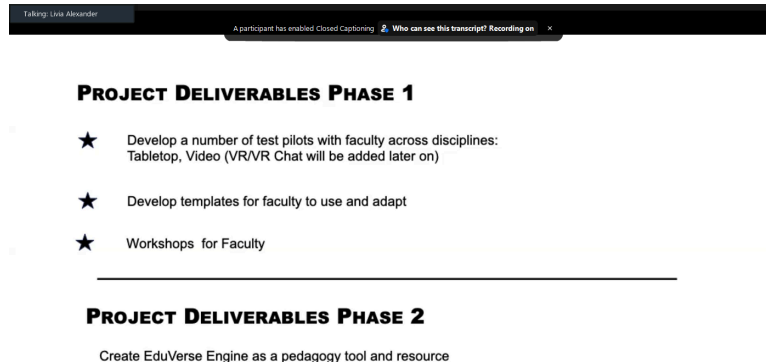
- ○ Livia is looking forward to collaborating with any faculty interested in trying out these models or rethinking their syllabus using gaming methodologies. They can be reached by email.
- **Alicia Broderick** is working on a project to address neuronormativity in higher education. Neuronormativity is a problem that has been addressed

in business for 5-7 years, but it is beginning to catch up in education.

Dr. Alicia A. Broderick, Professor of Education,
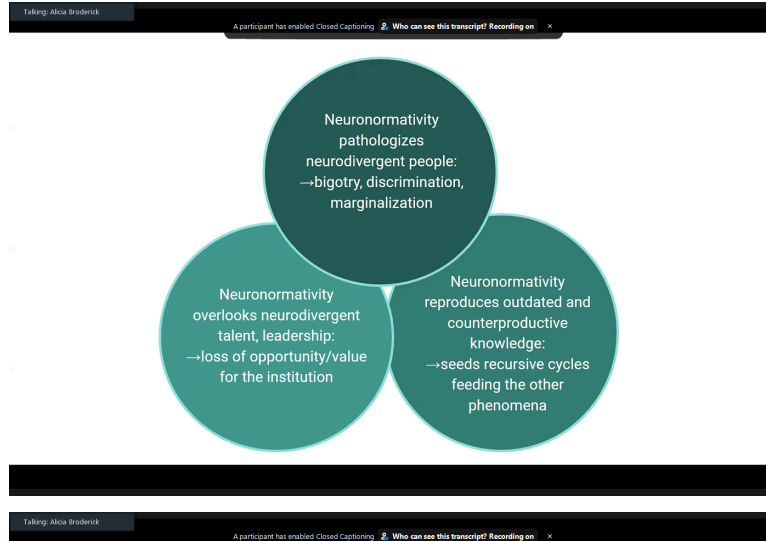2024 HEAL Fellow

Developing the *Institute for Neurodivergent Talent and Leadership* at Montclair

Overview for University Senate
09/25/24

- ○ The project aims to develop an institute for neurodivergent talent and leadership at the university, which will address three main facets of the problem: bigotry, discrimination against neurodivergent people, and the failure to develop neurodivergent talent and leadership.

Premise:
Neuronormativity is a problem in higher education.

Neuronormativity pathologizes neurodivergent people:
→bigotry, discrimination, marginalization

Neuronormativity overlooks neurodivergent talent, leadership:
→loss of opportunity/value for the institution

Neuronormativity reproduces outdated and counterproductive knowledge:
→seeds recursive cycles feeding the other phenomena

Mitigating Intervention: Development of the *Institute for Neurodivergent Talent and Leadership* at Montclair.

Disrupt institutionalized neuronormativity through community education & ally development (& a variety of other tactics)

Better recognize and develop existing neurodivergent talent and leadership here at Montclair

Disrupt monolithic production of pathologizing knowledge about neurodivergence; develop critical and liberatory mechanisms for knowledge production

- ○ The first facet of the institute is to disrupt institutionalized neuronormativity through community education and ally development. This will take various forms, such as developing a community education program and ally development program

similar to Safe Space training for developing LGBTQ allies on campus. The second facet of the project is ad hoc, working with various community members and entities around campus as opportunities arise. For example, the blue envelope program, which has been updated and revised with input from neurodivergent community members, has been a helpful partnership.

- The second circle of disruption is to better recognize existing neurodivergent talent at Montclair as an institution and to develop better neurodivergent leadership. The institute will be curating an event targeting platforming existing neurodivergent talent, and highlighting and promoting neurodivergent innovation. The institute will also work within the Hill Fellows Program to expand the ways that leadership is thought about to be informed by neurodivergent perspectives.

- Lastly, the institute will try to disrupt the monolithic production of pathologizing knowledge about neurodivergence by partnering with an international research collective that produces research knowledge produced by neurodivergent people. This research knowledge will be translated into a curriculum that students have access to. The institute will be working with partners in the business school on developing courses and certificates that are now in curriculum review on neural inclusive practice and neuro-inclusive leadership across various occupations and professions.

- The project aims to address neuronormativity in higher education by developing an institute for neurodivergent talent and leadership. By disrupting institutionalized neuronormativity through community education and ally development, the institute aims to create a more inclusive and diverse environment for all students. By partnering with an international research collective and developing courses and certificates on neural inclusive practice and neuro-inclusive leadership, the institute hopes to create a more inclusive and diverse learning

environment for all students.
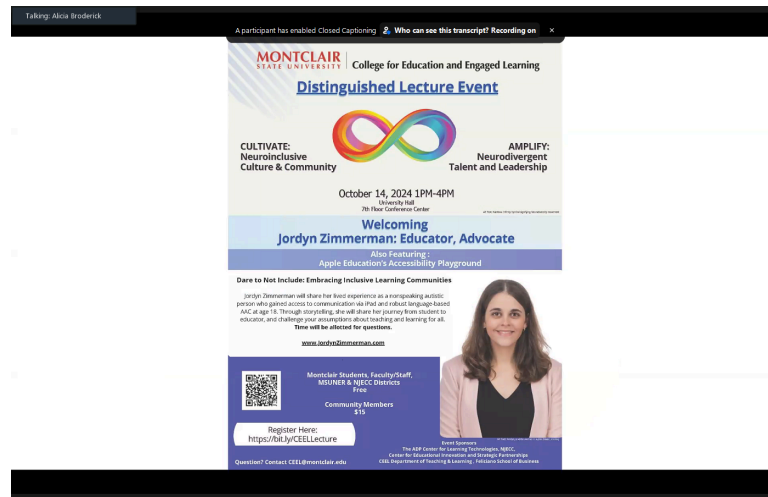
- **Christopher Donoghue** has been working on a survey called "the student needs and sense of belonging survey" since Spring 2023. The survey aims to understand the different aspects of belonging experienced by students on campus and identify specific groups with extra challenges. The main goal is to help students overcome their feeling of belonging uncertainty, which is associated with academic challenges. Enhancing a sense of belonging has been associated with many positive academic outcomes.

○ Donoghue has been comparing his work with other universities and the American Association of State Colleges and Universities. One key finding is that low-peer and high-isolation students have the greatest challenges with belonging, but they are not far off the average. In the middle two indicators of faculty support and classroom comfort, peer support is the most struggled with, and higher levels of isolation are also prevalent.

○ The multivariate model found that high peer and faculty support students are more likely to be female, white, or live on-campus, while underrepresented minority students, commuters, and students with food and housing insecurities face greater challenges with belonging. In 2024, the survey was expanded to include undergraduates from the Montclair campus, graduate students, and students at Bloomfield. The study uses a large random sampling method and validated measures from the literature.
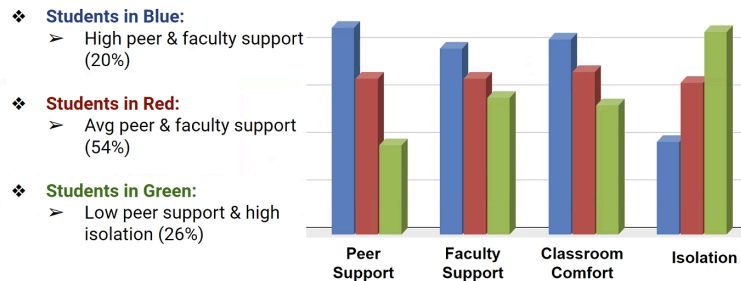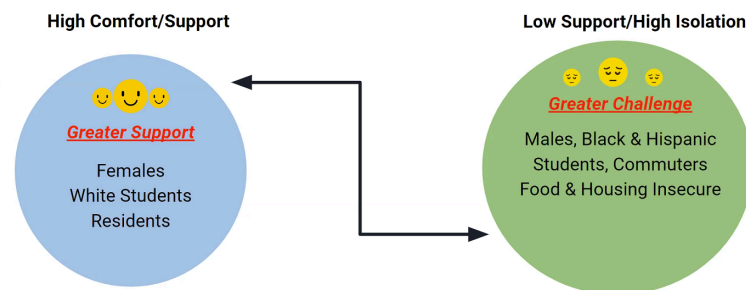
- ○ Over the next academic year, Donoghue plans to continue presenting the findings of the study to various entities on campus, create a resource kit with strategies, programs, and interventions for professors and advisors, and provide guidance on specific groups that need extra help with belonging. Over time, the goal is to develop more scalable projects that can enhance belonging and improve academic success for large groups of students.

Human Flourishing

- ● **Elenice De Souza Oliveira:** Human Flourishing is a joint initiative with the Office of Faculty Excellence, the Provost's Office, and the President's Office. The first workshop on pathways to well-being was successful, with a diverse group of faculty and staff participating. The series will continue until the end of the year, with four more workshops planned. The next step is to develop a curriculum on human flourishing, involving diverse participation from various groups. The goal is to promote the idea of

human flourishing as the center of Montclair's mission in education. The idea is not only to support academic development but also to foster human flourishing as individuals. The next workshop will be held on October 9, and everyone is invited to participate. The goal is to support students and staff in developing academically and high performance, but also to foster human flourishing as individuals.

○ **From the chat:** [links to events](#), [workshops](#)
● **Shannon Bellum** states that the Provost is not available.

5. Report from SGA President

● **Shannon Bellum** states that the SGA President, **Mikayla Houston**, is not available today but she has submitted an extremely detailed report that is posted in our shared drive. Mikayla is a member of the Senate, and she is a member of the Student Affairs Council. If you have questions or thoughts about that report, let her know. Reach right out to Mikayla, or you can speak to Pascal Lafountain about it as our Student Affairs Council Chair.

6. Reports from Councils

Academic Affairs Council

● **David Trubatch**: "Under my responsibility, the Academic Affairs Council has been a little slow to get organized and the council has not been convened yet. I will contact all of you who are on the council shortly. In general, the Senate is a steward of shared governance. The Senate doesn't necessarily get involved in the content of all decision-making, but the Senate makes sure that shared governance is working, and that the right voices are coming at the right times. With the arrival of Jessica Murphy in her new position, I expect she'll be our main point of contact. We'll work on a number of areas to improve our procedures. For example, in academic affairs and policy-making. I won't go into those now, but we have a lot to do. I'll be contacting the council soon, and we'll have a lot more to report next time."

Administrative Affairs Council

● **Lauren Carr:** "Faculty members reported receiving errors when entering grades for students. The registrar states that the faculty would need to verify their rosters. The process is easy but can time out after 30 minutes during grading. The Fall Faculty Grading session dates are October 22 at 4 pm, October 30 at noon, December 16 at 3 pm, and December 19 at 10 am. If anyone needs assistance with verifying their rosters or has any issues, they can contact me via e-mail.

- ○ **From the chat:** Emily Isaacs: Here is where the final grade schedule for each unit is found: https://www.montclair.edu/red-hawk-central/how-to-guides/faqs-for-final-grade-submission/#deadline.
  - ○ The Dean's Search guidelines are being researched, but no information is available at this time.
  - ○ Faculty activity reporting is another area of focus, with some schools having best practices procedures and software. The goal is to avoid redundancy when generating new faculty reports.
  - ○ Generative AI best practices are also under development.
  - ○ Foodservice challenges have been raised, and the President has requested that people email askpresident@montclair.edu with any concerns or complaints."
- **Arnold Korotkin:** "The safety committee over the summer dealt with a concern of faculty about the fourth-floor door in the Red Hawk Deck that accesses Kasser Theater. The Push Button access was not functioning properly. **Tim Fox**, who is on the safety committee, addressed it with Facilities, and, as far as I know, the situation has been corrected. Folks need to know that if one of those push buttons malfunctions, there's a red sticker that should be on all of them that has a QR code that you can report a malfunctioning push button that will be corrected as soon as possible. If anyone has any safety concerns, please email me and let me know, and I will share it with the safety committee, which meets once a month."
- **Bill Sullivan** mentions an issue he was having with a student who stated they were registered but they were not showing up on the roster.
  - ○ **Lauren Carr** answered that, from experience, it can happen if students register late for a class or students drop the class and it still appears on their schedule or degree audit. There might be a delay between systems.
  - ○ **Danielle Insalaco-Egan** asked Bill to contact her so she could look it up right away and get an answer back to him. She is happy to connect with the council to follow proper governance.

Student Affairs Council
- **Pascale Lafountain**: The Student Affairs Council is set to meet for their first-semester meeting, and four issues have been raised. The first issue concerns the quality of life for international graduate students, which includes the funding structure for undergraduate activities, housing issues, and limited campus jobs. Communication around these issues is crucial. The second issue is parking, with the permit structure not including some

easier-access areas on campus. The third issue is increasing resources and campus climate for trans students. The fourth issue is affordable food availability on campus, with questions about the lack of affordable food shops, farmers' markets, and the Red Hawk Pantry. Mikayla from the Student Government Association (SGA) has emphasized the importance of affordable food options and the limited dining hours available on campus. She suggests collecting facts and exploring ways to facilitate access to great, cheap food for students. If any other issues arise based on anecdotes, personal experiences, or conversations with students, they can be sent to the Council for consideration. The Council will de-name and add them to their list.

7. Elections Committee
   - **Tim Gorman:** The University Senate recently held an election, with eight vacant seats, including two newly created seats for Bloomfield College, one for faculty, and one for staff. The election was a trial by fire, but the team encountered technical difficulties with voting, particularly for the at-large election. The voting system required people to make two choices instead of voting for one candidate. This issue was fixed after the ballots went live, allowing people to vote for only one candidate if they chose.
     - In consultation with the president of the executive board, the team decided not to cancel the election and reset a new ballot, as it would cause confusion and potential disenfranchisement. Moving forward, the team will address this issue proactively by creating new bylaws that provide explicit guidelines on how ballots and the voting process should proceed. They have also been considering ranked-choice voting, which would require bylaws.
     - **Results of the election**
       - **Contested seats:** Adam Rzepka was elected at-large. Catherine Baird was elected at-large. There were two professional staff elections, including Christina Dilkes (CSAM) and Danielle Blake (CHSS).
       - **Uncontested seats:** I declare the winners of these seats: Daniela Chong (Admin Professional Staff), Laureen LeFever (Teaching Faculty), Zachary Aidala (Bloomfield faculty), and Nikki Kurzynowski (Bloomfield staff).
   - **Theodorea Berry:** Is it accurate that the Bloomfield representatives to the University Senate are non-voting?
     - **Shannon Bellum:** Yes. That's a temporary measure. Our constitution needs to be updated to allow senators from Bloomfield to be official voting members. That process is in progress. We

passed a motion in our last meeting earlier this month, allowing representation from Bloomfield in a non-voting way. That was a loophole that we could work to get them on the Senate and active. We're giving a year to our constitution committee. I don't think it will take that long, but we hope to see them as voting senators, maybe perhaps in the next round of elections.

  ○ **Tim Gorman:** The seats for Zachary and for Nikki are for one-year non-voting seats, so they expire at the end of this year. We're going to run a proper election for these two seats for a three-year term, the typical term, in the Spring. We have to amend the Constitution before we can do that.

- **Shannon Bellum:** I'd like to formally seat all eight new senators. I'll reach out to you later this week with a welcome email.

8. Elections Committee

- **Erik Jacobson: (acting chair):** Next week, the committee will discuss updating various parts of the Constitution that need to be updated in the spring, including ratios (due to college mergers) and changes in teaching faculty. The process for identifying and addressing these changes is crucial. More details will be reported at the next meeting. I'm hoping that we have a first read for the next one, but it's going to most likely be three or four different recommendations to address the different parts of the Constitution that have to be updated, rather than just one. You have to be a member of the Senate to join the Constitution Committee. If you're interested in joining, please send me an email.

9. Just and Sustainable Practices Committee

- **Erik Jacobson:** We're going to be meeting soon. You do not have to be a member of the Senate to join the just and sustainable practices committee. If you're interested in joining, please send me an email. We're going to be taking up a number of issues, including service.

10. NAAL Report

- **Laura Field:** The Local held a meeting last Wednesday. In this meeting, we discussed challenges facing New Jersey and higher education and discussed the collaboration between the Council and Locals to anticipate these issues and plan for the future. There will be labor walks on October 19 and November 2, aiming to increase voter participation. The council is also planning workshops, including reappointment, tenure, promotion, sabbatical, and professional staff. Open enrollment opens on November 1, and the state is holding workshops about benefits. The next meeting will be a hybrid meeting on October 23 at 1:30 PM.

11. Adjunct Union Report
   - **Mary Wallace:** The adjunct union aims to make adjuncts more visible and viable as contributing members of the university, both to students, faculty, and administration. They are involved in various activities such as co-sponsoring workshops, attending homecoming events, voter registration activities, participating in Student Appreciation Week (Montclair & Bloomfield), and the Hispanic Latina Heritage Month (marching as Honduras). The union seeks out activities on campus for adjuncts.
       - The adjunct union has achieved several milestones, including priority assignments for adjuncts within their department for teaching for 13 or more semesters, a $10,000 Professional Development Fund, and the use of electronic bulletin boards. They also received the title of Adjunct Professor Emerit, and are excited about presenting the first adjunct emerit in October or November.
       - The union is working with Emily Isaacs to create an online orientation for adjuncts, covering basic topics like ID, parking, and university policies. This is important for adjuncts who come from different walks of life and often turn to the union for guidance. The union has negotiated with the university to have a joint orientation, as they come from various backgrounds and often lack the necessary knowledge to navigate the university.

12. Voices of the Community

   Disability Caucus
   - **Alicia Broderick:** The Disability Caucus at Montclair State University is a forum for raising awareness about disability rights, disability justice, and celebrating disability culture and pride on campus. They hold meetings via Zoom on the third Friday of the month from 10 to 11 am and are working towards establishing a more accessible and inclusive campus community. President Koppell has agreed to join the October general membership meeting on October 18, so the caucus welcomes him to have a conversation about the ways that the caucus and the administration can work together towards some shared sorts of goals.
       - On October 1st at 12:30 PM in Student Center room 411, the caucus will hold its inaugural flag-raising ceremony to recognize and celebrate disability history and Awareness Month. This is the first time Montclair State University has organized a recognition of disability history and awareness month. The event is a joint

celebration of disability history and awareness month, along with LGBTQ+ history and awareness month. The caucus is grateful to the staff in the Office of Social Justice and Diversity and Student Development and Campus Life who have been instrumental in planning this event.
  - **In the chat:** Flag Raising https://montclair.campuslabs.com/engage/event/10476369
- On October 14th, the caucus will welcome Jordyn Zimmerman from 1 PM to 4 PM. One of the reasons that people are invited to full membership in the caucus is because events like a speaker, such as Jordyn Zimmerman, have a number of costs associated with them in terms of bringing people to campus.
  - **In the chat:** PDF and JPG of the event flyer and short video from CBS News recently profiling Jordyn Zimmerman, for folks who are unfamiliar with her work. She's a nonspeaking autistic woman who is a certified teacher (& Apple Distinguished Educator), who's also currently working on her MBA: https://www.youtube.com/watch?v=1zWp2KkOr68&list=PLVhkJQ0oTcnulfMGje-hOXjeH-Taf8ZBe&index=16
- If you're interested in the work and able to join, there is a membership form that you can fill out. Everyone is welcome to become a member. Membership in the caucus is open to everyone, regardless of whether they donate dues or not. A $30 per year dues donation is requested to facilitate events like Jordyn Zimmerman.
  - **In the chat:** Disability Caucus membership form: https://www.montclair.edu/disability-caucus/caucus-meetings-and-membership-info/
  - Disability Caucus membership flyer--please circulate!! https://drive.google.com/file/d/1DwFpZ3JYTrX-9VuqNabGdNXipULZsdwk/view?usp=sharing
  - Link to Disability Caucus webpage: https://www.montclair.edu/disability-caucus/

African American Caucus
- **Summer Jones:** The African American Caucus is excited to start the academic year with an exciting lineup of events. They have not announced them yet but keep an eye out for updates. They have improved their website to provide past event highlights and easier ways to

become a member. The Caucus is open to everyone, including allies, and meets on the second Wednesday of the month on Zoom.
- ○ **In the chat:** Link of African American Caucus website - https://www.montclair.edu/african-american-caucus/

Asian Pacific Islander Caucus
- **Erik Jacobson:** The Caucus had its first get-together for the year. It was like a meeting and a celebration of food. There were probably about 30 or 40 people in the room. It was well attended. As with the African American Caucus, you don't have to be Asian American or Pacific Island American to be a member of the caucus. If you're an ally, if you're working in that area, you're certainly welcome to come to Asian Pacific Island Caucus events.

Latinx/a/o Caucus
- No report from Johnny Lorenz.

Montclair Votes
- **Arnold Korotkin:** Montclair Votes, an organization under the Civic and Voter Engagement office, aims to involve students in understanding the political process. On September 17, the organization participated in National Voters Registration Day with five tabling locations on campus. The Palestine American Community Center staffed a table in the University Hall lobby, while the League of Women Voters staffed tables in the student quad and Dickson Hall. AFT Local 2065 members also participated in community activities. The League of Women Voters staffed a table on the Bloomfield campus in the Student Center. 159 students were registered to vote, and since no polling place is on campus, shuttle bus services will be available to take students to and from voting locations in Clifton and Little Falls. The polling place in Montclair should be within walking distance of campus. The committee meets once a month, and anyone is welcome.

13. Open Floor
- **Shannon Bellum** opens the floor.
- **Kate Temoney** Kate is the chair of the Department of Religion and has also taken on the role of special advisor to the provost on interdisciplinary initiatives this academic year. They have collected data from a survey about interdisciplinary work and developed a process for awarding money to those interested in interdisciplinary research projects and teams. There are also plans to organize workshops and opportunities for faculty to get to know each other, as well as curating resources.

- On October 16, there will be a campus-wide talk by Pauline Gagnon at 2:30 PM during the common hour. There will be a workshop on research and interdisciplinarity from 3 PM to 5 PM.
- On Thursday, October 17, there will be a workshop on teaching from 9 am to 11 am and a workshop on the Bloomfield campus from 2:15 PM to 3:45 PM during their common hour. Thanks to Dean Theodorea Berry, the Dean of Bloomfield College, for her collaboration in organizing these events.
- Kate encourages attendees to contact them via e-mail or phone for any questions or to register for these events on the OFE website.
- **Information from the chat:**
    - ANNOUNCEMENT OF INTERDISCIPLINARY INITIATIVES-OCTOBER EVENTS
    Please mark your calendars
    The Office of the Provost is committed to nurturing impactful, faculty-initiated research and teaching that integrates disciplines and promotes synergies among faculty by providing seed funding for research projects and team-taught course development and implementation, cultivating opportunities for faculty collaboration, and curating resources and workshops on conceptual and procedural interdisciplinarity.
    Questions? Contact Dr. Kate E. Temoney, Department of Religion Chairperson and Special Advisor to the Provost for Interdisciplinary Initiatives.

      Interdisciplinary Initiatives Consultant, Dr. Pauline Gagnon
      CAMPUS-WIDE TALK (registration will be on the OFE website)
      Title: Interdisciplinary Work: History, Theory, and Best Practices.
      Wed., October 16, 2024, 1:30 pm – 2:30 pm, School of Communications Presentation Hall

      WORKSHOPS (registration will be on the OFE website)
      Title: Research Workshop: Roads to Integration
      Wed., October 16, 2024, 3:00 pm – 5:00 pm, University Hall ADP Center
      Title: Teaching Workshop: How to Grow Interdisciplinarians

Thurs., October 17, 2024, 9:00 am – 11:00 am, University Hall ADP Center, 1121

Title: Teaching and Research Workshop: Defining the Work of Interdisciplinarity
Thurs., October 17, 2024, 2:15 pm – 3:45 pm, Bloomfield College Library, Shelby Art Room

Questions? Contact Dr. Kate E. Temoney, Department of Religion Chairperson and Special Advisor to the Provost for Interdisciplinary Initiatives.

14.   Senate Business Items
Confirmation of Committee Members
Constitution Committee
- ○ Eric Jacobson, Chairperson
- ○ Arnold Korotkin, Member
- ○ Jack LeClair, Member
- ○ Victoria Nauta, Member
University Undergraduate Curriculum Committee Representatives
- ○ Jim Dyer
- ○ Soyoung Lee
- ○ David Trubatch
- **Pascale LaFountain** has moved that we accept those by acclamation.
- Confirmed by acclamation.

NAAL Representative
- **Laura Field:** "On the Senate, there is a Negotiations Agent Liaison, which is an officer position. In that position, the officer attends the executive board meetings of both the Local and the Senate and serves as a conduit of information between the two groups to make sure that we're keeping open lines of communication. So, per the Constitution, the Local can nominate one voting member of the Senate to be that now negotiations, Agent liaison, and I'd like to nominate Catherine Baird for that position. The Constitution says we just have to have a majority of the vote.
- **Laura** moves to elect Catherine Baird by acclamation.
- **Bill Sullivan** seconds.
- Confirmed by acclamation.

15. President's Report
    ● **Shannon Bellum:** In the last meeting, there was a miscommunication that prevented President Koppell from attending and doing a town hall-style chat at our last meeting. He is confirmed for both November and December meetings and is trying to secure October. The Executive Board has been working with President Koppell and his staff to finalize recommendations for the past two years, which will be shared with senators by the end of the month. The Senate has been requesting a policy process that would involve campus community input, and the President has shared that this is in process with the executive board in our monthly meeting with him. The Senate created a comprehensive policy process document in 2018 that the president found informative. The Executive Board looks forward to continuing working with the president as the process develops. The next fall meetings will be hybrid, taking place in Cohen Lounge for the next three meetings, with a Zoom option.

16. Meeting Adjournment

    ● **Shannon Bellum** calls for adjournment.
    ● Moved by **Bill Sullivan**.
    ● Seconded by **David Trubatch**.
    ● **Meeting adjourned:** 3:31 PM