

THE UNIVERSITY SENATE OF MONTCLAIR STATE UNIVERSITY

Montclair, NJ 07043

Meeting minutes for February 21, 2018

- I. The meeting was called to order at 2:46 pm
- II. Roll Call: Abrams, Alleyne, Alo, Alvares, Bellum, Berger, Berisha, Billings, Cant, Collins, Curnutt, Dacey, Domine, Field, Fleming, Friedman, Gaynor, Genise, Gingerich, Goldfarb, Gurskis (Sharps), LaFountain, Lucas, Mamonov, McDermid, Misra, Murray, Noonan, Nurse, Pemberton, Specchio, Trubatch, Vernon, Wolfson.
- III. Approval of Minutes: December and January minutes approved.
Agenda approved by acclamation, ask for rectification later.
- IV. Report from the Administration: (Gingerich)
 - a. Notice in regards the Latino Caucus presentation
We are working with the Senate's endorsement and support the main issues which are clarifying information on the website. Second, the protection of these students and their information, and citizenship status. Finally, in supporting these students developing safe spaces for students and trainings and workshops for staff to support them. I'd like to take this moment to also introduce Dr. Katia Paz Goldfarb to the position of Assistant Vice president of Hispanic Initiatives.
 - b. University College. This proposal originated in a monthly meeting with Chairs, last Fall. With undeclared students' retention falling, we think it's now the right time. The aim of the College is to bring students before declaring the major. The concept with more details are in the proposal.
This will not change the Admissions process. The point of University College is to assist undeclared students in finding a major. The college structure will allow advising and career services to be in a more coherent format. It will hone in on areas of need. We are looking at courses where students have problems. We want to offer academic support in the structure of University College. Some of the resources and salaries will come from existing resources staff, and some from new. We are also looking at who does tutoring across campus. New activities will need to be framed out. One thing we expect is to explore options of majors for those students who cannot get into their first choice.

There will not be any faculty in this unit. University College will not be offering any degrees. We are looking into how this will impact GNED 199, new student experience. We do need to resolve this quickly. We are thinking that departments should be encouraged to adopt their own version of the course. We are looking for feedback to come through Kirk, as Chair of the Gen Ed committee. We have no intention of taking services away from anyone in the process of forming this unit.

Metrics for success will need to be defined. Certainly retention, and a 4-year graduation rate. If our 6-year graduation rate decreases, that would show success. We will be refining it semester by semester. The start date for this

unit is Fall 2018. If Gen ed “A” is going to be changed, it will need to happen quickly. It goes through the Gen Ed process.

Last, Jim German is leaving the University. We will begin a new search for the University College Dean and Associate Provost for Undergraduate Education. A member of the Senate will be included in this process.

In addition, the other college units will need to beef up their resources. Deans are making proposals for their student success teams for the upcoming academic budget.

Discussion contributions include Senators Speechio, Wolfson, Alvares, Nurse, Misra, Gaynor, Dacey, Trubatch, Genise, Sharps, Manovov, Pennington, McDermid, Domine, Pascale, Berisha, Bellum, and Jim German, Allison Stryker-Banks

V. Committee of the Whole (Murray)

- a. The Constitution Committee has amended the Senate Constitution regarding elected representatives after the comments in the last Senate meeting. There are not fundamental changes. I sent an announcement with the same proposal but fixed. Currently we are 37 members. We may increase or decrease the voting membership as needed. Primarily, we are looking to give the Nursing School a seat, but we were asked to look at the Senate body as a whole. We decide not to include an Adjunct seat to the proposal at this time.

Discussion contributions included Field, Wolfson, Trubatch, Misra, Curnutt.

VI. Council Reports

a. Academic Affairs (Domine)

i. Curriculum Review Processes

The AAC is in the process of developing a set of recommendations regarding the university’s curriculum action processes. So far, it’s problematic and we welcome additional input from the senators and the wider university community to develop recommendations to bring to the Senate for review. We suggest a model and we would like the proposal to be in April.

ii. Academic Program Policies

The AAC is in the process of developing a set of recommendations regarding policies and decision making processes pertaining to academic programs. We welcome additional input from the senators and the wider university community to develop recommendations to bring to the full Senate for review.

iii. Undergraduate Curriculum Committee (Dyer) Nothing to report.

iv. Gen Ed Committee (McDermid) Nothing to report.

v. Graduate Council (Gainor)

The meeting was February 14th, a limited agenda regarding discussion of upcoming policy issues, as the council’s bylaws are revised over the next three months, no new curriculum actions taken. The session was part of the strategic planning preparations, and focused specifically on a previous SWOT session to graduate education/programs.

vi. Academic Information Technology Committee (Jacobson)

The next meeting will be in March and we report about copyright issues and legacy media. Erik will welcome questions.

- b. Academic Affairs (Pemberton)
 - i. Our proposal for a policy on responsible investing is now posted in google docs. We welcome Senator input. We will have a vote next time.
 - ii. Technology updates (Murray) Our efforts in improving technology are ongoing. Send any issues my way.
 - c. Students Affairs (McDermid) Nothing to report.
- VII. NAL Report (Curnutt)

The Union is looking forward to working with David Vernon on the upcoming contract negotiations.
- VIII. Elections Committee Report (Field)

Elections currently running are At large, 3 new seats (3 candidates) open today in CHSS and Professional Staff. We don't have nominations. Election nominations are opened through Friday, March 23rd. After Spring break, there is elections for Constituencies and the E-board.
- IX. Report of the Senate President (Trubatch)
 - a. Our recommendation for the University's stance on DACA to President Cole has been accepted. The website has been updated. In addition, OIT has updated degree works so that immigration status is no longer visible. This is a great example of us working together.
 - b. Course integrity on Canvas: the administration declined our recommendation. Their reply is posted in Canvas. The Provost invited us to form a group to move forward. In the meantime, there is no policy to prevent someone from going into our Canvas courses.
 - c. Temporarily inactive students: Some students have had restricted access to Canvas for 2 days due to account collection activity. Faculty didn't know but emails were sent to students about this. We were informed that the University is working on an alternative debt collection process. This method has been highly effective, but not the best way to get payment from students. Faculty should be prepared and have a plan in their syllabus. I welcome members of the Senate to make recommendations about how to address this matter, perhaps through the Student Affairs council.
Discussion included Senators Misra, Domine, Alvares, Nurse, Murray, McDermid, Fleming, Wolfson, Curnutt.
 - d. Regarding LMS course surveys, the Senate is working in closing the loop. An updated memo was sent out on Feb 15th. Timing of the surveys is a different issue and we will follow-up with more information.
 - e. Course expense accounts are part of the regular budget process. There is now an updated budget policy and manual which includes how to get budgeting information.
 - f. The Policy on policies needs your input. There are links on Canvas for you to comment. You may also send to colleagues in your area to review and comment.
 - g. I will be sending out reports for the College meeting announcements.
- X. New Business
 - a. (Specchio) Any updates on Global Education? Provost: There is not much of a budget for them in the next fiscal year.

The meeting was adjourned, 4:36 pm.