

- I. The October 26, 2016 meeting was called to order at 2:42 pm.
- II. **Roll Call:** Abrams, Adams, Allen, Alo, Alvares, Bellum, Brook, Collins, Curnutt, Cutler, Dinour, Domine, Ficke, Field, Flemng, Isaacs for Friedman, Gainor, Gaynor, Gingerich, Higgins, Jacobson, Lal, McDermid, Misra, Murray, Noonan, Panorkou, Pemberton, Powell, Preszant, Rosa, Samuels, Specchio, Sullivan, Trubatch, Wolfson.
- III. **Approval of September 28, 2016 minutes** – motion passed
- IV. **Report from the Administration** - Provost Gingerich
  - a. Smoking Policy: The SGA developed a survey that will go to undergraduate students. After the SGA reviews the feedback, they will decide if there should be an open forum. Then the SGA will decide if they should support or not.
  - b. FMS:
    - First year with FMS ended on June 30, 2016.
    - Financial statements currently in preparation process, external audit team is on site.
    - During the year, a number of systems configuration, internal process problems, and training issues were encountered and, gradually, addressed. Also, there was substantial staff turnover within the finance department. All positions have since been filled and many of the configuration issues have been resolved.
    - However, until the systems and staffing issues were (mostly) addressed, they resulted in inaccurate and delayed financial reporting.
    - In 6-8 weeks we will be beyond auditors' review of the financial statements and its testing of internal controls, and we will be focusing on timely monthly reporting, writing/updating policies and procedures, and on additional staff training.
    - With regard to grants, a task force of staff and PIs have been working together on defining requirements for budget/actual data reporting, and building a new process/tool for this purpose. It will likely take a few months of programming and testing and we hope to roll that out in the early part of calendar 2017.
    - There remain a number of technical, i.e. systems issues that have been identified recently and that are being analyzed; much has been accomplished in fixing the FMS systems issues, but we still have quite a bit more work to do in this regard.
  - c. Melissa Faulkner is the new Director for Career Services. She comes to this position with 17 years of experience. Melissa will be reporting to Fred. She will be the main liaison with the colleges.
  - d. Provost Gingerich appreciates President Trubatch's presentation to the BOT. He felt it set the tone for a good relationship and a successful future working together.
  - e. The Chair of Chair's Council is Dr. Katia Goldfarb.

**Report from Vice President of Technology** - Vice President Fleming

- a. VP Fleming reported on the placement process. The default is the Dell laptop. The University replaced 300 Apples and 700 PCs since Dec of last year. 85% of Apples were replaced with Apples. 10% replaced by Apples, but lesser models. 6% of Apples replaced by PCs. OIT doesn't know how many of those 6% did not want the PCs. The hope is that the Dean and faculty member determined together that replacement was acceptable.

- f. The Senators posed questions, such as: for those who received different models from the previous computer, how many were contrary to people's requests? Did faculty change minds or habits? How does this relate to the person's actual request? How many requests for nonstandard were not supported by the Dean? When asked how many faculty members have had issues, Provost Gingerich questioned if he should be reporting to the Senate whether or not there are issues at the Dean's level. Vice President Cutler suggested that we ask about the satisfaction with the new/different product. President Trubatch asked the Senate if this is a live issue and requested that Senators ask their constituencies if their job functions have been compromised due to the computer replacement policy. Senator Murray asked how much has been saved and why we put this policy in place if there isn't a big savings. He also asked how we got here, if the desire is to give us what we need.
- g. VP Fleming responded that there is a major cost difference between models: \$900 versus \$2500. She suggested that there are savings that we don't seem, but that so far we have saved over \$50K, which was used to fund work stations. She also said that the policy was implemented because OIT needed to have guidelines in place given that some people will want to upgrade to a better computer just because they are due a new computer.
- h. Senator Jakobson states that there were guidelines. VP Fleming that OIT was complying with guidelines in most cases, but this recent policy formalized the guidelines.
- i. VP Fleming stressed that is important that we do not impact the jobs of faculty members and reiterated that she wants to know if there is an issue.
- j. Senator Dinour asked about the process to get a replacement. VP Fleming responded to say that faculty get an email when they are up. If you are looking for nonstandard, you need to complete the form; the default is the Dell.
- k. Provost Gingerich corrected a previous statement to say that he received a new PC in 2014.
- l. President Trubatch said that we also needed to consider: Has anyone declined a machine? How many nonstandard machines have been purchased with personal money or start-up or grant funds?
- m. Senator Pemberton addressed the issue of admin rights. At the moment, no one is getting admin rights. VP Fleming responded to say that we are faced many security issues/bugs; managing configurations of desktops requires that software is vetted; some admin staff have received limited/managed rights; difficult to manage faculty. Provost Gingerich said that VP Fleming gave a report to the BOT on internet security; extreme challenges; there are reasons that these policies
- n. Senator Wolfson asked if we are all getting encrypted drives. VP Fleming responded that we want these kinds of drives.
- o. Senator Domine noted that she returned her laptop. She could not upgrade standard plug-ins. She also questioned the migration to Google Suite and asked who owns the data on Google Drive. VP Fleming: MSU is in the final stages of migrating to Google; different from Google consumer accounts; MSU owns the data; confirmed that Google's security is better than what we could afford here; willing to address each person's individual needs. Senator Domine questioned if Canvas has the same security. VP Fleming explained that there are contracts in place and there is security.
- p. Senator Noonan asked if adjuncts are a weak link. Adjuncts and students bring their own machines.

- q. President Trubatch noted that the danger of trying to lockdown too hard is that it will have an opposite effect; less control and standardization. He noted that we need more communication between OIT and academic technology committee. We need an admin committee and to a channel to vet policy. We need to have more communication so that we speed process; more buy in and less issues on the other end.
- r. President Trubatch asked if the email system changes allow people to email China. VP Fleming explained that old email is antiquated.
- s. Provost Gingerich reminded the Senate that VP Fleming's name is on the line when contracts are signed. Also, use tech people in your colleges to ask tech questions.
- t. Senator Domine questioned accountability on the faculty part; institutional memory; how can we keep some data and files private and some housed at school; suggested a policy to figure out where still to store and back up.
- u. Senator Samuels asked about the new graduation schedule and how many students the administration projects at the ceremony; what other alternatives were considered? What about graduations by schools? Provost Gingerich said he can bring figures to the next meeting; a lot of wide range feedback from students and families, but we can't do seven ceremonies and we can't do outside. We need to do inside and not on campus. Convocation and commencement needs to be combined. We must read names and all students need to shake the President's hand. The plan is to divide up the event, so it is not intolerable. Senator Wolfson noted that the planning will be important.
- v. Provost Gingerich noted the Wall Street Journal ranking of colleges and universities; Montclair State ranked in the top 100 for public universities

### **President's Report**

- a. The Senate does not have operating procedures. Plans to bring motions forward to the Senate to vote on.
- b. Lisa Raven – forwarded to the President's Commission
- c. Honorary Degree: Questions from the floor asked about the qualifications to be on this committee. There was some confusion about the process, which President Trubatch clarified started with Keith Barrack. The Senate was asked to constitute the committee. A committee of the Senate doesn't mean that the committees are made up of Senators. President Trubatch then asked if the Senate wants to move to add members to the list; can we add people now and then vote? Need to come up with a bylaw procedure for next year and will coordinate with the board. Senator Misra expressed concerns about the qualifications of the candidates. Provost Gingerich suggested that the Senate suspend the vote until we know what the committee does. President Trubatch decided to move forward. By friendly amendment Senator Samuels was added to the list and Senator Collins was removed.
- d. Vote: 2 opposed and 1 abstention.
- e. Senator Wolfson noted that AFT will be contacting VP Cutler about adding an Union observer.

### **Elections Committee – Senator Field**

- The CHSS election runs through Wednesday, 10/26 at 11:59pm
- The nominations for the CEHS have been extended to the end of the month.

### **Constitution Committee – Senator Murray**

- This meeting constitutes the first reading. There was discussion about all amendments.
- Amendment for immediate past president: Alvarez spoke for the amendment. Wolfson spoke against vote and said it would allow us to keep the status quo.
- Second Amendment: Students as members; need a clarification on the change.
- Third Amendment: Term limits. Wolfson asked for a friendly amendment, so that the term limits apply to President and VP only; important to rotate leadership. Should the term limit amendment impact current board? Should the amendment say something else? Alvarez spoke against term limits.

### **Academic Affairs Report Senator Domine**

- a. The meeting was not widely attended. The committee will do a lot of business online. The committee addressed a lot of issues including:
  - Recruiting Faculty: The need for the administration to keep to the schedule/timeline for recruiting and hiring.
  - The UCC: identity, procedures, and goals.
  - The committee will develop a set of bylaws and is working to clean up procedure.
  - Governance issues: the Google switchover and Doctoral Programs: What is MSU doing to support our status as a doctoral granting institution?
  - What are doing to support the university's designation as a Hispanic Serving Institution?

### **Administrative Affairs – Senator Pemberton**

- a. This committee has not met, but they have communicated online. Issues that the committee will address:
  - Middle State review: no one is attending forum; concerns about the lack of specific suggestions for the report;
  - Traffic
  - Privacy with Starfish
  - Implementing One Montclair
  - Protocol for knowing there are changes in the pipeline

Senator Noonan noted that there are major problems with reappointment of adjuncts.

### **Student Affairs – Kirk McDermid**

The committee is asking for grad student liaison. They will also visit the SGA on 11/9.

Senator Brook noted that there are issues with pin numbers for advising.

Meeting adjourned.