**MINUTES**

**FACULTY SENATE**

**MAY 11, 2015 – 9:00 A.M. – Business Building Lounge**

**In attendance:** Abourahma, Anthony, Bender, Bennett, Blake, Brown-Glaude, Bush-Wallace, Dickinson, Domingo, Ghitulescu, Girard, Gosselin, Guarracino, Hughes, Jaksch, Krimmel, Krstic, LaJevic, Leonard, Lopes-Murphy, McCarty, Meixner, Norvell, O’Connell, Sears, Steinberg, Vickerman, Weng.

**Excused:** Adler, Benoit, Beyers, Brechman, Curtis, Deese, Didi-Ogren, Farrell ,Hirsh, Holleran, Li ,Morin, Paliwal, Wiita, Winston.

**MILDRED DAHNE AWARD**

Marcia O’Connell presented the Mildred Dahne Award to the Chemistry Department.

**ROLL CALL**

Laurie called the Faculty Senate roll.

**APPROVAL OF MINUTES**

The minutes of the 4/15/15 Faculty Senate meeting were approved as submitted.

**ANNOUNCEMENTS**

* The AFT Retirement Lunch will be held on Wednesday at 12:00 noon. Ralph Edelbach, the Faculty Senate AFT representative, will be one of the retirees honored. John Krimmel will be our new AFT representative going forward.
* The first Senate meeting for next year will be Wednesday, September 16.
* Next year’s colloquium speakers will be Diane Bates in the fall and Morton Winston in the spring. The Fall Colloquium will be the first Wednesday in November.

**BIG ISSUES DOCUMENT**

* Amanda explained what the Big Issues Document is and gave some background on the process for new senators.
* Discussion and correction of a small typo in the document.
* Motion to approve, seconded.
* Approved as corrected. (**Attachment 1**)

**APPOINTMENTS**

* The SEB’s list of recommended committee appointments was presented to the Senate.
* There was a motion to approve it, seconded.
* Approved unanimously.
* List is attached. (**Attachment 2**)

**ELECTION OF SENATE OFFICERS**

* The list of recommended Senate officers was presented to the Senate as follows:
  + Amanda Norvell, President
  + Matthew Bender, Vice President
  + Regina Morin, Parliamentarian
  + Colette Gosselin, Member at Large
* Approved unanimously.

**REPORTS FROM STANDING COMMITTEES**

* CAP – Wayne Heisler gave the attached report for CAP **(Attachment 3)**
* CFA – Val Tucci gave the attached report for CFA. (**Attachment 4**)
* CSPP – Amanda gave the CSPP report for Manish Paliwal. **(Attachment 5)**
* CSCC – Amanda gave the CSCC report for Jody Eberly. (**Attachment 6**)

**TRUSTEES REPORT**

* Marcia O’Connell gave the attached Trustees Report. (**Attachment 7**)

Meeting adjourned at 10:30 am.

**ATTACHMENT 1**

To:President R. Barbara Gitenstein

Provost Jacqueline Taylor

Committee on Strategic Planning and Priorities

From: The Faculty Senate

Date: May 11, 2015

Subject: Big Issues Confronting TCNJ, 2015

At our May 11, 2015 meeting, the Faculty Senate unanimously approved the following document: “Big Issues Confronting TCNJ, 2015.” This is the fourth in a series of Big Issues documents developed by the Faculty Senate since 1998 and shared with the President and the Provost. These documents, which are both a resource for institutional-level planning and guide for the work of the Faculty Senate, provide a faculty perspective on the current challenges facing the College. The first three Big Issues papers were written before TCNJ had a formalized college-wide strategic planning process, so their perspective was quite broad. As the College now engages in formal strategic planning, this current document is more focused and gives the faculty the opportunity to articulate areas in which we have particular concern.

We recognize that financial challenges and the ability to provide a high quality educational experience are of utmost importance. It is imperative that the College develop a sustainable financial model that will allow us to continue to flourish in the coming years. The Faculty Senate has identified three broad areas that require particular attention. These are COLLEGE IDENTITY, THE ROLE OF FACULTY, and GOVERNANCE.

**College Identity**

As new faculty and administrators arrive on campus and as the College implements new programs and initiatives, the Senate is concerned about TCNJ’s adherence to its core mission and identity. We recognize that the College must generate revenue in order to protect its liberal arts mission, and we applaud the efforts of those faculty and administrators who are dedicating themselves to creating certificate programs and expanding our curricular offerings in the January and summer terms. The faculty has long desired increased opportunities for study abroad, a more global approach to the curriculum, and an increase in the number of international students. The College has made significant strides towards achieving these goals.

At the same time, it is important that the College re-affirm its identity as a highly selective, primarily undergraduate, public institution committed to the teacher-scholar model and the educational rewards of the residential experience. TCNJ has earned its reputation by offering a transformative education through its commitment to that model.

As the College moves forward, we must ensure that peripheral programs and initiatives reflect our mission, values, and signature experiences. As stewards of the curriculum, faculty should be involved from the outset in the proposal, approval, and planning of all academic programs and initiatives. Guided by the faculty, the College should hold all of its curricular programs to an equally high standard. Academic offerings, from certificate programs on campus to programs held in different countries, should ideally be designed and taught by highly qualified teacher-scholars and take place in settings that maximize faculty-student interaction.

By following its academic principles, we can ensure that TCNJ maintains its identity as a national exemplar of public undergraduate education and continues to offer the core TCNJ experience to every member of the community: engaged students immersed in a challenging education grounded in the liberal arts. We strongly encourage the College to use next year’s strategic planning effort to preserve our mission and identity.

**The Role of Faculty**

According to our Promotions and Reappointment Guidelines, TCNJ faculty are expected “to demonstrate continuous exemplary achievement in teaching (or librarianship) and advising, scholarly/creative/professional activity, and service.” A faculty of engaged teacher-scholars who actively pursue research and creative activity are the foundation of a vibrant intellectual community. As the College explores new programs and possibilities, new expectations established without a strong faculty voice have the potential to disrupt the delicate balance of faculty responsibilities and negatively impact student learning.

The expansion of the academic year into January and the summer, as well the onset of blended and online learning, may help students graduate more quickly and generate financial benefits to the College. As we explore these new opportunities, we need to work collaboratively to identify and address potential problems. Many of these new programs and initiatives depend on faculty oversight or overload teaching. Because the teacher-scholar model is so important to the TCNJ experience, no faculty members should be pressured to participate in the January or summer terms. We especially need to protect untenured faculty from being pushed to take on these extra responsibilities. More importantly, we need to determine which courses are appropriate for the compressed formats, and we need to monitor how these programs impact learning and prepare students for future coursework. The College needs to assess whether these expanded academic opportunities necessitate an increased dependence on contingent faculty.

To support faculty as teacher-scholars, it is important that the College continue to provide resources that enable faculty to pursue their scholarly and creative work at a high level. This includes assistance for administrative tasks that may fall to faculty as support staff in many departments or programs has been eliminated, as well as more direct support for faculty research expenses, such as professional travel. We applaud the College’s commitment to faculty scholarship as evidenced by the recent increase in SOSA awards, and we are optimistic that such concrete help for faculty scholarly work will continue in the future.

**Governance**

Since 2000, TCNJ has employed a model of governance that has fostered open communication and shared responsibility. The energy with which our campus meets challenges and seizes opportunities is a direct result of the open and honest communication that has become standard practice. For this to continue, we should pay close attention to several areas of our governance system. Governance should continue to be the place where ideas are generated and discussed, rather than a mechanism for approval of pre-developed policies and processes. Our governance system works best when charges to standing committees are clearly defined, recommendations are carefully reviewed, and, when accepted, are implemented in a manner consistent with the committees’ intent. For governance to continue to operate efficiently and effectively, we need to balance the demand for ad hoc committees and planning councils with the size of the faculty. With continued commitment to governance, our system will remain transparent and collaborative, providing a voice for all stakeholders. As a complement to the governance process, we would also welcome more opportunities for the informal exchange of ideas between faculty, staff, students, and administration. The College would benefit from the creation of roundtables, panels, and group discussions of various campus issues.

**ATTACHMENT 2**

Faculty Senate Appointments Committee Recommendation

May 11, 2015

The following faculty are appointed by the Faculty Senate:

Steering (3-year term) Cynthia Curtis

CSPP (3-year term) David Blake

CSPP (1-year replacement) Brenda Ghitulescu

CAP (3-year terms) Maggie Benoit

Ashley Borders

(1-year replacement) Manish Paliwal

Jean Graham

CFA (3-year terms) Jody Eberly

Ellen Friedman

Abby O’Connor

(1-year replacement) Val Tucci

CSCC (3-year term) Glenn Steinberg

Finance and Budget Planning Council

(3-year term) Rebecca Li

Information Technology Planning Council

(3-year term) James Bricker

Advising and Student Support Program Council

(3-year term) Jean Brechman

Cultural and Intellectual Community Program Council

(3-year terms) Holly Didi-Ogren

Global Engagement Program Council

(3-year terms) Elizabeth Mackie

Mindi McMann

Simona Wright

(1 year replacement) Jennifer Wang

Graduate Programs Council

(3-year terms) Stuart Carroll

Elizabeth Texiera

Healthy Campus Program Council

(3-year term) Sandy Gibson

(1-year replacement) Nina Peel

Honors and Scholars Program Council

(3-year terms) Linda Dempf

Lee Ann Riccardi

Liberal Learning Program Council

(3-year terms) He Len Chung

Judit Kardos

Piper Kendrix Williams

Teaching and Learning Program Council

(3-year term) Michelle Bunagan

Sabbaticals

(3-year terms) Tomoko Kanamaru (Arts & Comm)

Roman Kovalev (HSS/humanities)

Michael Ochs (Science/math or computer sci)

SOSA

(3-year term) Teresa Nakra (Arts & Comm)

The following are recommendations by the Senate but are not Senate appointments:

Name to be forwarded for the First Seminar Committee: Margaret Leigey) (3-year term)

**ATTACHMENT 3**

**CAP Report**

In the spring 2015 semester, CAP approved final recommendations on charges related to the following: a new Academic Integrity Policy; Advising Goals and Practices; an African American Studies major; a BA/MD Program in Spanish; Incomplete Grades; a Journalism and Professional Writing BA Degree; the Minor Approval Process; a Public Health Program; and the Ungraded Option Policy. A final recommendation on an Academic Load Policy (pertaining to non-traditional academic terms) is forthcoming by the end of the semester. At the time of this writing, testimony is being gathered on charges regarding Undergraduate Certificate Programs and the College’s Writing Requirement. CAP also aims to approve final recommendations on these charges by semester’s end.

**ATTACHMENT 4**

**CFA Report to Faculty Senate**

**May 7, 2015**

**SOSA –**

The revised SOSA RFP and procedures for electronic submission of applications using VIBE were presented by SOSA Chair, Jill Bush-Wallace at the April 22, 2015 meeting. The main point discussed by CFA members was the fact that the number of items, and the number of points, used in the evaluation of a SOSA application has been reduced from a maximum of 65 points to 37 points. CFA recommended that the points given to “pre-tenure or re-engaging faculty” be reduced from 2 point to 1 point in order to better preserve the relative weight of the item as listed in the previous RFP.

New business with SOSA involved a new charge from the Steering Committee. CFA has been charged to request that the SOSA committee draft a preliminary recommendation on a change to SOSA Awards that was proposed by the Deans Council and Academic Affairs. The key change is to allow faculty to choose between 3 FWH each year for two years or funding up to $8,000 for two years ($4,000 each year). The SOSA Chair agreed to solicit testimony on this issue via e-mail and to prepare a preliminary report for CFA that will be presented at the May 13, 2015 meeting.

**Review of PRD** –

Major work deferred until Tenure and Promotion Alignment charge completed

**Tenure & Promotion Alignment, Step 1 –**

CFA recommended merging Tenure and Promotion to Associate Professor for Faculty, Provost Accepted Recommendation

**Tenure & Promotion Alignment, Step 2 –**

CFA began work on the second step in the charge by brainstorming various options for the future of the CPC. The brainstorming process produced six options and this information was distributed via Academic Affairs distribution list to faculty and librarians. In addition, testimony was gathered for and against each option by soliciting e-mail and holding a 90 minute Open Forum (Oct. 29, 2014). Based on testimony gathered at the Open Forum, CFA selected Option VI and voted to recommend Option VI. A second Open Forum (February 18, 2015) was held on Option VI and accompanying time line. Testimony was collected and CFA discussed testimony at a subsequent meeting and then voted on three summative reviews and proposed composition of CPTC at the March 25, 2015 meeting. A CFA recommendations was drafted, distributed to all members and accepted by e-mail vote with closing date for voting of May 1, 2015. A section detailing process used to arrive at recommendations is currently being written for inclusion with recommendations and then will be submitted to Steering.

**Disciplinary Standards for fall 2015 Hires -**

The CFA sub-committee headed by Jana Gevertz reviewed the initial batch of DS CFA received, issued a report and discussed recommendations for revisions at the April 22 CFA meeting. Recommendations for revisions were then forwarded to appropriate department heads and deans along with a due date for revised documents of May 8, 2015. A second batch of DS, received later, are currently under review. Three DS from the first batch have been returned with revisions and approved by CFA.

Valerie Tucci

Chair, CFA 2014-2015

ATTACHMENT 5

CSPP Report

As a part of SPARC, the committee is working on the next strategic plan. With a consultant facilitator, good progress has been made so far. Mission, vision, and value statements have been shared with the campus community to collect the feedback. In addition, the task force reports on signature experiences are being reviewed, and the  process of signature experiences' integration with the campus is in works.

ATTACHMENT 6

**CSCC Report**

CSCC has been working on the Certificate Programs charge in conjunction with CAP. In April, both CSCC and CAP collectively held two open fora to gather testimony on the proposed Certificate Programs approval processes. CSCC will meet on Wednesday, May 13th to review the testimony.

ATTACHMENT 7

Trustees Report:

On April 28, 2015, the Board of Trustees met for their Annual Tuition Hearing. The Board heard a presentation of the College finances (much like the one the Faculty Senate received in its April meeting). Like other public institutions, TCNJ is facing severe budget constraints, as the state struggles to meet its fringe benefit obligations. The College outlined several different financial scenarios for making up potential gaps. The president reminded the Board and its audience that advocacy to the state should focus not on the need for money, but on the need to stop future cuts.   
  
submitted by Marcia O'Connell and David Blake