**MINUTES**

**FACULTY SENATE**

**September 17, 2014 – 12:00 P.M. – SCP 117**

**In attendance:** Anthony, Bender, Bennett, Beyers, Blake, Brown-Glaude, Chan, Deese, Dell’Angelo, Farrell, Gevertz, Ghitulescu, Girard, Guarracino, Heisler, Hu, Jakubowski, Krstic, Landreau, Le Morvan, Leonard, McCarty, McGreevey, Meixner, Mirtcheva, Morin, Norvell, O’Connell, Paces, Paliwal, Prensky, Robertson, Safi, Steinberg, Weng, Wiita, Williams, Wund.

**Excused:** Eberly, Salgian, Vickerman.

**Absent:** Edelbach, Holleran.

**ROLL CALL**

Laurie called the roll.

**APPROVAL OF MINUTES**

The minutes of the 5/7/14 Faculty Senate meeting were approved as submitted.

**ANNOUNCEMENTS**

* Amanda welcomed everyone back to the senate and introduced Terrence Bennett, a new senator from the Library, and Ralph Edelbach, who was not here last semester.
* Amanda reviewed the attendance policy and emphasized that if you are unable to attend you must email either her or Laurie. Three unexcused absences are grounds for replacement on Faculty Senate.
* Amanda sent a signup sheet around for people to sign up for lunch with her.
* The Fall Colloquium will be on November 5th in the Business Building Student Lounge. The speaker will be Kim Pearson from English.

**APPROVAL OF SENATE BUDGET**

* The amount of the budget is unchanged from last year, but the SEB has moved more money into the memberships and subscriptions category.
* A motion was made to approve the budget and was seconded.
* The budget was approved unanimously.

**ELECTION RESULTS**

* The SEB discussed the current policy of publishing all of the election results on the Faculty Senate webpage.
* They decided that the current result would be removed and, in future, all results would be available upon request to the Faculty Senate Secretary.
* Discussion.

**FORMATON OF SENATE COMMITTEES**

* There are 3 existing standing committees: Dahne Award Committee, Colloquia Committee, and Collegiality Committee.
* Amanda sent a sign-up sheet for people to sign up for the standing committees.
* There is also an ad hoc committee: Committee on Instructional Innovation. This is a collegewide committee that has 2 senators among its members.
* In the past the senate has tackled several “Big Issues” documents. The SEB thought that it might be time to do another one.
* A motion was made to do another Big Issues document this year, seconded.
* Discussion.
* A motion was made to have the Big Issues document be the major work of the senate this year, seconded.
* Approved unanimously.

**JANUARY SENATE MEETING**

* The January senate meeting is a campus-wide event to which all college faculty are invited.
* The provost has been invited to speak.
* A motion was made to hold the meeting on 1/26/15, seconded.
* Motion carried unanimously.

**RECOMMENDATION OF THE APPOINTMENTS COMMITTEE**

* Committee met on Friday, September 12th, and came up with a list of recommendations.
* A motion was made to accept the committee’s list as presented, seconded.
* Motion carried unanimously.
* The Parking Task Force, which reports to Facilities & Construction, needs a member from Faculty Senate. If someone would like to volunteer to serve in this group, please let Amanda know.
* Discussion.

**COUNCIL REPORTS**

* Enrollment Planning Management Council – John McCarty gave an overview of what the council does.
* Discussion.

**REPORTS FROM STANDING COMMITTEES**

* CAP – Wayne Heisler gave the following report for CAP:  
  CAP met for the first time in fall 2015 on Wednesday September 10. The Committee elected Michael Marino chair, and Susanna Monseau vice-chair. CAP divided into three subcommittees, each of which will prepare a draft preliminary recommendation for one of the following charges: minors approval process, alongside a proposal for an Environmental Studies minor; grade appeal policies; and an ungraded option policy. This semester CAP plans to bring to testimony from stakeholders College-wide the following issues: FSPs and Liberal Learning domains; Advising Goals and Practices; and Academic Integrity.
* CFA – Regina Morin gave the attached report for CFA. (**Attachment 1**)
* CSPP – Manish Paliwal gave the report for CSPP. **(Attachment 2)**
* CSCC – Amanda Novell gave the attached CSCC report for Jody Eberly for CSCC. (**Attachment 3**)

**TRUSTEES REPORT**

David Blake gave the attached Trustee Report. (**Attachment 4**)

**UPCOMING EVENTS**

* November 5, Faculty Senate Colloquium for Research and Creative Activity: Kim Pearson, speaker.

**Attachment 1**

Standing Committee Report for CFA

In light of the new tenure law, CFA is currently reviewing disciplinary standards for departments that will be hiring new faculty in the 2014-2015 academic year.

CFA is continuing its review of the Promotions and Reappointment document. The main areas under review right now are the composition and function of the CPC, language referring to service, and the process for peer review of teaching. An open forum will be held in Fall 2014 on the composition and function of the CPC.

CFA made preliminary recommendations to Steering at the end of the Spring 2014 semester on the charge of Faculty Reassigned Time. In Fall 2014 we will meet with the Council of Deans and make final recommendations.

CFA is reviewing the MUSE RFP. Any proposed revisions will not affect the upcoming cycle of applications.

**Attachment 2**

***Committee on Strategic Planning and Priorities (CSPP)***

***Senate report for CSPP Sep 17, 2014***

*Based on* CSPP meeting on September 10, 2014; 1:30-2:50 pm | SSC 331

1. **Annual report on school strategic planning and implementation**

The Provost provided a report on school strategic planning and implementation.

All academic units submitted their reports in terms of aligning their strategic goals with the college strategic plan and missions. The Provost on periodic basis will review these.

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2. **Task forces: signature experiences**

The following task forces have been formed to work on signature experiences-

1. Undergraduate research, mentored internships, and field experiences

2. CEL Community Engaged Learning

3. Global Engagement

4. Leadership development

Task force on **Signature experiences metrics and assessment**

To track the progress on signature experiences, and continuously building quality and capacity, an additional task force has been formed, which includes chairs of task forces, and program councils.

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3. **Strategic plan** 2017-22: CSPP plans to begin working on 2017-22 strategic plan.

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4. **Update on Middle States**: The draft will be out for campus community to review sometime in October.

*Submitted by Manish Paliwal*

**Attachment 3**

September CSCC Report:

CSCC met for the first time this academic year on September 10, 2014. Carol Wells will be Chair and Susan Ryan was elected Vice-Chair. CSCC is currently working on one charge: Certificate Programs. CAP recently sent a set of four flowcharts to CSCC that show the potential governance process for a Certificate Program. Two flowcharts show the governance process for academic-only certificates (one process for when a certificate program is from one school and another process for when a certificate program is across schools), and two flowcharts show the governance process for co-curricular programs (as with the academic-only certificates, one flowchart shows what a governance process would look like for a co-curricular process from one school and another flowchart shows what a governance process would look like for a co-curricular program across schools). CSCC (along with CAP) would be involved only in the cases of co-curricular certificate programs, and CAP alone would be involved for academic-only certificate programs.

**Attachment 4**

Board of Trustees Report to Faculty Senate, September 17, 2014

Submitted: David Blake

In June 2014, the Board met to discuss the results of the presidential and board assessments that had taken place earlier in the spring. Working with the consultant Kenneth Shaw, the former president of the University of Wisconsin system and chancellor of Syracuse University, the Board discussed what they had learned about how to enhance the effectiveness of the leadership of TCNJ

While the results of the assessment revealed an effective and dedicated group of trustees, the board discussed a number of ways to raise its performance. Three of the goals pertained to the structure of the board itself:

* + To identify the best culture for the TCNJ board, including taking concrete steps to infuse that culture in all aspects of the board’s work.
  + To create a governance committee to address issues of board structure and function; trustee recruitment, orientation, engagement, development, and recognition; and board and trustee evaluation.
  + To develop a statement of the role, responsibilities, and expectations of TCNJ trustees and board leaders so that everyone better understands the role.

Other goals focused on creating a better relationship with campus at-large. These goals included:

* To do a better job in explaining who the trustees are, what they do, and what difference the Board and the Trustees make to the mission and success of TCNJ.
* To use board meetings more effectively to increase interactivity with the campus community and to elicit the board’s input to the discussion of important topics early in the governance process.
* To collaborate with the president and campus leaders to enhance the work of the Board’s Audit, Risk Management and Compliance Committee, in identifying major risks, financial and otherwise, that might threaten TCNJ’s achievement of its mission, vision, and strategic initiatives and assuring that the board addresses those issues in a timely manner.

The Board will be working on these goals at its October and December meetings and has already created one committee dedicated to Board Governance and another to Board Culture and Performance.

In addition to items involving student conduct and fees, the Board voted to increase tuition 2% and Room and Board 2.3% at its July 2014 meeting.