**MINUTES**

**FACULTY SENATE**

**April 20, 2011 – 11:00 am – SCP 117**

In attendance: Adler, Alexy, Bender, Benoit, Borland, BuSha, Carver, Chak, Chan, Chartock, Curtis, Didi-Ogren, Edelbach, Farrell, Harris, Heisler, Hunt, Karsnitz, Lillevik, Lovett, McCarty, McGreevey, McMahan, Meola, Michels, Moore, Nicolosi, Novell, O’Brien, Ruscio, Ryan, SanPedro, Speaker, Tang, Vivona, and Winston.

Excused: Anthony and Eberly.

Absent: Hernandez, Kamber, Leake, Petroff, and Wickramasinghe.

OPEN FORUM

There were two open for a – CPP fielded comments concerning the draft of the revised governance document and CPA fielded comments regarding the preliminary recommendation on SOSA.

MILDRED DAHNE AWARD

Pete Manetas and Marc Meola presented the Mildred Dahne Award to the Department of Technology Studies. Pete presented the historical background of the award. John Karsnitz accepted the award on behalf of the department and spoke about what his department is doing to have earned the award and how the money will be put to use.

APPROVAL OF MINUTES

The minutes of the March 16, 2011 meeting were approved as distributed.

TEACHING & LEARNING PC REQUEST

No information is available at this time. This issue will be discussed at a future meeting.

SENATE COMMITTEE ON SERVICE EXPECTATIONS & EXTRAORDINARY SERVICE

Amanda Norvell reported on the progress of this senate working group. Discussion will continue at the next senate meeting.

FACULTY DEVELOPMENT PRIORITIES (Discussion)

Cindy Curtis led a discussion on this item. Discussion will continue at the May meeting. Cindy is looking for feedback from senators.

REPORTS FROM COUNCILS

* Advising – Marcia O’Connell reported: 1. last year, this council recommended that faculty send welcome e-mails to their freshman advisees. This increased participation 2-fold from the previous year. Also, training for faculty and assistant deans was recommended. 2. This year the new focus was on transfer students – welcome receptions were held in two schools, participation in Accepted Students Day, and membership on APC from the Transfer Student Association. PAWS focus groups were developed. Program Planners were replaced. 3. Work in progress includes feedback from students, early intervention, hosting an information exchange between R & R evaluators and chairs/program leaders and review of best practices.
* External Affairs – Tamra Bireta presented the following report: The EAPC's work this year has focused on four areas. (1) Fundraising/Foundation - we have reviewed the Feasibility Study regarding the Capital Campaign and have reviewed and provided feedback on the Case for Support (targeting likely donors). (2) Marketing/Messaging Development - we have reviewed and provided input on the Cognitive Marketing presentation and materials, the Admissions/Recruitment materials, and future messaging efforts including audiences, market, need, and approach. (3) Student Email - we have reviewed and provided input on the communication plan for Google Apps. (4) Alumni Affairs - we have discussed strategies to enhance alumni engagement through attendance at events and alumni giving, as well as student giving.

REPORTS FROM STANDING COMMITTEES

* CSCC – Marc Meola presented the following report: CSCC met on March 23 and April 13. On March 23 the committee reviewed testimony on the proposed Student conduct Code from two open for a, from the faculty and staff senates and from SGA, and from email. A large concern from testimony was the exclusion of graduate students in the proposed code. The committee postponed discussion of the code until clarification was received about what to do about graduate students. The committee moved on to discussion of the Student Honor Code where discussion centered on the authority of SGA to pass its own resolutions. Clarification was sought from Steering and SGA on the role of governance in the proposed Student Honor Code. On April 13 discussion continued on the issue of how to respond to the need for a code that addressed graduate students. It was proposed that an interim policy be developed until the Graduate Program Council develops a code. The committee continued reviewing testimony on the Student Conduct Code. There was a brief discussion of Governance Review. SGA reported they are moving ahead on the Student Honor Code.
* CAP – John Karsnitz reported that CAP has held an open forum on the preliminary recommendation for academic load. The committee continues to work on student evaluation of teaching, repeating courses and course withdrawal policy. The committee received a revised proposal for a Graduate Certification program in Women and Gender Studies and is considering changes in the International Business program, and a Russian Studies minor. Other policies being reconsidered are academic integrity, academic dismissal, absence and attendance and guidelines for off-campus faculty-led programs.
* CFA – Matt Bender filed the following report: The Committee on Faculty Affairs has met twice since the last Senate meeting, most recently on April 13.  This month CFA has organized public fora to solicit feedback on its recently completed preliminary recommendation regarding SOSA.  Sessions are being held on April 20 and April 21.  All members of the campus community are encouraged to provide feedback. Aside from SOSA, CFA is currently working on four charges.  These include (1) to propose a definition for the term “teacher-scholar” that will serve to describe the model of faculty work at TCNJ, (2) to develop a policy concerning the recording of lectures, (3) to determine whether there should be a policy for modification of faculty responsibilities and, if so, to develop a policy, and (4) to develop a policy on faculty conduct.  The Committee has nearly completed work on the first, and plans to circulate it to the campus community for feedback soon.  The other three charges are ongoing, and will likely carry over into the next academic year.
* CPP – Mort Winston reported that 1. CPP finalized its preliminary recommendation on CPP’s future role in governance and held an open forum on it this morning. Because of the limited time available for campus consultation we are extending the deadline for electronic comments until April 29th. Please send your comments and questions to me: [mwinston@tcnj.edu](mailto:mwinston@tcnj.edu) 2. CPP, in its role as the Advisory Council to the President in the strategic areas of leadership, planning and decision-making has recommended that the campus community engage in a comprehensive, inclusive, and transparent strategic planning process that will result in an updated institutional strategic plan (ISP). The purpose of this project is not to replace our current strategic planning processes, but rather to maintain strategic agility while also making our institutional identity and goals more transparent to all stakeholders. The major benefits will be clarity, focus, and shared commitment to a set of institutional goals. The strategic plan must also include an assessment plan as an integral part. CPP believes that this represents the next step in the evolution of the way that TCNJ has approached strategic planning. The President has received this recommendation and is completely comfortable with it. CPP members will be meeting with President Gitenstein to discuss how best to move this initiative forward in light of the departure of the provost this summer.
* Board of Trustees – No report

UPCOMING EVENTS

Wednesday, April 27, 2011 – 4:00 – 6:00 pm – the Rat – Faculty Happy Hour

Wednesday, May 4, 2011 – 9:30 am – 12:30 pm – School of Business Student Lounge – Senate meeting followed by talk by Dr. Robert Zemsky