**MINUTES**

**FACULTY SENATE**

**March 17, 2010**

In attendance: Alexy, Allison, Al-Omaishi, Alves, Bender, Benoit, Borland, BuSha, Curtis, Eberly, Edelbach, Heisler, Hunt, Joshi, Kamber, Kang, Leake, Lovett, McCarty, McMahan, Meola, Michels, Morin, Norvell, O’Connell, Rao, SanPedro, Speaker, Steinberg, Vandegrift, Vivona, and Winston.

Excused: Hernandez, Li, O’Brien, Petroff, Steele, Tang, Tate, and Wickramasinghe.

Absent: Didi-Ogren, Jackson, and Ruscio.

OPEN FORUM – CPP

Preliminary Recommendations for Guidelines for Graduate Certificate Programs and Graduate Course Offerings were presented by Mort Winston. Discussion and suggestions ensued.

APPROVAL OF MINUTES

The minutes of the February 17, 2010 meeting were accepted as distributed.

ANNOUNCEMENTS

1. SGA and the Staff Senate have also prepared their list of “Big Issues” for The College. They are posted on the Faculty Senate website.
2. Cindy Curtis and Amanda Norvell have spoken with the provost concerning the current policy on SOSA. Only half of this year’s applicants were awarded SOSA.
3. Assessments plans for the College needs attention. It was suggested that an assessment committee be formed.
4. The issue of the budget crisis is a huge one. Everyone should educate themselves. Some information will be on our website in the future.

REPORTS FROM PLANNING COUNCILS

* Finance & Budget – Gerald Miller reported that 1) the College has a good bond rating to finance the building; 2) there are many internal controls over the budget; 3) the treasurer’s office is very open to comments, suggestions, and assistance; 4) if you have any cost savings ideas, please email them to millerg@tcnj.edu . ; 5) Gerald gave extremely high praises to Barbara Wineberg and Lloyd Ricketts for their excellent work and foresight during this budget crisis.
* External Affairs – Tamra Bireta reported that this council is presently concerned about fund raising, gaining more press, new technology, effective marketing efforts, government relations, newsletters, and more. They are about to launch the C-Y Campaign.
* Advising and Student Support – Marcia O’Connell reported that this council wants more information and suggestions on advising, and more training by the assistant deans. The council is discussing new focus on transfer students, improvement of PAWS, replacement of program planners, intervention processes, and reviewing good practices.
* Information Technology – Eileen Alexy reported that this council is 1) working on google mail for students and alumni, 2) collaborative software, 3) central depository for particularly the arts, 4) telephone system replacement which is due in 2012, and 5) multi-functional office printers, faxes, and copiers.

GOVERNANCE COMMITTEE REPORTS

* CAP – Arti Joshi reported CAP is currently working on a charge to look at the need/possibility of a policy concerning mid semester grades/evaluation. Currently TCNJ does not have a policy, however the practice of mid-semester evaluations of EOF has been a long standing practice at the college."  Second, CAP has finally received Institutional data and will continue to look at the Academic load issue.
* CFA – Jeanine Vivona reported that the December 2009 revision of the Promotions and Reappointment Document (PRD) was officially accepted by the Provost after review by the AFT. CFA is currently considering revisions to the PRD as suggested by the CPC; any changes would not go into effect until the 2011 cycle. CFA has also recently received a charge regarding the PRD 1) to develop procedures to follow when a candidate is not recommended for reappointment or promotion at any lever, when there is disagreement between levels, or when there is an appeal; 2) consider whether there should be a role for the General Counsel; and 3) establish a time frame for regular review of the PRD and a mechanism for considering significant issues that arise between regular reviews. CFA is working on 3 charges from Steering: 1) faculty office hours, to determine whether a college-wide policy on faculty office hours should be instituted and, if so, to develop that policy. SFA plans to present their preliminary recommendation at a forum during the April Faculty Senate meeting. 2) Ways to handle applications from members of SOSA and Sabbatical Committees – to develop policies that ensure fair evaluation of all proposals when members of the committee are also applicants. Both committees use ad hoc procedures. CFA is reviewing both procedures and will present a recommendation that allows the procedures to be formalized. 3) Disciplinary Standards (DS) – to develop principles for department/program DS, to determine whether equity across DS is a desirable goal, and if so, to recommend ways to achieve equity. CFA hopes to present preliminary recommendations for this and the previous charge before the conclusion of the semester.
* CPP – Mort Winston reported that the CPP has been engaged in discussions concerning: Guidelines for Approving Graduate Certificates and Courses, a possible Student Honor Code, Principles for Constructing the Academic Calendar, and with the preparation of the Middle States Periodic Review Report. We completed a preliminary recommendation on the graduate program guidelines and hosted an open forum on March 17, 2010 to take further testimony as required by stage two. Earlier, we finalized a proposed revision of the Principles for Constructing the Academic Calendar adopted in 2003 and sent our preliminary recommendation to the steering committee. The initial discussion of the possible student honor code resulted in sending the proposal back to the SGA for further development. CPP’s main project for this academic year is the writing of the Middle States PRR. This report is supposed to contain six prescribed sections dealing with developments and strategic plans since our last Middle States Self-Study in 2004. We have completed drafts of the first three sections, and these sections are currently being edited and formatted and will be posted for comment by the campus community shortly. We anticipate completing drafts of the three remaining sections, dealing mainly with assessment and budget matters, by the end of March. After a complete draft of the PRR is completed CPP will host an open forum to take comments and suggestions from the campus community. Following President Gitenstein’s speech on March 2, 2010, CPP received a new charge from steering asking that we develop principles of prioritization for individual program closure decisions that will “preserve the integrity and excellence of the educational programs and services through which the College realizes its mission.” Steering requested that we treat this charge with high priority. However, because of spring break, CPP has not met since this charge was received and has yet to have its first discussion about it. Therefore, I cannot at this time report any decisions that have been taken concerning how CPP will handle this assignment.
* CSCC – Wayne Heisler stated there was nothing to report.
* Board of Trustees – John Allison reported that the Board of Trustees last met on February 23, 2010. The most interesting items on the agenda were a presentation on the New Education Building and dining Hall Renovations. The New Education Building will have a campus art initiative associated (1/3 of 1% of the cost) with it, will be a three floor building with a café area, tiered classroom and tiered lecture hall, some “campus space” on the second floor including a multipurpose room; there will be a roof terrace as well, all in the collegiate Georgian Style. The TSCC appears to have found a buyer for the County Club Apartments – “a businessman out of Princeton.” Low offers such as one from Homefront and one from a Trenton Rehab group, were not pursued, but this offer is on the order of $2M. The apartment building has 65 units. The deal is contingent on TCNJ being able to place a sufficient number of students there. There was another Campus Town Update. There was some discussion of the budget, and the President has since spoken on that issue. Final was a report of good news from Admissions – applications are at an all-time high, average SAT scores are greater than 1200, and more than 9000 students applied.

UPCOMING EVENTS

* March 24 – 12:30 – 1:30 – Social Science Atrium – Faculty-Administrator Community Event
* April 7 – 11:30 – 1:30 – Library Auditorium – Cary Nelson, President of AAUP. Reception preceding talk
* April 21 – 12:00 – 1:20 – Faculty Senate Meeting
* May 5 – 10:00 – 11:30 – Organizational meeting for the 2010-2011 Faculty Senate.

FINAL NOTE

Feel free to email Cindy Curtis at ccurtis@tcnj.edu with questions, concerns, or ideas for the Faculty Senate.

Respectfully submitted,

Paulette LaBar

Faculty Senate Staff Secretary