**MINUTES**

**FACULTY SENATE**

**November 16, 2011 – 12:00 Noon – SCP 117**

In attendance: Adler, Alexy, Alves, Ammentorp, Anthony, Bender, Benoit, BuSha, Carver, Chak, Chan, Curtis, Didi-Ogren, Eberly, Edelbach, Farrell, Harris, Haynes, Horst, Landreau, Leake, Li, Lillevik, Lovett, McCarty, McMahan, Meola, Michels, Nicolosi, Norvell, O’Brien, Rao, Ruscio, Ryan, SanPedro, Speaker, Steinberg, Tang, van der Heijden, Vivona, and Wiita.

Excused: Holleran and Martinovic.

OPEN FORUM: PARKING CHANGES FOR CAMPUS TOWN CENTER

William Rudeau, director of Campus Construction, Lynda Rothermel, campus architect, and Anthony Gattone presented the parking changes in conjunction with plans for the Campus Town Center. They then fielded senators’ questions.

APPROVAL OF MINUTES

The minutes of the October 19, 2011 meeting were approved as distributed.

ANNOUNCEMENTS

There will be an additional senate meeting to be held on Wednesday, December 7th at 12:00 noon in SCP 117. This will be a planning meeting.

COVER LETTER FOR PROVOST CANDIDATES FOR BIG ISSUES DOCUMENT

It was moved by Amanda Norvell and seconded by Matt Bender to approve this document that will be presented to all candidates for the provost position. The document, as amended, was approved.

GOVERNANCE IN SCHOOLS

Due to time constraints, this issue will be discussed at a future meeting.

NOMINATION FROM THE SENATE EXECUTIVE BOARD

It was moved by Holly Haynes, and seconded by John Landreau, to nominate Mort Winston to receive a certificate of appreciation for service in joint governance on January 25, 2012. Motion passed.

REPORTS FROM PROGRAM & PLANNING COUNCILS

* IEPC - The IEPC welcomed two TCNJ staff members onto the Council at our first meeting in September. We are especially glad to have staff participation in the Council’s work as we move forward with strategic planning this year. The IEPC has broken into subcommittees to work on the following items this year: 1) Strategic Planning; 2) New off-campus programs; 3) Governance; 4) International Students; 5) Petitions for non-approved study abroad programs.

**Item 1: Strategic planning.** The strategic planning subcommittee will meet shortly to begin working on the IEPC’s plan. At our last meeting in on November 2nd, particular mention was made of increasing the number of international students a priority. **Item 2: January term programs and pilot programs.** The IEPC was asked at our October meeting to consider a proposal to run an off-campus course through the new January term in 2012. The Council treated this proposal as it does all new, off-campus program proposals. The recommendations of the Council were forwarded to the Provost through the Center for Global Engagement. Following receipt of the IEPC’s recommendations, discussion ensued about the role of governance – in this case, the IEPC – in reviewing “pilot” programs.

* FCPC – Mike Horst gave the following Campus Town Update. TCNJ and the PRC group have entered into a contract, in which TCNJ will lease approximately 14 acres of College-owned property to the PRC group who in turn will partner with developers and use the land for both residential and commercial purposes. According to the agreement, one of the primary utilizations of the land will be the creation of residences for TCNJ students housing approximately 350 beds and 280 baths with a residential parking ration of 1:1. It is proposed that the residences will be located on the second floor and higher for most new structures being built. The first floor will consist of commercial real estate properties. A total area of 85,710 sq. ft. will be used for retail space. A survey was administered to the student population asking for feedback on the type of businesses the students would prefer be built. Initial results indicate the students would like various types of eateries as well as a fitness facility. Additionally, the College Bookstore currently located in the Brower Student Center would also be moved to the new development. In order to develop the area, 2 parking lots will be relocated for TCNJ faculty and staff. The relocated parking spaces will not result in the loss of the total number of parking spaces available to faculty and staff. The relocated parking spaces will be in front of Loser Hall and going towards the athletic fields. The timeline for the project shows demolition commencing on June 1, 2012. The completion of the project is scheduled for July 2014 with students moving into the residences for Fall Semester AY 2014/2015.

REPORTS FROM STANDING COMMITTEES

* CAP – Steve O’Brien reported that CAP: 1) passed the charge approving a Russian minor; 2) approximately half-done hearing testimony on closure of IB program. We anticipate this charge being completed within 1-2 meetings; 3) have begun work on the following charges – (a) Academic Integrity and (b) Student Leadership Certificates; 4) upcoming charges: (a) Repeating Courses and (b) Course Withdrawal Policy; 5) there are at least 3 more charges not yet on the agenda.
* CFA – Matt Bender reported that CFA is completing work on several charges recently received from Steering. These include (1) to develop a policy regarding the recording of lectures, (2) to create a definition for the term “teacher-scholar” that will serve to describe the model of faculty work at TCNJ, and (3) to review the policies and procedures for the SOSA program. CFA has developed preliminary recommendations for each. The first is currently under review by the Office of General Counsel. The second and third have been brought to the campus community for feedback, and are being revised accordingly. The Committee plans to have these three charges completed by the end of the semester. CFA has also started work on several new charges, including (1) to determine whether there should be a policy regarding the modification of faculty duties and, if so, to develop a policy, (2) to develop a policy regarding faculty conduct, (3) to determine whether or not pre-tenure, pre-promotion faculty should be eligible to serve as program and department chairs, and (4) to review the Promotions process. Each of these issues is being looked at individually by subcommittees, and it is hoped that preliminary recommendations will be complete by early next semester.
* CPP – John Landreau reported that CPP has been working on the college-wide strategic planning process that is underway this year. We are working with the Strategic Planning Task Force, headed by Mort Winston, and with outside consultants to ensure that we develop a plan that is responds to our needs and our mission, that is representative of the priorities of stakeholders, and that is viable. We are also initiating the review process of the strategic plans of schools and other major units to ensure appropriate linkages and coordination between School-wide strategic planning and that of major units. This review process of major unit strategic plans by CPP will take place on a five year cycle. The Strategic Planning Task Force will begin holding focus groups with faculty, staff and students this month to gather information from stakeholders about where we are, what we have achieved, and where we’d like to go. Focus groups, and data analysis from those groups, will continue through January. By February, the task force will produce a draft map of a strategic plan. This will be vetted with stakeholders to solicit feedback. Revisions and a final recommendation will be completed by May 2012 and delivered to the President.
* CSCC – Marc Meola reported that CSCC met on November 9. VP for Student Affairs Jim Norfleet led a discussion of CSCC's role as a planning council. The committee has not been functioning as a planning council but has been focused on policy and programs. In order to begin functioning as a planning council, Norfleet will share the current goals of Student Affairs and the committee will consider what kind of information in the form of dashboard indicators would be useful for the task of strategic planning. Norfleet then discussed the background to the scheduled November 14th 2011 open forum regarding the findings and recommendations of the Brower Student Center consultancy conducted this past August.  The consultancy was conducted in support of the College's Strategic Planning and Master Planning initiatives. CSCC asked for a meeting with the consultants on November 14 to present input into the process. Norfleet agreed to schedule the meeting. CSCC then formulated a list of questions and concerns regarding the BSC project. On November 14, four members of CSCC met with the BSC project consultants and presented their concerns. CSCC was presented with a new charge on Undergraduate Certificate Programs but did not take up this charge at the November 9th meeting.
* Board of Trustees - John McCarty had no report as there was no BOT meeting.

UPCOMING EVENTS

* January 18, 2012 – Full Faculty Meeting with guest speaker Interim Provost Susan Bakewell-Sachs – Mayo Concert Hall – 12:00 noon.
* January 25, 2012 – Joint Governance Reception – 1855 Room – 3:00 pm.
* February 29, 2012 – Colloquium for Research & Creative Activity: Tim Clydesdale, speaker – Business Bldg. Lounge – 12:00 noon.
* March 28, 2012 – F.A.C.E. – Social Sciences Atrium – 12:00 noon.