**MINUTES**

**FACULTY SENATE**

**September 15, 2010**

In attendance: Alexy, Anthony, Bender, Benoit, Borland, Carver, Chak, Chan, Curtis, Didi-Ogren, Edelbach, Farrell, Harris, Heisler, Hernandez, Hunt, Karsnitz, Li, Lillevik, McCarty, McMahan, Meola, Michels, Moore, Morin, Nicolosi, Novell, O’Brien, Petroff, Ruscio, Ryan, SanPedro, Speaker, Steinberg, Tang, Vivona, Wickramasinghe, and Winston.

Excused: Adler, BuSha, Eberly, Leake, and Lovett.

Absent: None

OPEN FORUM: CAP

Cathy Liebars presented a preliminary recommendation on mid-semester evaluation of students. This was followed by a question and answer session.

PUBLIC ART FOR THE NEW EDUCATION BUILDING

Lynda Rothermel presented a preliminary report on public art for the new education building. This was followed by a question and answer session.

APPROVAL OF MINUTES

The minutes of the May 5, 2010 meeting were approved as distributed.

ANNOUNCEMENTS

Cindy briefly discussed the issue of Blended Learning. She reiterated that this is a pilot project only. This issue will be addressed by the provost in the near future.

GOVERNANCE IN SCHOOLS

There is a very good college-wide governance system in place. Last year the Senate identified the need for similar systems/mechanisms in each of the schools in its “Big Issues” document. Cindy is talking to all the deans, both collectively and individually about developing improved governance processes in their school. Faculty senate members can be a good resource for their deans. The governance document is on the Faculty Senate website for reference.

APPROVAL OF THE SENATE BUDGET

It was moved by Glenn Steinberg and seconded by Liz Borland to approve the 2010-11 budget as presented. The motion was approved unanimously.

FORMATION OF SENATE COMMITTEES

Senators were asked to volunteer for one of the following committees for this year: Committee on Assessment of Transformation, Committee on Service Expectations and Extraordinary Service, Mildred Dahne Committee, Committee on Intellectual Community and Committee on Collegiality.

JANUARY FACULTY MEETING

Last year, the senate sponsored an address to the faculty by the Provost at the beginning of the spring semester. Positive response was received for this event. It was moved by Maggie Benoit and seconded by Leona Harris to sponsor this address again in January. Motion was approved unanimously.

RECOMMENDATIONS OF THE APPOINTMENTS COMMITTEE

It was moved by Matt Bender and seconded by Eileen Alexy to accept the slate of candidates proposed by the Appointments Committee. Motion passed unanimously.

REPORTS FROM STANDING COMMITTEES:

* CPP – Mort Winston provided the following report: CPP’s main project for the 2009-2010 AY was writing the Middle States Periodic Review Report. Drawing on input from an Open Forum held on Monday April 12, 2010 and additional comments and suggestions sent by email, CPP finalized the text and submitted the PRR report, along with extensive appendices, just before the June 1st deadline.

In early August, we received the MSCHE readers’ response to our Periodic Review Report. The readers acknowledged the “significant changes” at the College and commended the “bold vision” that lies beneath TCNJ’s Transformation. They also characterized the College as “a dynamic institution grounded in its values and committed to its goals”. However, the readers concluded their response with a requirement and a recommendation:

The readers *require* that TCNJ implement a structure for strategic planningthat clearly delineates roles for participating stakeholders, ensures appropriate communication of plans and accomplishments, and results in a single institutional plan. (Standard II)

The readers *recommend* that linking budget allocations (and reallocations) tostrategic goals be part of the institution’s routine budget process, and that allocations be reported as part of the assessment and reporting of the institutional strategic plan. (Standard II)

Both the Provost and the President felt strongly that a requirement to develop a single institutional plan was unwelcome and the need for such a planning document was not supported by our institution’s culture. In close consultation with me, as co-chair of CPP, and other members of the cabinet, Provost Bresnahan wrote a detailed response to the reader’s report which was submitted on September 1, 2010. We are currently awaiting the reply from the MSCHE reviewers.

Also last spring CPP finalized our recommendations to the President for a set of additional principles for prioritizing program closures. This task was a response to a charge from President Gitenstein which was communicated through Steering which requested that we treat charge with high priority. CPP held extraordinary meetings on April 7th and April 28th devoted to this matter, and finalized its recommendations to Steering and the President at a meeting on May 12,2010.

CPP also held a strategic planning retreat on Wednesday, May 26th at which we reviewed the Faculty Senate’s “Big Issues” document, compared it to similar discussions held last year by the Staff Senate, and the SGA Executive Council, and came up with a short list of four major strategic priorities: 1. Diversify and Enhance Revenue, 2. Define Institutional Identity, 3. Improve the Learning Environment, and 4. Develop a Culture of Assessment.

These four strategic goals were then used to organize the discussion at the President’s annual PAC Retreat which took place on June 16th. These strategic goals were discussed and elaborated at the PAC retreat. CPP held a meeting on June 22, 2010 to review the PAC retreat discussions and to finalize a document outlining the strategic priorities for 2010-2011. We communicated our final report on this matter to the President on Jun 28, 2010. The President and her cabinet took CPP’s proposal for strategic goals and added budgets and timelines to each strategic initiative during July and August, and she shared the final result with the campus community in her welcome speech on September 1, 2010, the text of which can be found on her home page.

CPP will hold its first meeting of the 2010-2011 AY next Wednesday and we plan to discuss the draft governance review and our work plan for the 2010-2011 AY.

* CAP – John Karsnitz reported that in the 2009-10 academic year, CAP: submitted a final recommendation for and received approval for New Course Approval Form, Types of Majors, Syllabus Requirements; approved new minors in Holocaust & Genocide, Business & Society, Chinese, and Public Health; approved conversion of Biomedical to full program. Charges for which preliminary recommendations were drafted are: recommendations on midsemester grades and recommendations on Student Feedback. Charges to be addressed in 2010-2011 include: graduate comprehensive exams and academic load.
* CFA – Matt Bender reported that CFA’s first meeting of the academic year 2010-2011was September 8, 2010. Chair is Lee Ann Riccardi and vice-chair is Barbara Strassman. CFA briefly discussed the status of business from the previous academic year:
	1. Five-Year Review of Tenured Faculty (**Passed on from CFA, still in Governance**)
	2. Modifications/Clarifications to the Reappointment, Tenure, and Promotion Document, including Interdisciplinary standards, incomplete materials, etc. and Declined and appealed reappointments and promotions (**Approved, and now Official Policy**)
	3. Interdisciplinary Standards (for reappointment, tenure, and promotion) (**Approved, and now Official Policy**)
	4. Faculty office hours (**Approved, and now Official Policy**)
	5. Disciplinary Standards (**Passed on from CFA, still in Governance**)

CFA then moved to discussion of ongoing business:
a. Handling applications submitted by SOSA and Sabbatical Committee members
b. 3-year Review of SOSA

CFA took action to correct an error in the SOSA RFP posted over the summer. It was found that revisions made to the document had not properly passed through governance. The committee decided unanimously to replace the RFP with the one from last year, until the proposed changes can be approved.

Lastly, CFA discussed expected new business (no formal charge from Steering as of yet):

1. Current SOSA RFP
2. Developing a mechanism for standardization of scores from student evaluations (user-friendly template)
3. Standardizing *c.v.* with Digital Measures (Janice Huang has offered to consult with us)
4. Developing a policy on recording lectures
* CSCC – Marc Meola reported that CSCC met on September 8. Manish Paliwal was elected chair. Charge from Steering will be to review the proposed Facilities Use Policy.  Open forums will be scheduled.
* Board of Trustees – No report.