**MINUTES**

**May 1, 2019 – 12:00-1:20pm – SCP117**

**In attendance:** Abourahma, Baker, Becker, Bellino, Bender, Boero, Borders, Bowen, Brennan, Bunagan, Bush, Bwire, Byrne, Curtis, Dempf, Dickinson, Fazio, Gevertz, Grega, Hall, Krimmel, LaJevic, Le Morvan, Leonard, Li, McGreevey, McMann, Meixner, Morin, Norvell, Peel, Prensky, Schwarz, Sorokina, Steinberg, Wiita.

**Excused:** Adler, Fienberg, Kim, Tang.

**Absent:** Tucci.

**Approval of Minutes**

* Minutes from 4/17/19 meeting accepted as submitted.

**Announcements**

* Friday, May 3, is the Inauguration of President Foster at 2PM in the Recreation Center. Robing is at 1:30 in the Brower Student Center.
* Monday, May 13th, Invited Speaker Dr. Nicole Robinson, Professor of Music and Assistant Vice President for Equity and Diversity, University of Utah. Title: Embracing and Leveraging “Difference” in Order to Create “Communities of Belonging” in Schools/Departments/Colleges of the Arts.
* We would like to recognize our outgoing senators and thank them for the service: Michelle Bunagan, Sharon Byrne, Matthew Hall, Seung-yun Kim, John Krimmel, Lisa LaJevic, Pierre Le Morvan, Robert McGreevey, Anne Peel, Glenn Steinberg, and Paul Wiita.
* Amanda will not be putting her name in for another term as Faculty Senate President. There will be an email about openings for Senate offices and the SEB shortly. Please self-nominate when the email comes out.
* The call for service just went out and we already have 35 volunteers.

**Curt Elderkin – Modifications to COSA**

* Curt did an overview of some of the issues with COSA including space issues, problems with the schedule, etc.
* He emphasized that it is an important event for students, faculty, and the administration.
* He discussed some of the ideas for proposed changes to the event including:
	+ COSA having its own day with no classes/meetings/other events scheduled.
	+ Blocking out room reservations for that day.
	+ Starting earlier in the academic year and having registration for the event finished by the end of February.
	+ Streamlining the schedule.
	+ Creating a professional program.
* He is looking for feedback about these changes.
* Discussion
* Please email Curt with additional feedback.

**Juda Bennett – Greater Incentives for Taking on Chair Activities**

* Juda went over the difficulties his department had gone through when trying to find a new chair, and wondered if other departments had similar problems. Is this an internal (department) problem or an external (administrative/campuswide) problem?
* Should there be other incentives (release time, financial, sabbatical, etc.) to take on the position of chair?
* Discussion and questions.

**Committee Reports**

* Committee reports for CAP, CFA, CSCC, CSPP, and the Trustees were not presented in the meeting but are attached. (**Attachment 1)**

Meeting adjourned at 1:20 pm.

**Attachment 1**

**Committee Reports**

**CAP
Matthew Hall**

CAP is currently working on several policies and proposals

* CAP recently approved
	+ the HES department minor in Health and Wellness
	+ a new nursing education certificate program
	+ a new “Strategy, Innovation, and Leadership” track in the MBA program
* CAP is in various stages of work on several policies
	+ Waiting for feedback from the Graduate Studies Council
		- Course Types Policy governing independent study, independent research, group study, group research, and special arrangement
		- Final Exam/Reading Day Policy
	+ Finalizing draft of Transfer Credit Policy
	+ Finalizing draft of Re-Admissions Policy
	+ Beginning a review of policy on TCNJ Undergraduates Double Counting TCNJ Graduate classes for both undergraduate and graduate degrees completed at TCNJ

**Committee on Faculty Affairs (Date of report: 4/17/19)**

**Joe Baker**

1. Working on RPD and DS regarding Librarians, Nursing DS, EASE DS, and History DS.
2. CFA reaching out to Steering about next steps on the preliminary recommendation on the Research Misconduct Policy now that General Counsel has reviewed CFA questions and comments.
3. Modification of Teaching Duties received testimony, and was discussed at recent CFA meeting.
4. SOSA committee generated a survey which CFA reviewed and is soliciting testimony about SOSA RFP.
5. Sabbatical Council Tiebreaking Policy final recommendation was approved, that the policy should be rescinded and incorporated into the Sabbaticals Council’s Charge and the Sabbaticals RFP.
6. Testimony on external review letters discussed, and CFA is developing final recommendation.
7. Reviewing timeline for promotion appeals and PRC appointment in the RPD.

**CSCC**

**Erin Ackerman**

Use of Campus Property Charge - We are in the process of gathering background information and insights on the policy from constituents.

Our work on the Student Organization Fundraising Policy was delayed due to personnel changes in Student Affairs. The policy will be reviewed once our recommended changes have been applied to the Word document of the policy.

Social Media Policy has been sent to leaders of the Faculty Senate, Staff Senate and Student Government to solicit feedback on the proposed policy and the Authorized User form. Survey gathering feedback from these groups is scheduled to close on April 22nd.

We recently received the Student Conduct Code Charge. Committee members will review the policy and charge to develop a list of concerns/questions and to consider whom we need to invite to our meeting in the Fall.

Our last meeting of the year will be on April 24th.

**CSPP Update**

**Robert McGreevey**

CSPP has formed subcommittees to investigate three strategic areas of enrollment: freshman admissions, graduate programs, and the advantages and disadvantages of letting students enter TCNJ undeclared. We are reviewing two charges from Steering: one on the possibility of changing the colloquia time slot; the other on the leadership task force. CSPP met with Kit Murphy to review the work of the Signature Experiences Coordinating Council (SECC) and recommended SECC pause their work for their time being while we work to clarify the role of the signatures experiences at TCNJ. We also began a discussion of honors, inclusion, and our institutional identity, and we plan a discussion on this subject at the next Academic Leaders meeting on May 1st.

**Report on the February 2019 Board of Trustees meeting**
Faculty Representatives:
Jana Gevertz, gevertz@tcnj.edu
David Prensky, dprensky@tcnj.edu

The TCNJ Board of Trustees met on Tuesday February 19, 2019, following pre-meeting teleconference calls on January 29th. The Board day meetings began with meetings of the Executive, Governance, and Audit, Risk Management, and Compliance Committees. Faculty, staff and student representatives do not attend these meetings. Then the Mission Fulfillment and Business and Infrastructure Committees, which each have a faculty representative, met. The entire Board also attended the Black History Month presentation by Bonnie St. John. The last section of the Board day comprises the closed session of the Board, again without faculty or staff representatives, at which the Board considers personnel and legal actions, and finally the open public session.

At its meetings, the Mission Fulfillment Committee reviewed resolutions to approve new 5-year program in Secondary Education and Special Education and a BA in World Languages and Linguistics that would be presented at the public session. The Committee had an extensive discussion of the topic “Are universities doing too much?” The discussion addressed the range of academic programs and the increasing demand for student support services. The Committee also discussed key performance indicators prepared by the Cabinet that would be used by the Board to monitor the College’s work on its achieving its strategic priorities. Finally, the Committee also heard an update on Institutional Diversity, Equity and Inclusion from Interim VP for Institutional Diversity, Equity, and Inclusion Ivonne Cruz.

At its meetings, The Business and Infrastructure Committee engaged with Treasurer Lloyd Rickets about budget planning assumptions for fiscal years 2020-2025, including assumptions about undergraduate and graduate enrollment, and state support. This discussion was framed around the fact that, in the current fiscal year, expenditures currently outweigh revenues, and therefore we have yet to achieve a balanced budget. We also discussed a proposal for how to spend institutional money to build future incoming classes, with a focus on how money will be allocated between merit aid, need-based aid, and out-of-state aid. The Committee also reviewed the key performance indicators prepared by the Cabinet, and heard updates on the Information Technology Plan, the Cloud Project, and a Human Resources overview of employee characteristics, including race, gender and age characteristics of faculty as a whole, and by School.

The public session began with the usual approval of previous meetings’ minutes. Then, President Foster gave her report. She began by complimenting the faculty who would be approved for promotion later in the meeting, and then presented a potential planning framework for the College. Her framework has three components: circumstances, levers, and interventions. Circumstances are factors in the environment that affect TCNJ, such as changing demographics and reduced state support for higher education. Levers are the areas in which we can make decisions—the levers we can pull to respond to the changes in the environment—such as our mission, enrollment size and mix, tuition, financial aid, and academic offerings. Interventions are alternative decisions—how we pull the levers—such as to affirm our investment in our current mission, define and market our distinctions, and set a course for enrollment through undergraduate stability and graduate growth. President Foster will be sharing these ideas with campus constituencies during the spring semester.

The Board then selected the Board Officers Nominating Committee that will recommend the slate of officers for the next academic year at the July 2019 meeting. That was followed by the usual updates from the Board representatives to the TSC Corporation, the New Jersey Association of State Colleges and Universities, the TCNJ Foundation, and the TCNJ Alumni Association.

The Board’s Executive Committee then offered a number of resolutions, all of which were approved unanimously. Personnel resolutions addressed typical actions on faculty and staff appointments and reappointments, faculty promotions, retirements, sabbaticals, changes of status, and the resignation of two Board of Trustee members. The Board also approved the two new academic programs that were discussed at the Mission Fulfillment Committee; approved waivers of advertising for a wide variety of contracts that support educational programs, facilities and construction, and business functions; and set a higher tuition rate for courses in the MBA program than charged by other graduate programs. Finally, the Student Government President Brooke Chlebowski provided an overview of the SGA’s current work, after which the meeting adjourned.