

**Minutes of the Meeting of the Faculty Senate  
4/21/15**

The meeting was called to order at 4:35.

**1. Information regarding Faculty Senate retreat**

The next senate meeting will be May 11 at the Seaview hotel. Breakfast will begin at 8:30. The meeting will be 9:00 until 3:00. Information will be sent out by email [the times for the Senate Retreat were subsequently corrected. Breakfast begins at 9:30am, while the meeting itself begins at 10:00am and ends at 3:00pm, with a break between 12:30-1:30pm for lunch].

**2. Discussion of attendance policy revision/consolidation from Academic Policies and Procedures (APP)**

Dr. Susan Davenport presented revisions in the attendance policy. There is only one piece of new information in Policy II-17. APP recommends approving removing language on time limits for undergraduate degrees which, while in existing policy, has never been put into practice. The APP, Senate Executive Committee and Provost's Council already approved these changes. Discussion clarified there this change would mean that there will be no policy about a time limit for students getting their degrees if they maintain matriculation. It is unclear whether other New Jersey state colleges have similar procedures. National data uses the 6 year graduation rate as a measure of success.

***Motion to approve the attendance policy revision. Motion carried by acclamation.***

**3. Update on APP work on field trip letter**

Brian Tyrrell introduced a field trip letter for faculty members to send out when they take students on trips that will go beyond their own class module and possible procedure for the use of such a letter. The intention was to create form letter similar to what Athletics uses. Senators suggested specific changes. Including specific times for the field trip could prevent students from using the letter to skip class at other times that same day. Other details of the letter prevent the impression that students can assume they are approved to miss class. Senators also suggested there should be a place for students to sign off so that they are demonstrating responsibility for this activity, and that the person sponsoring the field trip should be flexible and reasonable. Other senators asked where the form would be available. Rodger Jackson suggested the original request was for APP to provide the letter and discussion could continue at the May retreat since there is no action currently required by the senate.

**4. Update on the work of APP on the Academic Honesty Board membership**

The Academic Honesty Board is not a standing committee of the Faculty Senate and does not use the same election cycle. Presently there is no standard means of appointing members to this committee from each school, and no defined term limit. APP would like the election cycle to be the same as those of senate committees. A suggestion was made to change the wording to “Adhere to the same term lengths”, not “limits”. When this would take effect depends on the Provost’s Council.

***Motion and second to vote on this procedure today. Motion carried.***

***Vote on procedure as amended. Vote in favor of motion. Motion carried.***

## **5. Graduate preceptors**

Graduate preceptors are not allowed to record meetings for graduate students, who are then not offered advance registration in exchange for surveying the work of the preceptor. Graduate students have not been complaining, but graduate preceptors need to be able to document their precepting.

***Motion to go into closed session. Motion carried.***

## **6. Announcement that the referenda just went live**

Rodger Jackson announced that a link to the American Arbitration Association (AAA) referenda was emailed to everyone on the SFT and Faculty Assembly email lists. Rodger Jackson and Anne Pomeroy are listed as the contact people. Everyone has 48 hours to cast their votes, and the AAA will assure confidentiality. Pin numbers are individual in order to have an ultimately discoverable mechanism to establish the validity of the vote, but they are not reported to administration or faculty.

Rodger Jackson explained that the executive committees of the union and the senate had to interpret minutes of Tuesday’s meeting in order to be properly constitutional. Voters can vote “no” on all options, or there are increasing degrees of severity of condemnation. The number and percentage of voters who vote no on all items, vote for censure, vote for no confidence, and vote for no confidence with resignation will be entered into the minutes of Union and Assembly and sent to the Board of Trustees. The results are not legally binding, so the goal is to accurately represent how people feel. There is no threshold of minimum votes required because there is no action required.

The language for report will reflect language in referenda. Seven hundred fifty people are eligible to vote, but if someone does not vote on all the items their ballot is automatically voided. If yes is selected for one form of censure, no is automatically selected for the other two as all voters need to choose between options (if not voting no across the slate). Voters are presented with the results again to confirm their vote. If

voters want to vote no on all three questions, they have to click no on all three. The report will include the number eligible to vote and how many people actually voted.

No other identifying information is collected. There are roughly three hundred adjuncts who should be encouraged to be involved. Senators asked about who should be contacted if someone does not get the email from AAA. Union members should contact Anne. Faculty Assembly members (at least ½ time and not retirees) should contact Rodger.

#### **7. Business cards**

It is not a good time for a meeting with External Affairs. The issue of the difference between faculty and administrative business cards needs to be postponed temporarily.

#### **8. BOT meeting Thursday at 10:00**

There were suggestions that a group of faculty and students might want to appear outside the President's office on Thursday to force the conversation about BOT representation. An email will be sent out suggesting this plan.

***Motion and second to adjourn. Motion carried.***

Meeting adjourned at 5:34 p.m.

Absent: Lydia Fecteau, Melaku Lakew

Respectfully submitted by Jennifer Lyke, Secretary of the Faculty Senate