Agenda of the Faculty Senate Meeting
March 10, 2020
Albert Dorman Honors College Conference Room (211), 11:30 AM–1:30 PM

I.   <u>Convening of the Meeting – Ellen Thomas, President</u>

II. <u>Approval of Minutes of the Faculty Senate Meeting on February 25th</u>

III. <u>Report of the Faculty Senate President</u> (10 Minutes)

       a.<u>Reminder: Extended drop/add position statement</u>
       b.<u>Reminder: Faculty Profile Pages</u>
       c.<u>Update evaluation of upper administrators</u>
       d.<u>Other updates</u>

IV. <u>OARS and tutoring (Laurent Simon, 30 min)</u>

V.   <u>BS in Cyberpsychology program (Kevin Belfield, 15 minutes)</u>

VI. <u>TLT Motion for Faculty Senate (Blake Haggerty, 30 min)</u>
Motion: The Teaching Learning and Technology Committee is requesting clarification regarding the Course Requirements and Expectations 2019-2020. A subsequent email to the Deans from the Provost (sent February 7, 2020) lists three policy clarifications that are more restrictive than the policy. The TLT Committee asks the Faculty Senate to advise on the existing policy.

Existing policy:
https://www5.njit.edu/provost/sites/provost/files/ Course%20Requirements%20and%20Expectations%20AY%202019-2020.pdf

The Provost email of 2/7/2020 listing clarifications:
This semester (and going forward) all course grading policies are consistent with the following:

1. Except for courses such as seminars, independent study, master's thesis, master's project, and doctoral dissertation, courses must have multiple graded assignments contributing to the final course grade.
2. No single assignment (including the final exam) can solely determine the course grade, either directly or indirectly.
3. In courses that have final exams, the grade on the final exam must account for 30 – 36% of the composite that determines the course grade.

VII. <u>CGE motion: MS in Bioinformatics (Sotiri Ziavras, 10 min)</u>
https://next.catalog.njit.edu/programadmin/?key=119

VIII. <u>CUE report (David Horntrop, 5 min)</u>

I.   Convening of the Meeting – Ellen Thomas, President
        The meeting started at 11:30 AM

II.   Roll Call-The following voting members were present: X. Zhou, M. Bandelt, L.
        Rodriguez-Freire, D. Blackmore, D. Bunker, E. Farinas, I. Gatley, H. Grebel, R.
        Goodman, Q. Jones, B. Khusid, P. Armenante, N. Steffen-Fluhr, E. Michalopoulou, R.
        Dent, A. Borgaonkar, R. Rojas-Cessa, A. Rosato, A. Anandarajan, M. Schwartz, R. Sodhi,
        G. Thomas, E. Thomas, A. Gerbessiotis

III.   The following non-voting members were present: J. Shafik, K. Belfield, F. Deek, L.
        Hamilton, A. Hoang, M. Kam, M. Stanko, K. Riismandel, M. Dabrowski, B. Kolarevic, B.
        Baltzis, G. Chottiner

IV.   The following guests were present: Laurent Simon (Undergraduate studies Provost),
        Sotirios Ziavras (Graduate studies Provost), David Horntrop (Math/CUE Chair),
        Chantonette Lyles (OARS), Tony Schuman (HCAD), Andrew Christ (Real Estate and
        Development), John Wolf (CSLA), Serita Das (Student Senate), Burcak Ozludil (ADHC),
        Sandra Taylor (the Learning Center)

V.   Approval of Minutes of the Faculty Senate Meeting on February 25th
        All voted to approve except one abstention

VI.   Report of the Faculty Senate President (10 Minutes)

            a. Reminder: Extended drop/add position statement
            b. Reminder: Faculty Profile Pages
            c. Update evaluation of upper administrators
               Will work with new VP of HR when he starts at the end of the month
            d. Other updates
               COVID-19 Update from the Provost Deek: For now the University will remain
               open. NJIT is a safe campus as far as we know. There are preparations in place
               for an outbreak. For example, classes will be moved to teaching students
               digitally (online). A. Christ: Administration will be here to support the
               academic mission of the university. A. Rosato: Can there be hand sanitizers
               placed in every bathroom? A. Christ: Hand sanitizer are on order, but everyone
               is ordering now so it may take some time. D. Bunker: Any cases on campus? A.
               Christ: No. There have been people who have been self-quarantined, but no
               cases as of yet. F. Deek: The campus is safe. M. Bandelt: What about resources
               for faculty? B. Baltzis: Roweena Carlos to send out times that people can set up
               computers to work at home. M. Stanko: What about lab classes? B. Baltzis: ALC
               meetings are discussing guidance for lab classes. L. Rodriguez-Freire: When are
               we going online? F. Deek: Possibly after common exams. Right now the decision
               is to finish this week. L. Rodriguez-Freire: What are the resources for students'
               online courses? K. Riismandel: Not everyone has access to high speed internet.
               B. Baltzis: Every section has a canvas page for students to access resources
               online.

VII.   OARS and tutoring (Laurent Simon, 30 min)

L. Simon: OARS provides accommodations for students with disabilities in accordance with the ADA. C. Lyles: OARS services a large number of students with different disabilities. L. Simon: Some accommodations that OARS provides are testing, single rooms, ASL, emotional support animals' registration, and assistance with note taking. The process with OARS is to submit medical records, submit documents on time and provide letters of accommodation issued by OARS to faculty members. Certain cases will involve discussions between faculty and student to insure fairness and protect students' privacy. The faculty's responsibility upon receiving and signing the accommodation forms is to provide the students with the specified special needs. The students' responsibility is to submit the required accommodation requests each semester. This is a partnership between faculty and students. If there are difficulties, the Vice Provost for Undergraduate Studies will discuss the matter with OARS, the students, and faculty member to resolve the issues. M. Bandelt: There have been issues with exams needed in advance for OARS students and time constraints. C. Lyles: We always try to give advance notice of when tests are needed for OARS students. A. Borgaonkar: What happens if a student is recording or taking pictures in class? How do I ask? L. Simon: Professors will know who needs to record or take pictures in class beforehand. C. Lyles: Do not allow students to record unless medically necessary. B. Khusid: what about immunocompromised students? C. Lyles: We are working on accommodating these students that sometimes need to work from home, especially when it involves the coronavirus. L. Simon: this is not a one-sided solution, but we are trying to find the best solutions for students with disabilities and faculty members. Prof. Rosato and several others said that it is imperative that instructors be fully informed of students in their classes requiring accommodation no later than two or three weeks into any semester. L. Lyles replied that with over 400 special needs students and a limited staff, this cannot be done. About tutoring. L. Simon: only 56% of academic departments offer tutoring. Tutoring is primarily available for freshmen and sophomore level courses. Trying to figure out a systematic process to determine the hardest classes, which are obstacles to graduation. Also need tutoring for 300 and 400 level courses. Some of the problems with expanding tutoring services are space and budget obstacles. We need to find a way to get involved with courses in which students are struggling and close the gap in case a process is not working.

VIII.   BS in Cyberpsychology program (Kevin Belfield, 15 minutes)
K. Belfield: Only 3 colleges offer a BS in Psychology in New Jersey, and only one school has a STEM focus. This new BS in Cyberpsychology program was strongly endorsed by the external consultant. Three primary areas of concern: enrollment and faculty, physical facilities and lab space, and library resources. In regards to enrollment and faculty, beginning fall 2020 at least 3 full time faculty and instructional staff lines shall be devoted to the Cyberpsychology program. For lab and physical facilities, space is available. The library also has adequate holdings, but funds for access to specific journals and resources is modest. If this program is approved in the Faculty Senate, then it shall be presented to the Provost, then the President, and the Board of Trustees for final approvals. K. Riismandel: What is the expected impact on resources for programs that are small but are already grown? K. Belfield: Allocations are not expected to be taken away from existing programs. Motion to approve: A. Rosato. Motion Seconded: P. Armenante. 20 yes, 0 abstain, 0 no.

IX.   TLT request from Faculty Senate (Maria Stanko, 30 min)
The Teaching Learning and Technology Committee is requesting clarification regarding the Course Requirements and Expectations 2019-2020. A subsequent email to the Deans from the Provost (sent February 7, 2020) lists three policy clarifications that are more restrictive than the policy. The TLT Committee asks the Faculty Senate to advise on the existing policy.

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M. Stanko: posting policy has restrictive language in terms of academic freedom for professors. Faculty Senate to respond to Dr. Deek's email and ask about clarification of language.

X. CGE motion: MS in Bioinformatics (Sotiri Ziavras, 10 min)
    https://next.catalog.njit.edu/programadmin/?key=119
    Motion to approve: E. Michalopoulou. Motion Seconded: D. Blackmore. 17 yes, 0 no, 0 abstain.

XI. CUE report (David Horntrop, 5 min)
    Curriculum Updates Motion
    Motion to approve: A. Rosato. Motion Seconded: G. Thomas. 19 yes, 0 no, 0 abstain.

    Change in nomenclature from "Liberal Arts Literacy" to "Cultural Literacy"
    Motion to approve: A. Rosato. Motion Seconded: B. Khusid. 20 yes, 0 no, 0 abstain.

The meeting ended at 1:01 PM