

STATE OF THE FACULTY ASSEMBLY, MAY 2009

Resolutions and Proposals passed by the Assembly in Academic Year 2008—2009:

- **Revised Constitution Creating Faculty Senate** – By electronic balloting, with 145 ballots cast, the revised constitution was adopted with 130 in favor, 11 opposed and 4 abstentions. The constitution creates a Faculty Senate comprised of three officers, eight School Senators, and additional “at large” senators elected to reach a number that equals 10% of faculty recognized by the constitution as members of the Faculty Assembly. It does not eliminate the Assembly, which has the right to overturn actions of the Senate by following specified protocol. (November 2008 – electronic balloting)
- **Program Proposal for Bachelor of Fine Arts (BFA):** The Visual Arts Program proposal for a Bachelor of Fine Arts (BFA) degree program that meets existing Stockton general education standards requiring 32 credits of General Studies and 16 credits “At Some Distance” was approved unanimously. The approval includes a proviso that the program will consider alternatives for meeting accreditation standards and bring a revised recommendation back to the Faculty governing body at such time as a change to the program is required that impacts the number of required credits to complete the degree or the structure of the general education credits. (March 2009 Faculty Assembly Meeting)
- **Report from the Information Technology and Media Services Standing Committee *recommending against*** migration to a single course management system for instructional purposes for all distributed education courses was unanimously endorsed by the Assembly. The report also calls for triennial review of the possible migration to a single course management system. (September 2008 Faculty Assembly Meeting)
- **Report from the Subcommittee on Student Orientation for Distance Education** was unanimously endorsed and recommended for prompt implementation. The report provides detailed recommendations for an online tutorial, preparatory orientation, and preparedness quiz to be administered to all students before they are permitted to enroll in distributed education courses taught with online components. (September 2008 Faculty Assembly Meeting)
- **Report from the Task Force for Internationalizing the Curriculum/Campus** was accepted and its recommendation for creation of a Center of International Studies was unanimously endorsed. The proposal calls for the Center to serve five broad functions that include the coordination of curriculum innovation, the Study Abroad Program, Study

Tours, the International Studies Minor, and serving as a support mechanism for international students. (January 2009 Faculty Assembly Meeting)

- **Report on Graduate Studies Survey Results:** Recommendations made to address issues identified in the Graduate Studies Survey conducted in Spring 2008 were unanimously endorsed, with recommendation for the Administration to consider the recommendation in their planning efforts. (April 2009 Faculty Assembly Meeting)
- **Resolution** recommending posthumous promotion of Paul Lyons to the rank of Distinguished Professor passed by acclamation. (February 2008 Faculty Assembly Meeting)
- **Resolution** calling for shared governance protocol on academic issues passed unanimously with four abstentions. The resolution calls for recognition of the faculty governing body to be recognized as representative of the entire faculty and to be provided an opportunity to consider and vote on academic policies and proposals that come before the Deans Council before their implementation. (November 2008 Faculty Assembly Meeting)

Academic Policies Approved by the Faculty Assembly in Academic Year 2008-2009:

- **Revisions to the Approval Process for General Education Courses:** Streamlines the approval process by funneling all new course proposals through the General Studies Standing Committee, where the proposal will be forwarded to all appropriate review committees (GENS categories and Subscript categories). Establishes review dates twice each semester, with two week prior notification for five-year reviews of existing courses to take place in spring semesters. Requires a minimum of four qualified faculty members in addition to convener and presenter to serve on each review committee and vote on approval of presented courses. Defines additional guidance for material included in the General Studies web site. (September 2008 Faculty Assembly Meeting)

- **Continuing Studies (CSTU) Proposal:** Proposal for a formalized process “To create a structure that allows The Richard Stockton College of New Jersey School of Graduate and Continuing Studies to offer credit-bearing continuing professional development courses/curricula that meet the standards for approval required of academic courses at the college” was considered by the Assembly. The Assembly voted unanimously to accept the proposal to allow credit-bearing certificate programs to be approved by related programs and School deans without individual review by the Assembly or Senate. (March 2009 Faculty Assembly Meeting)
- **Academic Course Load Policy** – An amendment to the policy to include the summer term in the course overload criteria was approved unanimously. (April 2009 Faculty Assembly Meeting)
- **EDUC Credit Limits toward Bachelor Degrees Policy** – A proposal to eliminate the limit for EDUC courses that can be counted toward the bachelor degrees and to allow programs to determine the acceptable limits within their own program guidelines was approved unanimously. (April 2009 Faculty Assembly Meeting)

Special Meetings of the Faculty Assembly in Academic Year 2008 – 2009:

August 2009: Finding Balance in College Teaching: Tips for Excellence summer faculty workshop hosted in conjunction with the Provost’s office highlighted a plenary address by Bill Daly, Distinguished Professor of Political Science at RSC, and was attended by ninety full and part time faculty and adjuncts.

September 2009: Faculty forum for discussion of the proposed constitution creating a Faculty Senate was held on September 2, 2008 following the regular Fall Faculty Conference convened by Provost David Carr with guest speaker President Herman Saatkamp. Discussion at the forum resulted in several significant language changes to the proposed constitution.

February 2009: President Herman Saatkamp addressed the Assembly and shared updates on enrollment statistics and projections, new faculty lines, and the state of the buildings underway. He provided assurances about the college finances and plans to move forward on expanding programs and faculty lines in preparation for the economic turnaround that will likely bring student enrollments in future years.

Task Forces and Subcommittees Appointed in Academic Year 2008 – 2009:

- **General Education Reform**—The GENS Standing Committee members agreed to serve as a task force chaired by Dean Jan Colijn and charged by Provost David Carr to examine the current general education curriculum and make recommendations for changes that will better achieve the desired learning outcomes.
- **Subcommittee of the Academic Programs and Policies Standing Committee**—A subcommittee of the Academic Programs and Policies Standing Committee was charged on February 10, 2009 with a two-prong task of addressing college-wide guidelines for dual degree programs and reporting back to the Academic Policies Standing Committee and/or the Faculty Senate in Fall 2009.

Task Forces Previously Appointed by the Steering Committee:

- **Faculty Governance** – With passage of the proposed Constitution for a Faculty Senate in November 2008, the task force on faculty governance was thanked for their thorough coordinated effort and dissolved.
- **General Education Curriculum Reform** -- Charged December 2005 to research and recommend changes to the campus-wide general curriculum that would represent improved, simplified, yet effective liberal arts education in keeping with the mission of the College, a preliminary report was presented at Fall Faculty in September 2006. The committee was thanked for its work and dissolved.
- **Restructuring Class and Meeting Modules** – The task force on class and meeting modules presented three alternative structures to the Steering Committee in Spring 2008, which have been put on hold pending further development of models by the Registrar and Computer Services. Parking congestion was alleviated by other measures taken in Fall 2008 semester, eliminating some of the urgency for changes to the modules.
- **Distributed Education** – The Academic Programs and Policies Standing Committee was charged with determining appropriate college-wide limits on distance education online courses for faculty and students. After conducting faculty surveys in Fall 2008 semester, the committee submitted proposed academic policies for each category. The Assembly deferred decisions on both, referring the proposed policy for student limits to the Academic Policies Standing Committee, and taking no action on the proposed policy for faculty limits thereby advancing it to the agenda of the Faculty Senate in academic year 2010.

Other Initiatives in 2008 – 2009

- **Brown Bag lunches with the Deans Council** – The Steering Committee invited the Deans Council to a joint meeting for open discussion of academic policies under consideration. Subsequently, in the first of what is hoped will be a regular practice the Deans Council met for lunch with the outgoing Steering Committee of the Faculty Assembly and the incoming Senate officers. It is hoped that the Senate officers and senators will have an opportunity to meet informally with the Provost and the Deans Council at least once each semester.

- **First Faculty Senate Elections** – Following the guidelines of the revised constitution, the Assembly conducted elections for the inaugural Faculty Senate officers and senators who will assume office commencing July 1, 2009 for officers and September 2009 for the senators. With 285 full and part time qualified faculty eligible to vote, it was determined that a total of 29 senators should be elected, with 8 senators elected directly by the academic schools and the library as defined in the constitution and 21 senators elected “at large.” Chairs of two new standing committees, Academic Policies plus Academic Programs and Planning, were elected. Schools were asked to elect new representatives to each of the standing committees of the Assembly for two year terms beginning in Fall 2009.

Standing Committee Reports

- **Academic Policy and Program Studies**
 - Completed review and assisted with appropriate revisions on the BFA proposal presented by faculty from ARHU
 - Appointed a subcommittee to develop and implement the online orientation tutorial for students’ prerequisite to registering for distance education courses.
 - Appointed a subcommittee to develop guidelines for distance education online course limits for both faculty and students
 - Conducted online survey for faculty input on distance education limits in faculty and students categories.
 - Appointed and charged a subcommittee to develop college-wide guidelines on accelerated dual degree programs.

- **Administration and Finance**

- Maintained communications with the Vice President of Administration and Finance including status of budgets, planning issues, current construction costs, timeframes and issues. Discussed the impact of the 501(c)-3 “not-for-profit” corporation activities on the faculty and college as a whole.
- In collaboration with the SFT, presented to the Vice President of Administration and Finance the problems faculty members were experiencing with getting proper credit for time served into their state records. This effort is expected to resolve long-standing discrepancies in the near future through collaboration of HR with a designated NJ state pension official. The majority of these have already been resolved.
- Maintained communication with the Director of Construction. Provided comments on ADA deficiencies and environmental impact of the construction projects. Some of the specific projects discussed/reviewed include:
 - L wing/pool area reconstruction
 - Student Center construction
 - Completion of the Holocaust Center construction
 - Completion of the Alton Auditorium construction
 - Proposed Science Center construction
 - Proposed construction of atrium area between C & D Wings
 - Reviewed environmental impacts of various construction projects with the concerted effort of J. Cromartie
 - Proposed traffic light and realignment of traffic patterns at the Jimmie Leeds Road entrance
- Addressed issues related to significant ADA deficiencies regarding access to classroom corridors in many of the wings, (e.g. F, G, H, J) with the Director of Construction. Some of these issues are being addressed immediately while others are included in future plan discussions.
- The chair of the A&F Committee has taken the liaison role between the faculty/instructional subcommittee and the administrative subcommittee of the Task Force on Technology Strategic Planning.
- Represented the faculty with the Coordinator of Veterans Affairs for activities related to veterans, active service members and reservists from our campus and the local community.

- **General Studies – no report submitted.**

- **Graduate Studies**
 - Reviewed the Masters of Science in Communication Disorder and moved it forward for approval by the various levels of review required.
 - Disseminated results from the college-wide Graduate Studies Survey conducted in spring 2008. A total of 206 individuals responded to the survey, 27% of which included current graduate students. Results of the 65 question survey gathered attitudes about
 - program services;
 - library and media services;
 - contracted services; and
 - administrative offices.
 - (The final report can be found on the Faculty Assembly website.)
 - Presented an executive summary calling for action by the administration based on results of the Graduate Studies Survey to the Faculty Assembly. It was endorsed unanimously by the Faculty Assembly in April 2009.

- **Library** -- The Library Committee met three times in the fall and three times in the spring semester. The Committee maintained oversight of faculty and student requests for purchase of books, journals, and media, and the equitable allocation of funds for each School and Program. Other activities of the Committee this academic year were:
 - Advised the Director of the Library on cuts of \$38,820 in services and materials in response to reductions in the Library budget.
 - Added new databases through the New Jersey Knowledge Initiative (NJKI)
 - Approved discontinuation of journal print subscriptions totaling \$34,000
 - Considered proposals for improving interlibrary loan service, and supported a proposal to join “RapidILL” which will begin before the end of this year.
 - Considered plans for “weeding” outdated materials from the Library
 - Reviewed LibQUAL survey results from 2005 and 2008
 - Discussed changes in the College Academic Affairs administrative structure for the Director of the Library and concerns that the Library administration does not have a voice on the Dean’s Council which diminishes the ability of the Library administration and faculty librarians to communicate their needs and concerns to the College administration.
 - Reviewed report on the current use and availability of space in the Library
 - Elected Laura Zucconi as vice-chair to act as chair for the fall 2009 semester while current chair Tom Nolan is on sabbatical.

- **Technology & Media Services** -- – **no report submitted.**
 - Appointed MaryAnn Trail as co-chair of the Computer Services strategic planning task force.
 - Appointed Vincent Cicirello as faculty representative to the Computer Services strategic planning task force.

- **Research and Professional Development**

- **Sabbaticals** -- The Committee reviewed numerous applications for sabbatical and recommended awards of 16 semesters. The administration agreed to fund all but one of the recommended sabbatical grants, for which they expressed concerns and asked for clarifications. The Provost and Deans' Council provided feedback to the committee by including the grants officer and the chair of R&PD committee in the administration review meeting. Upon careful deliberation and after meeting with the applicant, the committee voted favorably on this sabbatical application, which was subsequently approved by the administration. The sabbaticals were awarded to the following faculty:

- **ARHU**

1. Christine Farina,
2. Marion Hussong,
3. Thomas Kinsella,
4. Arnaldo Cordero-Roman,
5. Hannah Ueno

- **BUSN**

6. Nora Palugod,
7. Frank Thomas

- **HLTH**

8. Alysia Mastrangelo,
9. Thomas Nolan

- **NAMS**

10. Sipra Pal,
11. Yitzhak Sharon,
12. Louise Sowers,
13. Roger Wood

- **Research Grants**

- **Internal Research Grants** -- The Committee reviewed 36 applications totaling \$192,060.50 and recommended supporting 28 projects proposals distributed to the Schools as follows:

1. ARHU = 12
2. EDUC = 2
3. GENS = 1
4. NAMS = 2
5. HLTH = 5
6. SOBL = 6

- **Summer Research Grants (\$40,000):**

1. Received eleven applications totaling \$56,087 and recommended supporting eight projects for a total of \$40,050, the amount approved for this internal grant program.

- **Student Services**

- **Fall 2008 initiatives** focused on the following agenda items:

- **Undecided Fair** -- October 29th Student Representative Committee members participated as representatives from their respective programs.
 - **Open House Format** -- Committee members learned about the new format for the Open House events and acted as liaisons to their respective schools and programs to inform their colleagues of the changes.
 - **Living Learning Communities** -- Tours were made available for the committee members to see the new housing facilities as they were informed about participating in the living learning communities in *Diversity, Wellness, Sustainability* and *Global Citizenship*.
 - **Mental Health EDU** -- Committee members were made aware of this newly implemented instructional program for students.
 - **Housing V** -- Committee members were informed about the 347 new beds online in Housing V. Costs, availability and future plans related to housing were discussed.
 - **Alcohol Awareness Task Force** -- Student Services Chairperson agreed to serve as a representative on the Campus Task Force to Examine Alcohol Related Issues --
 1. **Partnerships Subcommittee** -- Created to look at enhancing Stockton's relationship with off campus partners such as The HERO Campaign, MADD, UMADD and AA, it also seeks better coordination with on campus student groups such as SOAR, Greek Council, RA's and SRA and Athletics.

An update of the subcommittee and overall task force committee report was shared with the student services committee members for discussion.
 - **Student Meal Plans** -- The change in structure to the student meal plans was clarified and discussed with the committee members. Chartwell's contract was discussed as well as the future options of food service on campus when the new Campus Center opens.

- **Spring 2009 initiatives** focused on the following items.

- **Facilities** -- Committee members were informed about the new campus center consultants obtained in order to facilitate a smooth transition of all of the components that have to come together for the successful completion of the campus center. A 2011 target date was discussed as well as auxiliary services, private partnerships, and housing developments.
 - **Housing** -- Committee members were made aware of the decrease in occupancy in spring 2009 of our on campus housing. Approximately 120 vacancies were reported. Stockton is reviewing the current pricing policy. The committee also discussed graduate housing and guaranteeing housing for freshman.

- **Program Review** -- Committee members were encouraged to attend the Student Affairs program review. The Student Affairs Division presented their 07/08 Annual Report including reports on Athletics and Recreation, enrollment management, event services and summer conferences, student life, and the registrar. A recap of the report was delivered in our spring committee meeting.
- **Restructuring (Student Records and Academic Advising)** -- The committee members reviewed the new unit of Student Academic Support Services, to which the Office of the Registrar and the Center of Academic Advising will now report.

In addition to the above, the chairperson of student services committee sits on the Board of Trustees Student Affairs Committee as well. This committee meets twice a year. We met on December 10th with Chairperson Michael Jacobson to review all matters related to Student Affairs. The next meeting is scheduled for May 6th.

Items Pending for the Faculty Senate

- **Academic Policies**
 - ***College wide policy on accelerated dual degrees*** – Subcommittee of the Academic Programs and Policies Committee will develop a proposal for guidelines for programs wishing to develop dual degrees combining their undergraduate and graduate degree programs. A second proposal will consider accelerated dual degrees between complementary undergraduate and graduate degrees from different programs. The proposals will be reported to the Academic Policies Standing Committee for presentation to the Faculty Senate in Fall 2009.
 - ***College wide policy on limits for students taking online courses*** – Referred to the Academic Policies Standing Committee for further development in Fall 2009. See details above.
 - ***College wide policy on limits for faculty teaching online courses*** – Deferred to the Faculty Senate for action in academic year 2010. See details above.
 - ***Academic Honesty Policy amendment proposal*** – Proposal comes from the Deans Council for consideration by the Faculty Senate in academic year 2010.
 - “If the student withdraws from the course contrary to the faculty member’s stated policy on honesty that prescribes course failure or a lowered grade for such infractions, the withdrawal will be reversed and replaced by the appropriate grade for the course.”

- **Independent Studies proposed policy** – Proposal comes from the Deans Council for consideration by the Faculty Senate in academic year 2010.
- **Assembly Archives** – Pending availability of repository retrieval software, the archives of the Faculty Assembly should be converted to electronic files for storage and retrieval on the Faculty Senate / Assembly web page, accessible through the Stockton Portal.
- **New Program Approval / Disposition of Programs Process (1995)** – At the request of the administration, the Faculty Senate will review the policy to determine whether changes are needed and to make appropriate recommendations.

Respectively submitted,

*Marilyn E. Vito
Faculty Assembly President (2007-2009)*