

1 WILLIAM PATERSON UNIVERSITY – **FACULTY SENATE MINUTES** – September 28, 2004

2 Senate Web Page: <http://www.wpunj.edu/senate> -- E-mail discussion: faculty senate@list.wpunj.edu

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4 PRESENT: Agard-Jones, Bhat, Bone, Charlebois, Cunningham, De Young, Duffy, Dye, Ferris, Gehrmann,
5 Gillette, Giovanetti (for Gazillo), Godar, Gulbranson, Gundling, S. Hahn, Heluk, Kalish, Kaplan, Kaufman,
6 Kovalski, Kim, Korgen, Lelyveld, Levitan, Martus, Mukherjee, Nag, Newton, Northington, Overdorf, Pagano,
7 Principe, Rivela, Robb, Rothman, Sesay, Scala, Stern, Stropfel, Swanson, Swingle, Tardi, Torres-DiMaio,
8 Tracy (for Bareford), Wagner, Wahrman, Weisberg, Xu

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10 ABSENT: None

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12 GUESTS: Birge, E. Goldstein, LaBergere, Makarec, S. Miller, Peterman, Phadia, Potacco, Schaeffer, Vicari

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14 **PRELIMINARIES:** Chairperson Wahrman called the meeting to order at 12:35 PM. The agenda,
15 moved and seconded by Duffy and Overdorf, was approved unanimously. The minutes of the
16 September 14, 2004 meeting, moved and seconded by Duffy and Cunningham, were also approved
17 unanimously.

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19 **CHAIR'S REPORT:** Wahrman said presented the nominees for Senate liaisons to the Board of
20 Trustees committees: Overdorf, Makarec, Ferris and Godar that had been announced at the
21 previous Senate meeting. No further nominations were made and these individuals were
22 unanimously approved to serve. Wahrman said that the Senate Councils and Committees are
23 having meetings and that business would be coming before the Senate soon. Wahrman said that
24 the GE Committee, with Senate input, has a draft handbook ready and will distribute this to First
25 Year Experience students to gain feedback. The draft handbook will soon be available and the GE
26 Committee invites feedback. Wahrman said that she will make copies available to Senators when
27 they're ready. Bone asked if this could be done electronically. Wagner said that he would post a
28 PDF copy on the Senate webpage. Makarec reported on the Board of Trustees Student Affairs
29 Committee meeting of June 14, 2004. She said that the Provost described improvements and
30 accomplishments such as improved enrollment, retention, technology, faculty development, student
31 life, campus infrastructure, student employment, scholarships and study abroad. Makarec said that
32 Dean Martone introduced Dr. Glen Sherman, director of Counseling, Health and Wellness, who
33 described WPUNJ's involvement in a \$12,000 NJHEC grant to assess and convey to the student
34 body the actual extent of drinking behavior on campus. Sherman described work on another grant
35 to provide HIV and STD information to the student body. Martone discussed freshman orientation
36 sessions, information from NJ Transit, and parent workshops. Sherman discussed plans to institute
37 a 24/7 crisis hotline, illustrating the need by reporting that 29 counseling "emergencies" were
38 phoned in last year. Wahrman thanked Makarec for her report and thanked all the BOT liaisons for
39 their work and informative reports. Wahrman reported that she had recently attended a meeting of
40 the First Year Experience Committee in which a new model for the program is being developed. She
41 said that this plan will soon come to the Senate for review. Wahrman said that the election of an
42 adjunct representative to the Senate is underway. She said that a glitch with the electronic voting
43 system had caused an interruption, but it was expected to be fixed soon. Tardi asked that there be
44 a mechanism to include adjuncts in the election process. Wahrman said that ballots were sent to
45 the departments so that adjuncts without computer access could vote. Wahrman said that the
46 search for a director of the honors program continues and she asked Senators to encourage their
47 qualified colleagues to apply.

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49 **VICE-CHAIR'S REPORT:** Principe said that a corrected list of council/committee members had
50 been forwarded to the Senate and asked everyone to speak to their departments about filling the
51 few vacancies that remain. Principe distributed a concise list of parliamentary procedure.

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53 **REPORT ON EVALUATIONS OF ADMINISTRATORS:** Wahrman briefly reviewed the history of
54 this evaluation process, saying that it had been done five or six times and that its purpose was to
55 assist the University in moving forward in its shared goals. She emphasized that the evaluation was

56 not intended to be a personal assessment, but rather on the administrators' job performance for
57 constructive purposes. Wahrman said that she had spoken with the Provost on ways to improve
58 communication between the administration and faculty and had received a memo from President
59 Speert on ways to make use of the information provided by the final report. Wahrman recognized
60 the members of the *ad hoc* committee who prepared the report: M. Hahn, S. Maheshwari, V.
61 Overdorf and K. Wagner (chair). Wagner also thanked the committee and said that their job was to
62 impartially summarize the tabulated results of the survey. He said that they noted what seemed to
63 stand out as positive and negative responses, and commented on these. He said that they looked
64 for trends in the data in comparison to past survey results. He noted that the response rates in
65 some of the surveys seemed low and that it doesn't mean that the summary is less valid, but that
66 conclusions based on the smaller responses should not be as strong. On behalf of the committee
67 Wagner moved that the Senate accept the report. Duffy seconded. Rothman asked for a tally of
68 responses per College. Humanities and Social Sciences: 40 of 127, Arts and Communication: 19 of
69 58, Business: 17 of 40, Education: 18 of 37. Figures from Science and Health were not available.
70 Kaplan asked that the survey be shortened. M. Hahn suggested that the Senate open a dialog with
71 administrators to discuss the high and low points of the results. Tardi said that the committee did a
72 good job in the comparative analysis but encouraged the developers to create more parallelism so
73 that these comparisons could be strengthened. Kim encouraged fewer evaluations. Northington
74 asked if this could be done online. Sesay advised the developers to avoid questions that could be
75 considered personal in nature and cause evaluation on areas that are not within their responsibility.
76 Wahrman said that the response rate is the highest ever, matching one previous year. The motion
77 to accept the report was approved unanimously.
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79 **AD HOC TEXTBOOK COMMITTEE:** E. Birge reported on the activities of the committee,
80 commending the cooperation of Scott Dunlap, representing the Bookstore. She said that the main
81 areas of concern were the textbook ordering deadlines, the buyback policies and the prepackaged
82 CD/texts. She said that there was a 17% rate of compliance with the ordering deadline and that
83 this is a critical problem. She explained how the buyback rate is determined by this deadline
84 compliance. She said that the CD/texts are not bought back without the CD and faculty shouldn't
85 order the combos if the CD is not necessary. She said that the committee is consulting with the
86 EOF office on their textbook program. She said the committee is looking at options including Library
87 Reserves, but space is a factor there. She said that a complete list of recommendations will be
88 ready in November, and thanked the Senate for their attention and concern. Weisberg voiced
89 concerns including the fact that adjuncts often aren't assigned until late in the process and after the
90 textbook ordering deadline. Rothman said that textbooks are often received yet are not available on
91 the shelf. Tardi said that students are often able to get better prices for textbooks online. Martus
92 asked if books used in once-per-year courses could be returned after one semester. Birge said that
93 the students would have to hold on and sell the book back the following semester. Wahrman
94 thanked Birge for the report.
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96 **NEW BUSINESS:** Levitan called attention to the University Code of Professional Ethics and said
97 that she encourages a discussion on the issue of faculty-published texts and whether it is a conflict
98 of interest to require students to purchase these texts. She asked for Senators to send in comments
99 and feedback. Tardi said that administration has not taken a stand on this matter.

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101 **ADJOURNMENT:** Godar moved to adjourn. Tardi seconded and Wahrman declared the meeting
102 adjourned at 1:44 PM. The next meeting will be held Tuesday, October 12, 2004 at 12:30 PM in
103 Valley 1007-8

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105 Respectfully submitted: K. Wagner, Secretary
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