

Senate Council Charges 2026-2027

approved on 9/8/2026

ACADEMIC PROGRAMS

Standing Charges

1. Recommend procedures for inaugurating, changing, or terminating undergraduate and graduate courses and programs.
2. Review and recommend new undergraduate and graduate programs, major changes in existing programs, and undergraduate and graduate courses.

Priority Charges

1. Continue to review new programs and changes in existing programs.
2. Add a priority charge only if necessary.

ACADEMIC SUCCESS

Standing Charges

1. Review undergraduate and graduate advisement and registration procedures and recommend revisions and/or new policies as needed.
2. Assess the functioning of the Success Team model in retaining students and make suggestions for improvement as needed.
3. Work with administrators involved in areas of undergraduate Advisement and Registration to recommend ways to facilitate policy implementation and coordination with departments.

Priority Charges

1. Present departmental experiential learning findings to the university community to gather actionable recommendations that strengthen opportunities for our diverse student body.
2. Review the 2026-2031 Strategic Plan details (goals and objectives) to identify and prioritize council tasks aligned with strategic goals.

ADMINISTRATOR ASSESSMENT

Standing Charges

1. Prepare and administer assessments of the following administrators: President, Provost and Vice president, all deans, all vice presidents.
2. An administrator will be assessed once every two years, after they have completed one year of employment. The rotation of assessments will be established by the Senate.
3. Prepare summary reports of the results of the assessments for acceptance and transmission by the Senate (according to a schedule to be determined by the Senate).
4. The members of the Administrator Assessment Council must be either tenured or on multi-year contracts. There will be no administrative liaison or other non-voting member.
5. The Administrator Assessment Council will have a membership as follows: 1 faculty member from each college; 1 librarian; 1 Professional Staff member; and 1 at-large member.

Priority Charges

1. Implement the survey for President and Deans.
2. Collect data and conduct analysis for President and Deans.
3. Prepare summary reports of the results of the assessments for Senate and AFT.
4. Revisit assessment for other administrative positions.
5. Discuss plan for assessment implementation for future data collection.

ADMISSIONS & RECRUITMENT

Standing Charges

1. Review and recommend policy for recruitment, enrollment, and admission in undergraduate and graduate programs.
2. Liaise with administrators responsible for recruitment and admissions to review the effectiveness of current policies and practices on an ongoing basis.
3. Review and recommend policies for timely and accurate assessment of transfer credits for each transfer student.

Priority Charges

1. Gather feedback from the university community regarding recruitment and outreach efforts at feeder and non-feeder high schools.
2. Analyze responses from student focus groups about what drives their decision making in the college search process.
3. Meet with the coordinator of High School Dual Enrollment to learn about efforts to increase conversion.

ASSESSMENT

Standing Charges

The Assessment Council shall carry out its charges within the context of the current Assessment Policy and the Principles of Assessment, adhered to by this institution. On this campus, assessment is distinct from evaluation. Assessment at WPUNJ shall be defined as the measurement of course, program, and other student learning outcomes, as well as university-wide curricular initiatives, for the purpose of improvement. To enhance our educational environment, assessments will be designed that:

1. In collaboration with the Faculty Senate, work on specialized assessment projects as directed by campus needs, Senate initiatives, or other events (i.e., surveys, focus groups).
2. Disseminate results of assessment related projects to the larger university community.
3. Work with the Office of Institutional Effectiveness and the University Assessment Committee (UAC) to determine how the Council can inform and support their assessment efforts.

Priority Charges

1. Present the data from the memorization student and faculty survey to the Faculty Senate.
2. Work with the Faculty Seante on assessment-related issues.
3. Work with the University Assessment Committee in preparation for Middle States.

BUDGET AND PLANNING

Standing Charges

1. Recommend University budget policy and overall direction.
2. Advise and prioritize in matters related to institutional planning and finance.
3. Examine and review the institution's proposed budget.
4. Work with the administration in resolving fiscal concerns.

Priority Charges

1. Advise the administration in planning the proposed budget for each fiscal year.
2. Serve as a central channel to present questions and follow up on Enrollment Forum presentations.
3. Collaborate with the administration to track and assess potential budget reductions.
4. Continue to work with the Faculty Senate to strengthen the effectiveness of the Council.

DIVERSITY

Standing Charges

1. Evaluate the diversity of the Senate, including but not limited to, race, ethnicity, gender, sexual orientation, ability, socioeconomic status, and other intersections of identity, and make recommendations for increasing the inclusivity of underrepresented groups.
2. Work with the Senate Representative on the Council for Equity and Justice to recognize affinity-based caucuses on campus using standardized criteria.
3. Serve as liaison between faculty on the recognized caucuses and the Faculty Senate ensuring that the voices of recognized caucuses are heard on matters of policy and practice considered by the Senate.
4. The Council for Equity and Justice Liaison to the Faculty Senate shall be an ex-officio member of the council.

Priority Charges

1. Initiate the formal approval process for campus affinity caucuses.
2. Guide and support faculty and staff in establishing affinity caucuses across campus.

GOVERNANCE/ELECTIONS

Standing Charges

1. Delineate the role of the Faculty Senate in University governance.
2. Review the various governance statements.
3. Recommend patterns of and responsibilities for self-governance by colleges, schools, institutes, divisions and faculties.
4. Review the Policy Manual periodically and suggest policies that need to be reviewed, revised and/or updated.
5. Review proposed amendments to the Faculty Senate By-Laws and Constitution. To provide guidance to the Faculty Senate in the interpretation of proposals and amendment procedures. To maintain accurate records of Faculty Senate Governing documents, including historical records outlining all amendments and alterations.
6. Develop standardized procedures for all campus-wide elections.
7. Conduct Faculty Senate elections prior to April 30th.
8. Conduct campus-wide elections according to the election policy for:
 - a) Promotion Committee, Sabbatical Leave Committee, UFRAC Committee.
 - b) University-wide Ad-Hoc committees and major Search Committees where broad elected representation is needed. These elections can be called upon request from the

Senate directly or by the Senate at the request of University Administrative officials for members from Faculty, Librarians, Professional Staff, and Adjunct Faculty.

Priority Charges

1. Finalize feedback from Senate councils to determine necessary legislation affecting standing charges of councils.
2. Review university, union, and senate governing documents to provide formal opinion on the status of NTTU faculty in relation to Senate Representation.
3. Develop a semesterly report template for Senate Councils to provide regular updates to the Senate and submit questions or comments related to Standing or Priority Charges being addressed by the council.

GRADUATE POLICIES & STANDARDS

Standing Charges

1. Review and recommend policy for the adoption, implementation, and enforcement of graduate educational and academic standards.
2. Review and recommend policy for admission and retention in graduate programs, and for publicity and recruitment issues.
3. Review graduate advisement and registration policies and procedures, and recommend revisions and/or new policies, as needed.
4. Identify and recommend means for improvement in graduate advisement and registration policies and procedures.
5. Liaise with university officials and bodies responsible for policy on the above matters to review the effectiveness of policies and facilitate their implementation.

Priority Charges

1. Organize Graduate Form 2027 with topics on graduate programs, new ideas, impact, marketing, and enrollment issues.
2. Liaise with university officials and bodies and collaborate with the Undergraduate Policies and Standards Council to develop and revise policy governing 4+1, 3+2 and other undergraduate-graduate pathway programs.

RESEARCH, SCHOLARSHIP AND CREATIVE EXPRESSION

Standing Charges: Revisions needed as requested by the council

1. Promote Faculty, Librarian, Professional Staff, and Adjunct Faculty scholarship; identify, on an ongoing basis, current and anticipated faculty, librarian, professional staff and adjunct faculty needs with regard to scholarship and research and recommend strategies designed to meet those needs.
2. Support the continued efforts to build academic research networks on and beyond the William Paterson.
3. Review, yearly and as needed, the policies, procedures, and guidelines for each of the following:
 - a. Institutional Review Board for the Protection of Human Subjects,
 - b. Scientific and Academic Fraud and Misconduct,
 - c. Assigned Research Time Application and Selection.

Priority Charges

1. Collaborate with Faculty Senate leadership to distribute the faculty research needs survey and report findings.
2. Develop a faculty research resource guide identifying university-wide supports for research, scholarship, and creative expression, in consultation with OSP, the Library, and relevant academic offices.
3. Begin active review of the IRB and Research Misconduct policies for fairness, clarity, and due-process language.
4. Support OSP's communication and training efforts around Cayuse, particularly by helping publicize faculty access to the system's reporting tools.

UNDERGRADUATE POLICIES AND STANDARDS

Standing Charges

1. Review and recommend policy for the adoption, implementation and enforcement of undergraduate educational and academic standards.
2. Review and recommend policy for the adoption, implementation and enforcement of undergraduate educational and academic standards in curricular issues.
3. Liaise with university officials responsible for all undergraduate academic policy matters to conduct an ongoing review of their effectiveness.

Priority Charges

1. Examine and develop standards for the certificate review process.
2. In consultation with the Adult Learner Operationalization Team, consider policy implications to meet the distinct needs of the growing adult learner population and recommend any related policy changes for Spring 2027.
3. Liaise with university officials and bodies and collaborate with the Graduate Policies and Standards Council to develop and revise policy governing 4+1, 3+2 and other undergraduate-graduate pathway programs.

UNIVERSITY CORE CURRICULUM

Standing Charges

1. Recommend The University Core Curriculum Council working with the Undergraduate Council shall monitor the UCC program and review and recommend to the Senate all proposed course and curriculum changes for UCC credit.
2. The University Core Curriculum Council will review and make recommendations regarding all changes in UCC policy to the Senate.

Priority Charges

1. Continue to review new course proposals and changes in existing courses.
2. Determine whether an appropriate range of courses has been proposed for each area and identify any areas without sufficient courses as a priority.
3. Prepare a UCC assessment plan to implement in the 2026-2027 academic year.