



KEAN

FULL SENATE MEETING
MINUTES

February 2, 2021
2:15 p.m.-4:15 p.m.
Videoconference-Zoom

Senators in attendance:

•Ahlawat, •Anderson, ab=Baldwin, •Connors, ab=del Carmen Rodriguez, •DiVirgilio, •Donovan, •Farrokh, •Filardo, •Gover, •Gubi, •Halper, •Joiner, •Knis-Matthews, •Lee, •Logue, •Lynch, •Mack, •Marks, •Mulry, •Pintado-Casas, •Roebuck, •Sargent, •Schraer-Joiner, •Shebitz, •Stavola-Daly, •Webber, •Wetzel, •White, •Yucetepe

Student Representative:

Vacant

[•=present ex=Excused absent=ab]

Guests in attendance: Lamont Repollet, Michael Salvatore, Ada Morell

Meeting called to order by Chairman Donovan at 2:25 PM

I. Minutes – December 15, 2020
Motion to approve: Jane Webber Second: Thomas Connors Minutes Approved unanimously
II. Comments from President Repollet
A. Chair Donovan welcomed President Repollet and Chair of the Kean University Board of Trustees, Ada Morell, to the meeting.
B. President Repollet introduced new Senior Vice President for Administration, Dr. Michael Salvatore. 1. Dr. Salvatore’s role will be as President’s liaison to the University Senate. 2. He will attend Senate meetings and field and answer questions from the Senate.

- C. Dr. Michael Salvatore introduced himself and indicated his commitment to responding to Senate queries and assisting with communication.
- D. President Repollet reiterated his commitment to foster communication and engagement with all organizations and constituencies in the University.
- E. President Repollet noted that a recent survey of Kean students indicates that they are more comfortable with their workloads and with the way that their courses are delivered this semester.
- F. The President also reported that his meetings with the University Planning Committee and with the full professors on the Kean faculty suggest shared goals and priorities for the institution, which will include extensive faculty hiring in 2021.
- G. President Repollet also noted that Kean is currently conducting a search for a new Senior Vice President of Academic Affairs who will assume the role of Provost for the University. The search firm Storbeck Pimentel, who consulted on the presidential job search, is also leading this national search.

III. Curriculum Items for Notification and/or Vote-Notification Only

- A. B.S. in Public Health (Name change from B.S. in Community Health)

IV. Old Business-None

V. New Business

- A. UCC Online Forms – Curriculum Management System
 - 1. Senators noted that the forms from the 2017 UCC Manual are difficult to use for electronic transmission and filing.
 - 2. Chair Donovan noted that for now the curriculum committees will require use of the “fillable” electronic versions of these forms, which are located on the Senate web site.
 - 3. Chair Donovan also noted that the Curriculum Management System will be introduced this semester.
 - 4. The rollout will involve training and communication about the new system.
- B. Students Making Appointments in Advise
 - 1. Senators observed that the Advise system allows students to book appointments with faculty without obtaining prior approval from the faculty member. Senators also noted that the system only provides for appointments of 30 minutes.
 - 2. Senators expressed concern about the system’s lack of flexibility and potential for leading to overlap with appointments that faculty schedule outside the Advise system. They noted that the system does not allow the faculty member to log existing appointments in the system.

3. Chair Donovan requested that Senators inform him about problems with the system, which he will discuss with Dr. Kubow who is leading the roll-out of Advise and other University systems.
4. Senators noted that problems such as those with Advise have, in the past, resulted from a lack of trust regarding faculty commitment to meet with students.
5. President Repollet noted that the system is new and that there is a “grace period” for identifying challenges as new systems are introduced. He also reminded the Senate of his commitment to the concept of “grace” in which people extend understanding to one another while new learning occurs. Dr. Repollet noted that the goal was to roll out more efficient solutions and, while building trust with faculty and administration, give people the training they need to use the new tools.

C. Invitation to Board of Trustees – University Senate Representative

1. Chair Donovan reiterated the Senate’s interest in having a representative from the Board of Trustees in attendance at University Senate meetings.
2. Ada Morell, Chair of the Board of Trustees, expressed appreciation for the invitation and the opportunity to attend.

D. Senate Constitution Review Committee

1. Chair Donovan asked for volunteers to work on a review of the University Constitution.
2. The following Senators indicated interest: Fran Stavola-Daly, Sucheta Ahlawat, Jane Webber, and David Joiner.
3. Senators noted that the Election Manual and election processes also require revision; Senators suggested making the revision of the Constitution and the Election Manual a joint endeavor.
4. Chair Donovan noted that it would be useful to look at what other universities are doing and to consider whether processes working elsewhere could be adapted to our unique requirements at Kean
5. Senators noted that the new committee would revise the constitution but it must be also approved by two-thirds of the Senate – and that it will be important that all University stakeholders have a voice in the process.

E. UCC Manual Guidelines/Definition (BFA Advertising)

1. Chair Donovan noted that several Senators had expressed concern regarding curriculum issues involved in the University Curriculum Committee’s recent approval of BFA Advertising. These concerns included (a) the definition of an “affected department” and (b) the “ownership” of names and terms that are used across disciplines.
2. Chair Donovan indicated that he intended to send the BFA Advertising document back to the UCC to clarify these concerns.
3. Senators noted that these issues had arisen in the past and that it was standard procedure for the Senate to return a document for the UCC when such questions arise.

4. Senators reported that joint use of terms and nomenclature across programs had been a cause of disputes in the past and suggested that a department or program cannot “own” a term. The possibility of losing access to a name or term may have contributed to concerns about approving programs.
5. Senators noted that the *UCC Manual* does not define “affected program” and that it does not address conflicts concerning shared use of terms.
6. Chair Donovan indicated that the UCC meeting to address these concerns as they pertain to BFA Advertising would include representatives from Design, Communications, and Marketing.
7. Senators noted the importance of compromise and negotiation on matters involving disciplinary boundaries and overlap.
8. The issue of secret ballot voting on UCC (and other committees) was discussed, with Senators noting that, in the past, committee members might have feared reprisals for voting against a program.
9. Senators requested that the University Planning Committee consider how University resources are allocated to avoid duplication of faculty across major programs and options.

F. Senators raised the issue of course caps and the differences in class sizes across programs.

1. Senators noted that Kean students often require attention and resources, including faculty time, that make large courses ineffective and unsustainable.
2. Several Senators pointed out that the quality of student experience suffers when classes are large and faculty have less time to spend with individual students.
3. Chair Donovan indicated that he would add course caps/class size to the agenda of the next Senate Executive Committee meeting.
4. President Repollet noted that the University is hoping to address this problem in two ways:
 - a. Hiring approximately 40 new faculty members for 2021-2022
 - b. Creation of an Advisement Center to reduce advisement demands on faculty

VI. Meeting adjourned

Motion to adjourn: Barbara Lee

Second: Dan Gover

Meeting adjourned at 4:07 PM

Next Meetings

- A. Executive Committee Meeting – Tuesday, February 9, 2021 ~ Zoom at 2:15 p.m.
- B. Full Senate Meeting – Tuesday, February 16, 2020 ~ Web Zoom at 2:15 p.m.