I. REVIEW OF MINUTES, March 11, 2014 – approved by voice vote without objection.

II. REPORT ON SENATE RESOLUTIONS SUBMITTED TO PRESIDENT

The following items from the 11/12/13 meeting remain under further consideration by President Walter:

As a package
SR#03-13/14 Program Modification Certificate of Achievement - Baking
SR#04-13/14 Program Modification Certificate in Hospitality Management
SR#05-13/14 Program Modification Certificate in Culinary Arts
SR#06-13/14 Program Modification Certificate in Culinary Science
SR#07-13/14 Program Modification AAS Business Technologies-Hotel/Restaurant/Hospitality-Event
SR#08-13/14 Program Modification Certificate of Achievement - Catering

The following items from the 2/11/14 meeting are under consideration by President Walter:

SR#17-13/14 ADCO Proposal 1
SR#18-13/14 ADCO Proposal 2

The following items from the 3/11/14 meeting are under consideration by President Walter:

SR#23-13/14 Program Modification Sports Fundamentals (WEX-128)
SR#25-13/14 Course Addition MAT-040 Algebra for Liberal Arts
SR#26-13/14 Course Addition MAT-044 Algebra Topics
SR#27-13/14 Course Addition MAT-048 Algebra

The following item from the 3/11/14 meeting has been approved by President Walter:

SR#35-13/14 Amend the start date of summer II at the Lyndhurst campus from 7/14/14 to 7/8/14.

III. CHAIRPERSON'S REPORT

Dr. Kaufman began his Chair’s Report by stating that he has been at the college for twenty-five years and before this year has never been embarrassed about coming to work but that he unfortunately is now. He spoke about several things that have been disturbing him in his capacity as Senate Chair, serious and disturbing academic matters. First, he cited the violation of long-standing college policy by the apparent intention of the administration to allow entering students for summer 2014 classes to take IST-123 Success 101 before meeting their requirements in EBS-011 or EBS-021. College policy calls for matriculated students to meet their EBS requirements before taking credit-bearing courses or to meet those requirements along with selected credit-bearing courses.
The second item he mentioned was the apparent creation by the administration of a Steering Committee to work on the Gateways to Completion Program, a program that will "redesign high enrollment courses that also have a high withdrawal, drop-out, and/or failure rate." While this may be a worthwhile program to be involved in, Kaufman stated, it is a program with academic implications, and the Faculty Senate should have been involved with it. To exclude the Senate is a clear violation of basic shared governance behavior.

Third, Kaufman talked about his concerns about curricula being approved by the college-wide Curriculum Committee and then the Faculty Senate but remaining unsigned by President Walter. He reported that the Senate Officers have asked all Academic Department Chairs to begin putting all of their curricula and all of their course syllabi up on department websites.

Kaufman next talked about reorganization and the administration's apparent disinclination to take seriously faculty input and concerns about reorganization. He bemoaned the fact that he had on more than one occasion urged Vice President Mullaney to establish a committee on reorganization, involving faculty members, including the Chairperson of the Faculty Senate, as has happened in previous reorganization processes. Sadly, this has not happened. He stated that while the administration certainly has the right to reorganize, it should be doing so in a collegial and inclusive way, which does not appear to be the case.

Kaufman finally remarked on the imbroglio revolving around the development of an academic calendar. He stated that, as Senate Chair, he had worked on calendars with four college Presidents and never before had there been such problems, and never before had the college gotten to such a late date without a calendar approved by the Senate and the administration.

IV. Presentation by President Walter:

Following Dr. Kaufman's Chairperson's Report, President Walter was recognized for the purpose of a presentation she requested to make. Referring to various criticisms (both on-campus and in the media) of disciplinary actions taken against certain faculty by the college administration, Dr. Walter purported to ask the Senate for its advice on how such disciplinary matters should be handled by the administration. She distributed a hand-written complaint by a student against a prominent member of the faculty, a person who is a Senator and who was present at the meeting. The document contained allegations of sexual misconduct against the faculty member. The matter in the complaint had already been investigated by the college administration, and no wrongdoing on the part of the faculty member was found. An uproar ensued in which many Senators spoke up angrily in opposition to the President's conduct. An SGA representative joined in the criticisms of the President's behavior. Her apparent intention was to distribute additional documents on administrative disciplinary actions against faculty. However, given the Senate's highly demonstrative outrage at what she had already done, the President withdrew to a seat in the back row, where she remained for the balance of the meeting, participating from time to time on subsequent agenda items.

The President also distributed two other documents: (1) a document showing the ratio of BCC "Full Time Faculty per 100 Students" and (2) a copy of 2007 correspondence from L.G. Pedraja, an officer of the Middle States Commission on Higher Education, to G. Jeremiah Ryan, then BCC President, affirming BCC's accreditation and also calling for a Monitoring Report on the college's progress on student learning assessment and on clarifying and reforming the college's governance structures and processes. [Said Monitoring Report was, in fact, submitted to Middle States in October 2013 and was Accepted by Middle States in November 2013.]

Dr. Walter provided no explanation for her distribution of the first document, but seemed to praise herself for the good faculty-to-student ratio. Senators, however, replied that former BCC President, Dr. Jeremiah Ryan had hired 34 new faculty at one time, while President Walter has hired very few and has given every dean trouble about hiring any full-time faculty. When asked about the hiring of new faculty for the Fall, she said she would have to wait for the budget, giving departments little time to launch search committees for new faculty.
Dr. Walter also provided no explanation for her distribution of the second document, perhaps assuming that the import of that item was self-explanatory.

V. SPECIAL REPORTS

Dr. Gary Porter  Task Force on Student Success – report attached.

Prof. Andrew Krikun  Task Force on General Education – report attached.

Prof. Donald Reilly and Dr. Jessica Datema  Committee on Departmental Reorganization – report attached.

During discussion of this report, VPAA Mullaney stated that he was waiting for the Senate committee’s report before sending any final proposal to the President. He also stated that he had never specified any threshold number of faculty for an academic area to have departmental status. Later in that conversation, VPAA Mullaney also said, when asked about deadlines for the reorganization process, that he would have to check with Dr. Walter. At that point, Dr. Walter responded that there is no set timeline for this.

Dr. Michael Redmond  Senate Committee on Employee Code of Conduct

Dr. Redmond gave a brief progress report on the work of the Faculty Senate Committee on the Employee Code of Conduct. The committee was formed in late March 2014 by Alan Kaufman, Chair, Faculty Senate, in response to the request by the Board of Trustees for the Faculty and Staff Senates to review together the proposed Code of Conduct and to make recommendations for how it may be improved. The deadline for the committee’s report is May 1, 2014. The committee’s work was delayed while waiting for the newly elected Staff Senate to form, to elect its leadership, and to appoint members to the joint committee. Subsequently, the Staff Senate chose to conduct its own review of the Code of Conduct independently of the Faculty Senate. At that point, the faculty committee began its work.

Redmond reported that the draft the Senate committee’s study was about 75% done but that the committee expected to meet its May 1, 2014, deadline. The report will focus upon key findings, concerns, and recommendations organized in five basis groups:

- Broad Areas of Concern
- Problems of Repetitiveness and Vagueness
- Potential Conflicts with existing Board Policies
- Specific Revisions and Recommendations
- Collective Bargaining Implications.

The members of the committee are Michael Redmond, Chair, Philosophy and Religion; Lisa Mayer, Legal Studies; Mauro Marzocco, Industrial & Design Technologies; Tobyn De Marco, Philosophy and Religion.

Prof. Shyamal (Sony) Tiwari  Middle-States Self-Study

With regard to the self-study process, the Executive Team has chosen a comprehensive model reordering Middle States 14 Standards to reflect Bergen as an institution.

President Walter invited Dr. Yun Kim and Prof. Sony Tiwari to serve as co-chairs on the Steering Committee. After acceptance of co-chair responsibilities, Dr. Kim and Prof. Tiwari invited faculty and staff to serve on the Steering Committee. The Steering Committee first met in February. Their primary responsibilities for this spring 2014 semester were:

1. Develop working groups to conduct research
2. Complete the self-study design
To conduct self-study research, eight Working Groups were formed. Each group has approximately 5-8 members.

The Self-Study Design was recently completed and will soon be available electronically. At this point, Dr. Kaufman pointedly asked Prof. Tiwari why the names of committee members have not been made public, why this self-study process appears shrouded in mystery. Tiwari replied that all such information will be forthcoming very soon.

Over the upcoming summer, Working Groups will study the 14 Characteristics of Excellence provided by Middle States, along with Bergen’s 2013-18 strategic plan. Working Groups will conduct research during the fall 2014 and spring 2015 semesters. Research reports will be due by May 2015.

VI. COMMITTEE REPORTS

Prof. Gail Fernandez, Committee on General Education – postponed to the May meeting.

Prof. Annemarie Roscello Faculty Development Report

Two upcoming workshops:
1.) Writing Clear Assignments with Suzaan Boettger. Tuesday, April 29, at 12:30pm in W-221.
2.) GMOs (Genetically Modified Organisms) with Joan Tscherne, John Smalley, and Mary Flannery. Tuesday, May 6, at 12:30pm in C-309.

Upcoming Deadlines:
1.) Faculty Scholarship Release Time application deadline – June 30.
2.) CIRD grant application deadline – May 30.

The Tenure Process Committee met six times to discuss the new tenure process. Members of the committee are: Alan Kaufman (representing the Faculty Senate), Amparo Codding (representing the Deans), Carol Miele and Gary Porter (representing the experienced faculty), Peter Helfff (representing the third-year faculty), Lisa Mayer (representing the second-year faculty), Lois Carmichael (representing the first-year faculty), and VP William Mullaney (representing the Administration). Prof. Roscello stated that she is in the process of writing up all of the documents which represent the Committee’s work. After the Committee reviews these documents and further modifications are made, vested groups will be presented with the documents for comments and revisions. Alan Kaufman will present the results to the Faculty Senate Executive Committee, Amparo Codding to the Deans, VP Mullaney to the Administration Executive Committee.

VII. OLD BUSINESS

Dr. Ruth Feigenbaum raised questions concerning changes made to the deadline dates for class withdrawals in 2014SP. Specifically, Dr. Feigenbaum’s questions related to whether the Administration is following policies adopted by the Senate and approved by the College President. In particular, Dr. Feigenbaum stated, the withdrawal policy approved by the Senate in May 2012 and then also approved by President Walter sometime during the summer months of 2012, is clearly not being followed. According to this policy, Thursday, April 24, should have been the withdrawal date. In addition, Dr. Feigenbaum reported that, according to another member of the College Mathematics Department, the sequencing policy passed by the Senate and approved by the President is not being adhered to; there are students almost ready to graduate who have not yet started their developmental mathematics work.

Dr. Feigenbaum also asked whether anyone in the Senate knew of other policies approved by the Senate and the Administration which were not being followed.
President Walter stated that the administration’s handling of 2014SP withdrawal dates was in response to withdrawal date errors in the Academic Calendar approved by the Faculty Senate. However, Senate Secretary George Cronk replied that the current Senate-approved Academic Calendar (also worked on and approved by President Walter) does not mention withdrawal dates. Indeed, he said, Senate-approved Academic Calendars have never included listings of withdrawal dates.

VIII. NEW BUSINESS

A. Curriculum Items:

The following items were handled as a package:

<table>
<thead>
<tr>
<th>SR#</th>
<th>Program/Deletion</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>28-13/14</td>
<td>Program Deletion</td>
<td>COA Retailing</td>
</tr>
<tr>
<td>31-13/14</td>
<td>Program Modification</td>
<td>Radiation Therapy Technology</td>
</tr>
<tr>
<td>36-13/14</td>
<td>Program Deletion</td>
<td>AS.PS.LABOR (64-65 Credits)</td>
</tr>
<tr>
<td>37-13/14</td>
<td>Program Deletion</td>
<td>CERT.LABOR (32 Credits)</td>
</tr>
<tr>
<td>38-13/14</td>
<td>Program Deletion</td>
<td>COA.LABOR (17 Credits)</td>
</tr>
<tr>
<td>39-13/14</td>
<td>Course Deletion</td>
<td>POL-122 Collective Bargaining</td>
</tr>
<tr>
<td>40-13/14</td>
<td>Course Deletion</td>
<td>POL-116 LABOR LAW</td>
</tr>
</tbody>
</table>

APPROVED BY CONSENT: 46-0-2

SR#30-13/14 Course Modification BUS-104 Customer Service

Following discussion and by consensus, consideration of this item was

POSTPONED TO A LATER SENATE MEETING.

SR#33-13/14 Course Modification SPE-100 Advanced Oral Communication

Following discussion, this SR was

APPROVED: 31-3-5

Informational Items: for inclusion in 2014-2015 Programs section of the Catalog:

<table>
<thead>
<tr>
<th>SR#</th>
<th>Curriculum Addition for 2014-2015 Catalog</th>
<th>Program</th>
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</thead>
<tbody>
<tr>
<td>41-13/14</td>
<td></td>
<td>CERT.TRAN.LA.GEN</td>
</tr>
<tr>
<td>42-13/14</td>
<td></td>
<td>CERT.TRAN.STP.GEN</td>
</tr>
</tbody>
</table>

Transfer Studies: Liberal Arts
Transfer Studies: Sci Tech & Prof Studies

Proposals of revisions to these SRs were made, and a motion to return them to the Curriculum Committee for further action was

APPROVED: 25-14-5

IX. VISITORS: Jacqueline Behn, Emmanuel Caliano (Torch Reporter), Brant Chapman, Blair DeLong (Torch reporter), Christine Henkel, Elif Karacay (SGA), Yun Kim, David Kramer, Heidi Lieb, Jennifer Lyden, Giselle Medina (SGA), Gary Porter, Donald Reilly, Annemarie Roscello, Walter Rogthaug, Victoria Tahhan (SGA VP), Shyamal Tiwari, Kaye Walter, Lewis Wheaton – other SGA representatives were also present.

X. ADJOURNMENT: 6:00 PM.
After due consideration and deliberation the task force recommends the following. In addition the task force recommends that appropriate collegiate governance be employed to implement and/or approve these recommendations as needed or appropriate.

1. Recast the Credit Student Residency enrollment data for Bergen County Residents as a function of the percentage of the graduation class attending as well as gross headcount. As a function of this recasting, marketing efforts and plans should be created.

2. The Transfer Studies Certificates should be utilized as a tool to auto award college credentials to students who have stopped attending. These students should be targeted based upon identification by IPEDS data. Said data will indicate that these students are already attending four year institutions.
   - Potential ramification regarding any financial aid implementations needs to be explored.
   - The academic forgiveness policy should be revisited as it pertains to the Transfer Studies Certificates.

3. Review summer offerings to ensure classes most needed, for students who are close to graduation (1-8 credits), are offered.

4. Attach mandatory survey for all students who request official college transcripts.

5. Introduce a policy imploring/requiring students to complete college level math course requirements prior to completing 30 college level credits.

6. Reinforce policies requiring students to complete developmental course requirements prior to completing 11 college level credits.

7. Develop and support strategies to increase new student engagement in academic advisement activities.

8. Develop and support strategies to increase student engagement in academic advisement at the mid career point (32 credits).

9. Develop and/or support “student connectedness activities” at the college.
April 15, 2014

The Faculty Senate Task Force on General Education submits the following recommendations after reviewing the following sources:

- Meeting with Dr. William Mullaney, Academic Vice President
- Meeting with Michael Feder, BCC Transfer Counselor
- The Transfer Experience Report (BCC Institutional Research)
- NJ Transfer
- BCC Transferability Grid (prepared by Tom Jewell and Andy Krikun)
- BCC General Education Assessment Project

The BCC General Education Committee has adopted and implemented strict criteria for the review and approval of general education courses, consistent with the New Jersey state approval process for general education status. While it is true that there is a variation in the transferability of BCC general education course offerings to the state four-year colleges, the breadth of general education courses offered at BCC allows students to choose specific courses that suit their interests, leading to greater student engagement and retention. Students completing A.A. or A.S. degrees at BCC are given general education credit at the state colleges and universities. In addition, the breadth of course offerings at BCC results in Bergen’s academic reputation as an elite community college attracting students from high schools inside and outside of Bergen County.

Transferability can be aided by several college-wide initiatives:

- Enhancement of the Web Advisor online registration process to allow students to discern between elective, specialized courses, and/or general education options customized to their degree program.
- Completion of a chart displaying transferability of BCC general education courses to target transfer programs, in order to facilitate student advisement.
- Departmental liaison with the state public colleges and university departments, working together on course equivalency and transfer status, as well as articulation agreements.

Assessment:

- The General Education Assessment Project should be continued and expanded to include other competencies as specified in the LEAP goals.
- The current project can be optimized by the submission of artifacts from all programs and courses in the college.

Faculty Senate Task Force on General Education:
Andy Krikun (Chair), Associate Professor of Music
Jessica Datema, Associate Professor of English
Peter Dlugos, Professor of Philosophy
Gail Fernandez, Chair, General Education Committee, Associate Professor of ALP
Adam Goodell, Department Chair, Composition/Literature, Assistant Professor of English
Tom Jewell, Professor of Communication
Dan Salerno, Assistant Professor of English
Joan Tscherne, Department Chair, Physical Science, Professor of Chemistry
The Faculty Senate Task Force on Reorganization reviewed and reached out to the following sources:

- Meeting requested and email exchange with Dr. Mullaney, Academic Vice President
- Meetings the ADC (Academic Department Chairs)
- Researching Middle states and issues of Accreditation (http://www.nj.gov/highereducation/colleges/schools_sector.shtml)
- Compiled profiles of every department that include number of tenured/tenure track faculty members, lecturers, adjuncts, and classes in each department
- Compiled profile names of degree programs, estimated number of students taking classes in each dept.
- Compiled and solicited “thoughts on the reorganization” from every academic department chair.
- Compiled profiles on the following issues: elections, reassigned time, term limits, division and organizational structures
- Analyzed and discussed what it would mean to have a reorganization that preserved the integrity of our scholarly divisions, departments, and academic reputation.

The process for selection and election of academic department chairs at BCC has adopted strict criteria consistent with New Jersey state approval and Middle States accreditation. Academic departments and degree programs at BCC are rigorous in following the role of two-year college in terms of academic integrity and transferability. BCC offers degree programs that depend upon the expertise and specificity of organized departments. Any reorganization of our academic degree program and/or structure should preserve the integrity of each department.

Therefore, we would like to make the proposal that the following four resolutions will be adopted in any college wide reorganization:

1. Dept. chairs should be elected freely in a democratic vote by each department.
2. The integrity and uniqueness of all departments should be preserved. Quality more than quantity should determine all academic programs and structure at BCC. Hence, there should be no limit on department size except expertise in the field and ability to deal with knowledge of the specific content area for overseeing scheduling and instruction
3. Dept. chairs should be compensated commensurate with their responsibilities.
4. Finally the Senate subcommittee recommends the administration engage in faculty input at every stage of the reorganization. Implementation without any
discussion or coordination from the faculty would seriously undermine and compromise the academic integrity of our departments.

Sincerely,
Faculty Senate Subcommittee on Reorganization
Members:
Anthony Yankowski
Bernard Fuersich
Donald Reilly
Gregg Biermann
Jacqueline Behn
Joan Cohen
Randolph Forsstrom
Walter Rothaug
Jessica Datema
Peter Dlugos