

## TCNJ Steering Committee Minutes

November 6<sup>th</sup>, 2019

In attendance: Martha Stella, Lee Ann Riccardi, Jennifer Palmgren, Ryan Gladysiewicz, Shaun Wiley, Tom Hagedorn, Laurel Leonard and Kelsey Cogan.

Presentations by CAP, CSCC, and CFA:

Deb Knox reported that **CAP** is working on 8 pending charges. They have recently submitted final recommendations for the Course of Study Designation and Revised Double-Counting Policy to Steering. They will be gathering testimony on the Readmission-Conditional Policy and Final Exam Policy. Discussions continue about the Special Topics Courses, Program and Curricular Change Policy and International Credit Transfer Policy. They are also working with the Liberal Learning Council Chair regarding the feedback for approved courses.

Jamal Johnson reported that **CSCC** is working on 8 pending charges. They most recently received the Student Conduct Code and Title IX Policy. Per Steering, these are most urgent. CSCC will be presenting the Use of Campus Property Policy to Academic Leaders in December. They continue to collect testimony and review feedback on the Social Media Policy, Student Organization Fundraising Policy, Naming of Campus Assets Policy and the interim policy on Electronic Records and Privacy Access.

Matt Wund reported that **CFA** is working on 5 charges. Testimony is being collected on the Modification of Teaching Duties Policy and RPD timelines and subdivision. CFA is also developing a variety of models for the SOSA program.

1. The committee accepted approval of [minutes](#) from October 16, 2019. (Two members abstained.)
2. New business
  - a) Final Recommendation on Double Counting ([Recommendation](#), [Mark up](#))  
Motion to send final recommendation to Academic Affairs.  
Action: Shaun will forward to Provost.
  - b) [CFA question regarding Promotion and Reappointment document](#)  
Action: Shaun will contact AFT leadership, Nancy Lasher, for more information.

c) Review of [Faculty Office Hours](#) policy

This is the 5 year review of policy and needs to go to CFA. Steering discussed the issue of adjunct office hours, blended and online courses and naming of the policy to include responsiveness and availability. Student Government resolution will also be submitted.

Motion to send amended charge to CFA.

Action: Shaun will forward charge to CFA.

d) Review of [Teacher-Scholar](#) policy

This is the 5 year review of policy. Steering discussed if this is a policy, or should the definition be listed elsewhere?

Motion to send amended charge to CFA.

Action: Shaun will forward charge to CFA.