

Steering Committee Minutes

Wed., March 6, 2024 • 1:30-2:50 pm

Gitenstein Library, Room 123

Attendance Present: Jackie Anderson, Brittany Aydelotte, Chanelle Lester, Cathy Liebars, Suzanne McCotter, Mindi McMann, Dylan Nguyen, Jennifer Palmgren, Kay Potucek, Felicia Steele

Absent: Joseph Pacas

Guests: Nelson Rodriguez, Bethany Sewell

1. Minutes of 2-21-24 approved unanimously.

2. Visit from CFA co-chairs - Bethany Sewell and Nelson Rodriguez

Reviewed four Disciplinary Standards Last Fall; Received two new DSs

Review of Faculty Emeritus Policy: have a draft preliminary recommendation that they will submit to Council of Deans and Faculty Senate Executive Board; suggesting change to IIIA about rights and privileges; added Assistant Director of the Library to eligible ranks and add the lecturer and senior and master clinical specialists. Removed the stipulation about tenure from IIIB. Added a statement that people must be in good standing at the time of retirement with no disciplinary action pending and no criminal issues during employment. Need an extension to March 30 - granted.

Review of the Reappointment and Promotions Documentl. Need an extension to May 10 - granted.

Question: Charged to review the use of copyrighted material in 2021. 2023 Chair requested a pause. Steering will need to recharge the committee to restart the process.

3. Final recommendations

a. CAP - BA in Mathematics

i. CAP's final recommendation approved unanimously

b. CAP - Graduate Student Academic Load and Definition

i. CAP accepts Steering's amendments of the title of the policy as well as the stipulation that students be enrolled in at least one credit-bearing course and they have completed the equivalent of a 4-year baccalaureate degree.

ii. Amended final recommendation approved unanimously

c. CAP - name change to "Undergraduate Student Academic Load"

i. CAP accepts Steering's recommendation of the title change to make it consistent with the Graduate Student policy

ii. Approved unanimously

4. CAP Charged to review the Social Media minor: charge approved unanimously.

5. Internal review - Learning Assistants (policy): strike the first sentence and begin with "Some students at The College of New Jersey ("TCNJ" or "The College") may benefit..."

In definition of "Learning Assistants": add "designated Learning Assistant credit-bearing course (see point 5 below).

Internal changes approved unanimously.

6. Discussion

a. CAP granted an extension of Charge_on Academic Structural Changes part 2 from March 20 to March 30. Approved unanimously.

b. Request to align governance duties and responsibilities of CIE & CSPP was discussed and rejected.

c. AI Task Force report email to campus reviewed and edited.

i. McCotter will ask James Taylor to add AI examples to Violations of Academic Integrity and ask CETL to create and distribute guidelines.

d. Will draft a charge to GSC to produce a "Graduate Assistants" policy.

7. Adjourned 2:51pm