

Minutes
Lecturers and Educators Congress

October 20, 2021

4:30-5:30PM – [WebEx](#)

Present: Maria Stanko (President), Jaskirat Sodhi (VP), Catherine Siemann (Secretary), Scott Kent (Treasurer), Andrew Ciancia, Caroline Devan, Chris Zeiner, David Fisher, Diana Walsh, Geraldine Milano, John Esche, Kate Tyrol, Louis Wells, Mary Konsolaki, Matthew Riegel, Matthew Toegel, Risa Gorelick, Robert Platt, Swapnil Moon, Thomas Ogorzalek, Trivrikama Pala

I. President's Report: Maria Stanko

- a. Open committee positions: University Senate Strategic Planning Steering Committee (2 representatives)

The committee normally only meets once a semester - the first meeting of this year will be on Nov. 15th at 10:30am - details haven't yet been distributed to committee members but are coming soon.

The charge and purview of this committee is below:

"Assess the current University Strategic Plan, including its "vision" and "mission"; fundraising; branding and marketing; master plans for the university; enrollment management; external relations including international, industrial, government and community relations; and related matters. Prepare updated Strategic Plans when needed. Also acts as the Steering Committee for the Middle-States re-accreditation process."

Maria asked for volunteers to serve as LEC Representatives.

- b. Encourage your fellow instructors to complete the [Campus Climate Survey](#)! Louis confirmed, and said this will give us a foundation of data to work from in promoting inclusivity on campus.

c. December meeting: IN PERSON, with food, Friday Dec. 10 11:30am-12:30pm, discussion with Charnette Hockaday, NJIT's new Associate Dean of Students. She's the point person for academic integrity issues, so think about what you might want to ask her.

II. Pandemic Instructional Delivery – Maria Stanko

- a. Review of procedures regarding students or instructors who have tested positive for Covid or had close contact with someone who did.

Check Maria's slides:

Action should be taken if anyone cannot attest to the health pledge statements. – the easiest thing to do is to click on Disagree.

If a student contacts you directly re. one of those circumstances, advise them to email covid.notify@njit.edu. Tell the student to also send it to the dean of students' office, dos@njit.edu The university, not the instructor, is the appropriate place to contact. Reassure the students that they will not miss out on the work; they should not push themselves to come to campus.

If you don't hear from the Dean of Students within 2-3 days, they have determined that you have not been in close enough contact with the student to need to quarantine.

If you have a positive test/symptoms/close contact, email dos@njit.edu.

If you are fully vaccinated and have no symptoms you can still come to campus, but must be tested within 3-5 days, and if positive must quarantine.

If you are unvaccinated with an approved exemption, close campus triggers quarantine for 10 days, or 7 days if test negative on day 5 or later.

Use your own judgment short term, but don't make long term decisions about courses without checking with your department chair.

General Requirements for Instructors:

Enforce mask-wearing by students.

Make reasonable accommodations so students who are feeling sick don't feel obligated to go to class.

If one of your students tests positive/is required to isolate:

You will be contacted by the DoS office (possibly Shakeera Rodgers). The length of time will be given; you will simply be told "a medical condition

Student must be given accommodations (re absences).

The nature of accommodation for class content is decided by the instructor. You are not required to provide online synchronous instruction.

Synchronous online participation CAN be offered if the student has signed a FERPA release form (will be attached to the email from DoS). You need to get the equipment ahead of time at least 24 hours in class from mtss@njit.edu

If recording lectures, remember that all students must be notified, and recordings including student information (name, voice, image) should not be used beyond the current semester.

New question: what accommodations should be made for unvaccinated students and instructors (with approved exemptions) if a certain number of students in their classes have tested positive?

b. What are your thoughts on what should trigger remote instruction?

III. Committee Reports

a. Faculty Senate - Jaskirat/Maria

Egypt campus: happened without any shared governance – issues pointed out, decisions were made higher up without involving anyone else.

Presidential search process: the handbook specifies candidates would come to campus and have a public forum – but it seems it will not happen this time around, for privacy reasons.

b. Ad-hoc Committee on University Lecturers – Jaskirat

Meetings will begin very soon. One LEC and one Faculty from each college. 2020 Vision hinted at the idea of teaching faculty. The whole idea of our not being included in faculty is very different from other institutions. Voting rights for lecturers. Jaskirat pushing for all ULs be converted to that position, rather than a few. Master Teacher designation for ULs. Master Teacher Subcommittee has twice recommended it, but the Provost's Office keeps rejecting it. Representation on university committees. Salary, which Jaskirat is not hopeful about.

Members: Co-Chair Jaskirat, NCE Swapni Moon, CSLA Catherine Siemann, HCAD Jose Alcala, MTSM Wayne Fox YWCC Ryan Tolboom

Co-Chair for Faculty Senate, Andrew Klobucar, other members

c. PSA – Caroline & John – waiting to hear on when we're getting our raises.

Tom asked about language being used to make HCAD lecturers teach 16-20 contact hours/week.

- d. Finance - Chris Z. – postponed to November meeting.
- e. CFRR – Geri – will give Maria the PowerPoint to send around.

IV. New Business

Presidential Search – John Esche reported.

The meeting was concluded at 5:45.