

ATTENDEES: Terri Allen, Lori Block, Kate Boland, Keith Brand, Robert Bullard, Joe Cassidy, Doug Cleary, David Clowney, Jennifer Courtney, Patrick Crumrine, Ron Czocho, Denis DiBlasio, Tom Doddy, Carol Eigenbrot, Jess Everett, Bill Freind, Lori Getler, Michael Grove, Steve Hartley, Erin Herberg, Jerry Hough, Sandy Jones, Monica Kerrigan, Valarie Lee, Michael Lim, Charles Linderman, Janet Lindman, Brendan Livingston, Douglas Mann, Deb Martin, Tom Merrill, Eric Milou, Amos Mugweru, Jennifer Nicholson, Kathryn Quigley, Ravi Ramachandran, Peter Rattigan, Robert Rawlins, Beth Rey, Lane Savadove, Mariano Savelski, Natalie Schell-Busey, Edward Schoen, Christopher Simons, Uma Thayasivam, Sandy Tweedie, Marilena Olguta Vilceanu, Beth Wassell, Barbara Williams, Charlene Williams, Tricia Yurak, Mei Zhang.

NOT IN ATTENDANCE: (Represented by Alternates) Julie Haynes represented by John Feaster, Nick Schmelz represented by Alicia Groatman.

NOT IN ATTENDANCE: Herb Appelson, Jon Foglein, Jacqueline McCafferty, Corinne Meredith, Keeley Powell, Connie Rosenberger, Midge Shuff, Mickey Smith, Skeff Thomas.

Guests: Bethany Raif (Psychology), Jake Brown (SGA), Cindy Vitto

1:45 – 2:00pm

1. Approval of Agenda – moved, seconded, approved
2. Introductions of Visitors – three listed above
3. Approval of Minutes from November 2012 (separate file) – moved, seconded, approved
4. President's Report
 - a. Centralized Scheduling Committee: Jeff Hand, Rory McElwee, Bill Carrigan, Brendan Livingston, Bonnie Angelone, Nancy Buhner, Joe Cassidy, Bill Freind, Walt Martin, Steve Kessel, Greg Caputo, McKenzie Suber-Robinson, Bharathwaj Vijayakumar have volunteered for the committee, also Mariano Savelski from Engineering and Ed Strebb from Communication. Will begin meeting next week. Any changes will happen in September 2014, not 2013.
 - b. Education Dean Search (Cindy Vitto, Chairperson; James Coaxum, Peter Rattigan, Hector Rios, Jay Kuder, Patrick Westcott, Robin McBee, Midge Madden, Leslie Spencer, Horacio Sosa, Eric Milou, Denise Williams, Nick Schmelz, student rep, external rep) Hoping to have interviews in March-April with an offer out in late April or early May with a July 1 start. The university is looking for someone with national recognition.
 - c. SOM Integration Issues at www.rowan.edu/integration still in discussion about Senate
 - d. Removal of curriculum tracks by Mira (pages 2-3) – many changes made by Mira, unilaterally without consultation with Senate. Problem is that there was no consultation.

2:00 – 2:20pm

5. Open Period: Jim Newell, Provost – couldn't attend again today, but will hold an open meeting next Friday from 1:45 to 2:30 during the open period for anyone to attend to ask questions or voice concerns about 3-3 teaching load and the proposed instructor positions.

2:20 – 2:50pm

6. Standing Committees & Task Forces
 - a. Committee on Committees Resolution- second reading (pages 4-5) – moved, seconded, approved.
 - b. Curriculum Committee Report (page 6-7) – Bachelor of General Studies, student would have to be advised into this major, not start in it as a freshman. Have a focus area rather than a sequence or major. A restricted program. Student must have made a good faith effort to complete the traditional

major. Senate should be watchful that it doesn't expand to much higher numbers of the general student population. Degree completion program only. Two courses they would need to take - a portfolio for one credit and two credits of career development. STARFISH will hopefully help identify students earlier. Motion made to have vote by secret ballot passing 29 yes, 18 no. Motion to approve the Bachelor of General Studies, BGS, degree 36 yes, 17 no.

- c. Discussion occurred regarding proposal 12-13-9002 from the Department of Biomedical Sciences, regarding adoption of Stratford GSBS programs. Jeff Hettinger present to describe the proposal. Programs to be discontinued at Stratford. Currently enrolled students at SOM must become Rowan students in July and will get Rowan degrees, so we must adopt/approve these already existing programs. These students will continue to do their research at SOM in Stratford. We need to approve these programs to get these students, otherwise they would need to become Rutgers students or be stranded. Vote to approve adoption of these programs was unanimous.
 - d. Research Committee: Proposed Amendment to Senate Resolution 120302-2 Policy on Ensuring Compliance with Responsible Conduct of Research (first reading only)
7. Old Business

2:50– 3pm

- 8. New Business
- 9. Adjournment

Clarification on Changes to Banner Codes for Specializations

Background on curricular terminology

Specializations are variations of majors and are approved through a specific curriculum process in which they are identified as specializations and designed to meet University-defined parameters. Specializations appear on student transcripts. Programs with specializations award one degree in one major, but may award multiple specializations designating specific credentials. Specializations appear in GRAD and are generated there by Banner. Liberal Studies is a broad umbrella degree with multiple specializations, including Math/Science, Humanities/Social Science, and Literacy Studies. Specializations can be converted to full degree programs but must go through the new program approval process, including state approval. Some of our existing degree programs (in the Colleges of Business and Communication and Creative Arts) were formerly specializations within broad umbrella degrees.

Tracks are less formal groups of courses. Track is not a formal curricular term, so sometimes “tracks” isn’t even what they are called. They are approved through a more general curriculum process, in which they are identified as program requirements and designed to meet departmentally defined parameters. They do not appear on student transcripts. Tracks are a tool for programs to create distributions or areas of focus within the major but they are not recognized as specific credentials. Tracks may or may not appear in GRAD. If they do, they were built manually by the Registrar’s Office at the request of the department.

Changes to coding of specializations

The Registrar’s Office is currently changing the coding of *specializations*. Formerly, each specialization had a unique degree/major code and two-part name (e.g., 1112: Bachelor of Music - MUSIC: Composition; 1113: Bachelor of Music - MUSIC: Jazz Studies). Embedding all of this in one code meant that each specialization was actually being treated as if it were a degree. In fact, students earning different specializations are earning the same degree in the same major. We first encountered a problem internally when we realized that students in Computer Science could earn up to six specializations, but it appeared they were earning six separate degrees (and generating six different diplomas, etc.). Externally, there is also a problem with this system. Specializations are not recognized as degrees by the state, IPEDS, US News Reports, the Preston Review, nor any of the other surveys to which we report data for the purpose of institutional rankings. Some employers do not recognize specializations.

To rectify these issues, the change institutes one major code for the degree and major, and adds a new subcode, called a “p-code,” to identify the specialization. This now permits students to earn more than one specialization without appearing to earn multiple degrees and allows us to clearly report the number of degrees we are awarding.

Below is an example showing the changes made to the Bachelor of Music degree with a major in Music and three specializations.

From	To
Degree and Major: BM - MUSIC: Composition (1112)	Degree and Major: BM - MUSIC (1004) Specialization: Composition (P112)
Degree and Major: BM - MUSIC: Jazz Studies (1113)	Degree and Major: BM - MUSIC (1004) Specialization: Jazz Studies (P113)
Degree and Major: BM - MUSIC: Performance (1114)	Degree and Major: BM - MUSIC (1004) Specialization: Performance (P111)

Removal of tracks

In a few idiosyncratic instances, *tracks* were assigned unique major codes and two-part names at the request of departments. These tracks were not approved as specializations and are being removed from the Banner coding through the current process. For example, Theatre Arts has five tracks, all of which were given unique degree/major codes (1072-1076). These codes have been removed and all transcripts and degrees for students majoring in Theatre, regardless of track, will read Bachelor of Arts in Theatre and have major code 1008.

Going forward, departments may decide that their tracks should become specializations, which they may pursue through the curriculum process. As noted above, there is currently no mechanism for generating tracks in GRAD. Departments with tracks may ask the Registrar's Office to build them in GRAD.

UNIVERSITY COMMITTEE ON COMMITTEES
RESOLUTION ON SENATE COMMITTEE MEMBERSHIP

WHEREAS, the current membership on senate committees does not reflect the recent changes and additions of newly formed Rowan University colleges;

WHEREAS, membership on specific senate committees is specific to faculty representing each of the Rowan University colleges (these committees include: Tenure & Recontracting, Promotion, Curriculum, University Budget & Planning, Sabbatical Leave, Academic Integrity, Academic Policies & Procedures, Career Development, Intercollegiate Athletics, Learning Outcomes Assessment, Research, and Technological Resources);

WHEREAS, the college of Liberal Arts and Sciences, Fine and Performing Arts, and Communication no longer exist in their current structure;

WHEREAS, such a change in title would allow faculty to represent the newly formed colleges;

THEREFORE LET IT BE RESOLVED, That the following senate committees remove the old college names and include the new ones:

- **Tenure and Recontracting** – Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 14 members increased to 15 members
- **Promotion** – Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math - 8 members increased to 9
- **Curriculum** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 23 members increased to 24
- **University Budget & Planning** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 17 members increased to 18
- **Sabbatical Leave** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 11 members – no increase in membership due to committee design.
- **Academic Integrity** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 21 members – no increase in membership due to committee design.
- **Academic Policies & Procedures** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 16 members – increased to 17
- **Campus Aesthetics & Environmental Concerns** – No changes due to committee design.
- **Career Development** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 11 members – increased to 12
- **Diversity Committee** – No changes due to committee design.
- **Intercollegiate Athletics** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 18 members – increased to 19
- **Learning Outcomes Assessment** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 14 members – increased to 15
- **Professional Ethics & Welfare** – No changes due to committee design.

- **Recruitment, Admissions & Retention** – No changes due to committee design.
- **Research** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 18 members – increased to 19
- **Student Relations** – No changes due to committee design.
- **Technical Resources** - Change of name and inclusion of the following: College of Communication and Creative Arts, College of Performing Arts, College of Humanities and Social Sciences, addition of College of Science and Math – 18 members – increased to 19
- **Committee on Committees** – No changes due to committee design.

**Approved Curriculum Proposals
Presented for Senate Approval December 7, 2012**

Process C Proposals Approved by Senate Curriculum Committee

SCC#	College	Department	Proposal title	U/ G	Change requested
12-13-9000 ¹	H/SS	Interdisciplinary	Bachelor in General Studies	U	New Degree Program
12-13-9002		Biomedical Sciences	<u>Adoption of Stratford GSBS programs</u>	G	New Degree Program

¹ Committee approval is anticipated pending submission of revised proposal

Process A Proposals Approved by Senate Curriculum Committee

SCC#	College	Department	Proposal title	U/ G	Change requested
12/13/8001	Science/ Math	Computer Science	Robotics	U	Minor curricular changes
12/13/8002	Science/ Math	Physics/Astronomy	Physics Learning Assistant for Introductory Thermodynamics, Fluids, Waves and Optics	U	New non gen-ed
12/13/8003	Science/ Math	Physics/Astronomy	Physics Learning Assistant for Introductory Electricity and Magnetism	U	New non gen-ed
12/13/8004	Science/ Math	Physics/Astronomy	Physics Learning Assistant for Introductory Mechanics	U	New non gen-ed
12/13/8009	Science/ Math	Psychology	Lifespan Development	U	Minor curricular changes

Process B Proposals Approved by Senate Curriculum Committee

SCC#	College	Department	Proposal title	Change requested
12-13-2006	Comm	Writing Arts	College Composition I	Minor changes to existing GenEd course
12-13-2007	Comm	Writing Arts	Intensive College Comp I	Minor changes to existing GenEd course
12-13-2008	Comm	Writing Arts	College Composition II	Minor changes to existing GenEd course
12-13-7004	H/SS	Geography/Environmental Studies	Transferring Earth Science courses from Physics/Astronomy to Geography/Environment	Minor changes to existing GenEd course

Overview of Rowan Adoption of Programs Offered by the Graduate School of Biomedical Sciences at Stratford

The School of Osteopathic Medicine degree program and faculty, along with the Stratford campus facilities, will be integrated into Rowan as of July 1, 2013.

The Graduate School of Biomedical Sciences at Stratford is one of three GSBS campuses operated by UMDNJ. Each campus has a unique, local set of programs.

GSBS programs are delivered on the Stratford campus by SOM faculty and support their research.

The restructuring legislation currently stipulates that GSBS will be integrated into Rutgers. It does not address transfer of GSBS-Stratford programs to Rowan.

We propose to establish and deliver a parallel set of new programs that is identical to what currently exists within GSBS. The programs will continue to be operated exactly as they are now for at least AY 2013-2014. Students who are currently enrolled will complete the programs they were admitted into, but will graduate with Rowan degrees. Rowan will recruit new students into the programs after July 1, 2013.

Programs: Current GSBS-Stratford programs include:

- Ph.D. in Cell and Molecular Biology
- M.S. in Cell and Molecular Biology
- Master of Science in the Biomedical Sciences (M.S.; thesis)
- Master of Biomedical Sciences (M.B.S.; non-thesis)
- Certificate in the Biomedical Sciences
- Master of Science in Molecular Pathology and Immunology (M.S.; thesis)
- D.O./Ph.D. dual degree program with the UMDNJ-SOM (anticipated to become dual degree at Rowan)
- D.O./M.S. dual degree program with the UMDNJ-SOM (anticipated to become dual degree at Rowan)

Academic structure: In the short term, the most sensible academic home for the new programs is the Rowan School of Biomedical Sciences. They will not reside within a department, since the faculty do not belong to any of our departments. They will be assigned unique program codes. Eventually, the programs may be moved to SOM, but we cannot move them there until SOM is officially part of Rowan.

Future curricular oversight: Agreements will be developed on how the respective Senate processes of SOM and Rowan will interface, similar to comparable agreements we have with CMSRU. These agreements will shape future curricular oversight.

Timeline: Because we are recreating these as new programs, the entire new degree program approval process must be followed. We plan to have Senate and Provost approval by the end of December 2012; Board of Trustees approval by mid-February of 2013; and state approval by the end of April 2013.

Program descriptions: Information on these programs is available at

<http://som.umdnj.edu/gsbstrat/academics.htm>.

Note: If Rowan does not have approved programs into which the current students can be transferred by July 1, 2013, the students would become Rutgers students. They would be taught in Rowan facilities by Rowan-SOM faculty, but would pay tuition and fees to Rutgers University.

Proposed Amendment to Senate Resolution 120302-2
Policy on Ensuring Compliance with Responsible Conduct of Research (RCR)
Requirements by Federal Funding Agencies

Following the establishment of the University Policy on the Responsible Conduct for Research (RCR), the Research Office is pleased to announce that the cooperation of the faculty and students has resulted in 100% compliance for all sponsored projects starting January 1, 2012. In response to numerous requests from faculty, the Research Office proposes the following amendment to the existing Senate Resolution 120302-2 for purposes of providing a **training exemption** for sponsored projects that are **not research, scholarly or creative activity**.

Sponsored project activities where the intent, purpose and responsibilities are **clearly and explicitly understood to be not research, scholarly or creative activity** are exempt from the RCR training policy requirements. The activities listed below fit the aforementioned criteria, and are exempt from RCR training policy requirements.

- ∞ Tutoring
- ∞ Professional Development Workshops
- ∞ Academic Advising
- ∞ Routine Administrative/Office Support (e.g. photocopying, filing, mailing etc.)

All exemptions must be requested via the **RCR Training Exemption Request Form**, which will be reviewed and approved/denied by the Associate Provost for Research.