

## ROWAN UNIVERSITY SENATE MINUTES

Monday, February 26, 2007

**Attendees:** Bonnie Angelone, Herb Appelton, David Applebaum, Joe Bierman, Lori Block, Kate Boland, Bruce Caswell, Jay Chaskes, Kevin Dahm, Robert D'Intino, Carol Eigenbrot, Kathy Ganske, Dorie Gilchrist, John Hasse, Vasil Hnatyshin, Elisabeth Hostetter, Ihsan Isik, Candace Kelley, Ernst Knoesel, Lee Kress, Yuhui Li, Matthew Lund, Julie Mallory-Church, Mary Marino, Brenda Marlin, Mark Matalucci, Afrodesia McCannon, Yusuf Mehta, Phyllis Meredith, Eric Milou, James Newell, bob Newland, Henrietta Pichon, Robi Polikar, Anthony Robb, Tanya Santangelo, Dan Schowalter, Karen Sieftring, Kathleen Small, Tony Smith, Marian Stieber, Don Stoll, Eileen Stutzbach, Susan Taber, Skeff Thomas, Sanford Tweedie, Bernadyne Weatherford, Barbara Williams

**Not in Attendance-Represented by Alternate:** Erick Guerra represented by Sandra Jones, Karen Heinz represented by Olcay Ilicasu, Frances Johnson represented by (signature illegible), Patrick Westcott represented by Robin McBee

**Not in Attendance:** Joe Basso, Greg Biren, Luis Brunstein, Cristina Iftode, Phillip Lewis, John Pastin, Anne Phillips, Marilyn Shontz, Rob Sterner, Cathy Yang, Hong Zhang

**Call to Order** at 11a.m by President Newell. There were no visitors present.

### **Approval of the Agenda**

The agenda was unanimously approved with the agreement to change the order of the Academic Policies and Procedures Policy on Advising on the agenda.

### **Approval of Minutes from the January meeting**

The minutes were amended to reflect an error in the reporting of Curriculum Committee Report from a vote on two proposals from the Chemical Engineering Department, 414 and 415, which were moved together and approved by a majority with one opposed vote, no abstentions. The motion to approve as amended then carried unanimously.

### **President's Report**

President Newell noted that here is the potential for entirely new chairs. Chairs must be elected to three year terms beginning with Spring '07. Anyone wishing to serve a staggered term will have to resign, then to be re-elected. (i.e.- "opt in/opt out") AFT President Sieftring has met with the chairs.

Rowan Report notes that there are eight degree programs, however, one degree program does not yet exist. Departments found out about this after the fact. President Newell stated that he understands the reasoning behind this, but would have preferred an advanced call about it. Liberal Studies Science degree is still subject to the Board's approval. He reiterated that no department will be forced to participate.

### **Discussion of Changing Rule to allow introduction and voting of AP&P**

#### **Proposal at the same meeting**

President Newell explained that the body would have to decide whether to vote the policy up or down today due to the time frame for the catalog publication conflicting with the inclusion of Senate input. Pat Most, has been working along with the committee however, he has not yet heard back from her. The Senate rules would require a change so as not to have to wait until next month to consider the proposal. A 2/3 majority vote is required to hear the proposal today. It was explained that tabling today would mean tabling for a whole year.

Chair, Susan Tabor noted that the policy ill only pertain to incoming students, not to current students. She also thanked her committee for the work involved.

Motion: It was then moved and seconded to "Suspend the Rule." Votes were: 3 opposed, with the majority voting in favor of suspension. The motion carried.

## Verbal Committee Reports

### A. Curriculum – Kevin Dahm

1. Proposal 220 was moved and seconded; the motion carried unanimously.
2. Graduate Program in Public Relations, Proposal 222, changes degree requirements reflecting preference for combining into 5 large modules. The motion to approve was passed unanimously.
3. Driver Education is being brought back. The new offering reflects a change of focus onto teaching the course. The motion to approve carried with one opposing vote.
4. Three proposals for Liberal Education were moved together. The Additional tract to get additional course (305 and 306) assumes that students have teaching certificates. Students are already taking the courses and apply at their own risk. The motion passed unanimously.
5. 707 and 708 moves courses out of the discipline that are not accepted from Law/Justice any longer for Political Science majors. The motion received unanimous approval.
6. Proposal of a new theater tract creating a masters degree in music is sponsored by the Theater Department with the Dean's approval. The motion carried unanimously.
7. The committee's report was not provided as hard copy due to the length. It provides an update on the Liberal studies major as well as listing over 500 courses that the Provost's Office wants to de-activate. Contact Kevin Dahm if you would like another copy. There is no particular time frame for responding to the course de-activation issue; the matter will be brought up again at the April meeting.

### B. Technological Resources – Vasil Hnatyshin

1. The Chair has sent a copy of this report to each Chair. He suggests that everyone review the possible tasks. Based upon responses from the members, he will select tasks for the computer competency exam.
2. The Provost has promised to ask for funds for labs and to allocate more for academic expenditures.
3. The answer to the question of who makes recommendations for IWS funding is still unknown.

### C. Promotions- Kathy Ganske.

Twenty-seven candidate portfolios were forwarded by Department Promotion Committees to the various College Promotion Committees in early February. The Senate Promotion Committee process will begin March 2.

Several months ago the Senate Promotion Committee chair expressed concern to the AFT and administration about inaccuracies and inconsistencies reported in the Memorandum of Agreement's description of the 2006-2007 Senate Promotion Committee process and the process for transferring portfolios from college committees to the Senate office. The matter has been resolved, and the promotion document on the Provost's website now reflects this year's process.

## New Business

### A. Resolution on Ethical Conduct of Research- Robi Polikar

1. Committee is working to establish guidelines as the federal government is moving to require certain research standards under HHS.
2. The web-based training program is similar to IRB, but different.
3. Training is required for both internally and externally funded research.
4. Training is not feasible for all students.
5. Training is required only once of all faculty who are doing funded research. The training will generate a certificate.
6. Thesis students will be required to complete the training.
7. All other students will be encouraged based upon the faculty member's assessment of the need. Training may be required at the faculty member's discretion.

This training applies only to faculty research that is funded, not to those applying for funding. There will be two variations: one will be available without charge on the Web, the other will be fee-based. The training is not just for the sciences, but includes all research. The proposal will re-appear in Old Business during the March meeting.

## **B. Resolution on Class Lists in Banner-Vasil Hnatyshin**

The concern about large class attendance using the current Banner system was addressed by the committee. Committee's proposal was presented in writing.

Other concerns were raised including: the problem of not getting feedback on data entered, the problem of making a mistake while entering data, etc. President Newell questioned the practicality of addressing these concerns with one large resolution, stating a preference for several smaller if necessary.

The Chair accepted a friendly amendment to the second sentence to change the wording "faculty time is cheap."

## **C. Resolution on Dismissal/Probation Policy- Susan Tabor**

Chair stated that there has been a longstanding (1998) policy on grades that was upgraded in 2004, but was not implemented. The committee suggested that what was passed be implemented. The Provost went to the deans with the request to change the standard to 2.0 GPA minimum and received consensus about making a change. A concern was expressed from the floor that students should not be playing sports according to NCAA standards, but that the policy does not address the required higher GPA requirement in time. The Chair stated that with warning letters in place, would it help for letters to also go to the coach involved.

Another question was is it possible for students to raise their GPA in the time allotted? The Chair responded that the quickest way for students to raise their average is for them to retake classes. There is a fear that the Provost's solution will be through appeals. Chair stated that the committee is trying to help the students. A suggestion was made that only new major courses are counted towards the GPA at the end of the first year.

The question was raised about whether the Provost Office might pass another policy despite the Senate's passing of this policy. The president reiterated that the Senate's work is always advisory. Comment: The third paragraph states that advisors have the right to register students. It was also noted that there is no time frame. The concern is for the implication in the second sentence of too much responsibility on the advisors. A question was raised about having another level for the appeal process.

Response: The Chair clarified that the committee's intent is that students should check with their advisors when they are on probation.

Friendly Amendment: That the proposed policy keep the first sentence, omit the second and that students must meet with their academic advisor prior to being reinstated.

Motion to Call the Question: The votes concerned whether the body is prepared to vote on the resolution as presented. The vote was 33 in favor, 10 opposed and 3 abstentions.

The Body voted on the resolution as presented with the friendly amendment to be included. The vote was 40 in favor, 1 opposed and 6 abstentions.

The newly proposed policy on dismissal is as amended follows:

### **Academic Standing Policy for Undergraduate Students**

#### **Good Academic Standing**

##### **Definition**

Rowan University has established standards for academic standing which apply to all matriculated undergraduate students as follows: Students who have earned 15 or more semester hour credits and have a cumulative grade point average (GPA) of at least 2.0 are considered to be in good academic standing.

#### **Academic Suspension (for failure to meet basic skills requirements)**

##### **Definition**

Matriculated students must fulfill the basic skills requirements by the time they have attempted 30 credits at the university. Transfer students who enter with 30 or more credits must pass the basic skills requirement by the end of their second semester at the university. Failure to meet this deadline will result in suspension.

### **Procedures**

Students who are academically suspended may not register for regular university level courses in either the summer or academic year terms, but may register for basic skills courses.

Students on academic suspension may not participate in extra-curricular or co-curricular activities sponsored by the university.

Students may be removed from academic suspension at any time by presenting to the appropriate dean or, for undeclared students, the director of Career and Academic Planning, evidence of successful completion of all the basic skills requirements.

Students may not remain on academic suspension status for more than one academic year (Fall/Spring semesters). Students who are not removed from academic suspension after one academic year are subject to dismissal from the university. Exceptions may be made for special programs (e.g., EOF, Specialized Services).

### **Academic Probation (for GPAs falling below 2.0)**

#### **Definition**

At the end of each Spring semester, matriculated students who have earned 15 credits or more and have a cumulative GPA below 2.0 are placed on academic probation. This probationary period begins with the Fall Semester. Students have one academic year in which to achieve a cumulative GPA of at least 2.0. Those who have not attained a cumulative GPA of at least 2.0 by this time will be dismissed from the university.

In addition,

1. Full-time students must attempt 12 or more credits each semester of probation. An attempted credit is defined as credit for any course in which a student receives a grade of A, B, C, D, F, P, S, W, WP, or WF, or IN.
2. Students will be considered on probation until they attain a cumulative GPA of at least 2.0.
3. Summer courses may be taken to help students reach the 2.0 cumulative GPA.

#### **Procedures**

Students will receive a warning letter following any semester in which their cumulative GPA falls below 2.0.

The College Deans or the Director of the Career and Academic Advising Center will notify students when they are placed on academic probation. Such notices will include a requirement that students consult an academic advisor in their college early in the first probationary semester and in no event later than the end of that semester. The Registrar's Office will notify the colleges of students who are placed on academic probation and will note the academic probationary status on the student's academic record.

Students will meet with their academic advisors to develop appropriate plans for achieving satisfactory performance.

Students on academic probation may not participate in extra-curricular or co-curricular activities sponsored by the university. These policies apply to all students.

### **Academic Dismissal**

#### **Definition**

As outlined above, academic dismissal takes place under the following circumstances: Students who have earned at least 15 credits and have been on probation for the academic year (Fall/Spring) will be dismissed from the University. Their dismissal is in effect as of the upcoming Fall Semester.

### **Procedures**

The Registrar's Office will notify the appropriate University offices when students are academically dismissed and will note the dismissal on the student's academic record.

The Office of the Provost will notify students in writing when they are dismissed. The notices will include a statement that registration for the next semester will be cancelled.

Students so dismissed cannot register in either academic year or summer terms, as full or part-time students, nor as non-matriculated students.

Students who have been academically dismissed from the University may apply for readmission through the Admissions Office after one academic year.

Students who have been academically dismissed may not participate in extra-curricular or co-curricular activities sponsored by the university.

### **Appeals Process**

The Office of the Provost serves as the focal point for academic suspension, probation and dismissal. The Office of Associate Provost for Academic Affairs is responsible for the implementation of this process.

1. Written notification of the appeal process and dates will be sent to the student.
2. Student contacts the Dean's Office in the College of their major(s) or the Career & Academic Planning Center for undeclared majors, to make an appointment with the appeal committee.
3. Student completes and returns the Request An Appeal Hearing form with any supporting material.
4. In the case of Academic Dismissal, students who do not appeal and students whose appeal is denied will be dismissed from the University.

Decisions concerning academic dismissal are made independently of decisions governing financial aid awards. Appeals regarding the discontinuance of financial aid must be made to the Director of Financial Aid.

Motion to Adjourn occurred at 11:59 a.m.

Respectfully Submitted,

Julie Mallory Church  
Senate Secretary