

UNIVERSITY SENATE MINUTES
September 29, 2008, 10:50 am, Ed Hall 3091

ATTENDEES: Joe Basso, Mark Berkey-Gerard, Krishan Bhatia, Lori Block, Kate Boland, Joe Cassidy, Bruce Caswell, Doug Cleary, Nadine Connell, Jennifer Courtney, Kevin Dahm, Michele DiCorcia, Tom Doddy, Carol Eigenbrot, Leslie Elkins, Jon Foglein, Bill Freind, Dorie Gilchrist, Roberta Harvey, John Hasse, Karen Haynes, Susan Hersh, Jerry Hough, Olcay Ilicasu, Allison Krufka, Matthew Lund, Midge Madden, Karen Magee-Sauer, Julie Mallory-Church, Douglas Mapp, Mark Matalucci, Donovan McCargo, Phyllis Meredith, Demond Miller, Eric Milou, Bob Newland, Robi Polikar, Clara Popa, Peter Rattigan, Natalie Reaves, Adrian Rusu, Nick Schmelz, Kathleen Sernak, Don Stoll, Pat Alexy-Stoll, Eileen Stutzbach, Cindy Vitto, Jia Wang, Patrick Westcott, Dex Whittinghill, Barbara Williams, Tricia Yurak, Ieva Zake.

NOT IN ATTENDANCE: (Represented by Alternates) Jacqueline Benevento represented by Jim Stiles, Sheri Chinen-Biesen (on sabbatical) represented by Chandrasekhar Vallath, Robert D'Intinto represented by Darren Nicholson, Tanya Santangelo represented by Paul Fitch.

NOT IN ATTENDANCE: Keith Adams, Herb Appelson (jury duty), Michael Banutu-Gomez, Lili Levinowitz, Anne Phillips and Sonia Spencer.

11:00 – 11:20am

1. Approval of Agenda - moved, seconded, approved
2. Introductions of Visitors – Bill Moen, SGA Representative
3. Approval of Minutes from May 2008 (separate file) – moved, seconded, approved
4. 08-09 Senate & AFT Schedule (page 3)
5. Parliamentarian – Eileen Stutzbach – moved, seconded, approved
6. President's Report (page 4-5)

11:20 – 11:35am

7. Open Period: President Farish

11:35 - 11:50am

8. Standing Committees & Task Forces
 - a. Approval of Committee on Committees (separate file – yellow) – Curriculum Committee needs a faculty member from LAS, Tenure and Recontracting Committee needs a professional staff representative. Motion made to accept report with committees/representatives as named, seconded and question about sabbatical committee. Motion passed, committees approved.
 - b. Tenure & Recontracting
 - i. October 7, 2008 - Candidate files due in the Senate office by Noon
 - ii. October 9, 2008 for Professional Staff
 - c. Sabbatical Leave
 - i. October 15, 2008 - Sign up deadline in Senate office for intention to apply
 - d. LOAC
9. Ad-Hoc Committees – motion made to approve two ad hoc committees, seconded carried.
 - a. Senate ByLaws – Bruce Caswell
 - b. Shared Governance – Cindy Vitto, meetings throughout the academic year. RU Engaged, one meeting today. Eric to be a panel presenter. Will have small working groups.
 - c. Online vs Hybrid vs. Web Assisted Courses – contact Eric if interested in serving on such a committee. Number of contact hours for a course is important factor to be discussed.
10. Old Business - none

11:50 – 12 noon

11. New Business – Tim Michener will be asked to attend next senate meeting. Concerns mentioned about bike safety on two-way bike paths, and safety for pedestrians when skate boarders are going by. Need for bike racks mentioned and students parking in lot M-1. There is a new bike rack behind Bunce Hall. Donovan McCargo introduced as new senate representative from the Camden Campus.
12. Adjournment motion made and seconded at approximately 11:55AM

2008-09 SENATE & AFT MEETING DATES					
	AFT Exec 11:30am	AFT	Senate Exec	Senate	Other
September	12-Sep	Sept 8 Welcome Back			
		22-Sep	15-Sep	29-Sep	
October	3-Oct	13-Oct	Wed Oct 15	27-Oct	20-Oct Univ Assembled
November	7-Nov	17-Nov	10-Nov	24-Nov	
December	5-Dec	Dec 9 Holiday Party	1-Dec	15-Dec	
January	23-Jan		26-Jan		
February	27-Feb	2-Feb		9-Feb	
March		9-Mar	Wed Mar 11	23-Mar	
April	3-Apr	20-Apr	6-Apr	13-Apr	27-Apr Univ Assembled
May	8-May	May 4 End of year party	4-May	May 11 9am End of year meeting	15-May Graduation
		18-May		May 20 9am Committee selection	
ALL meetings start at 10:50 am unless otherwise noted					

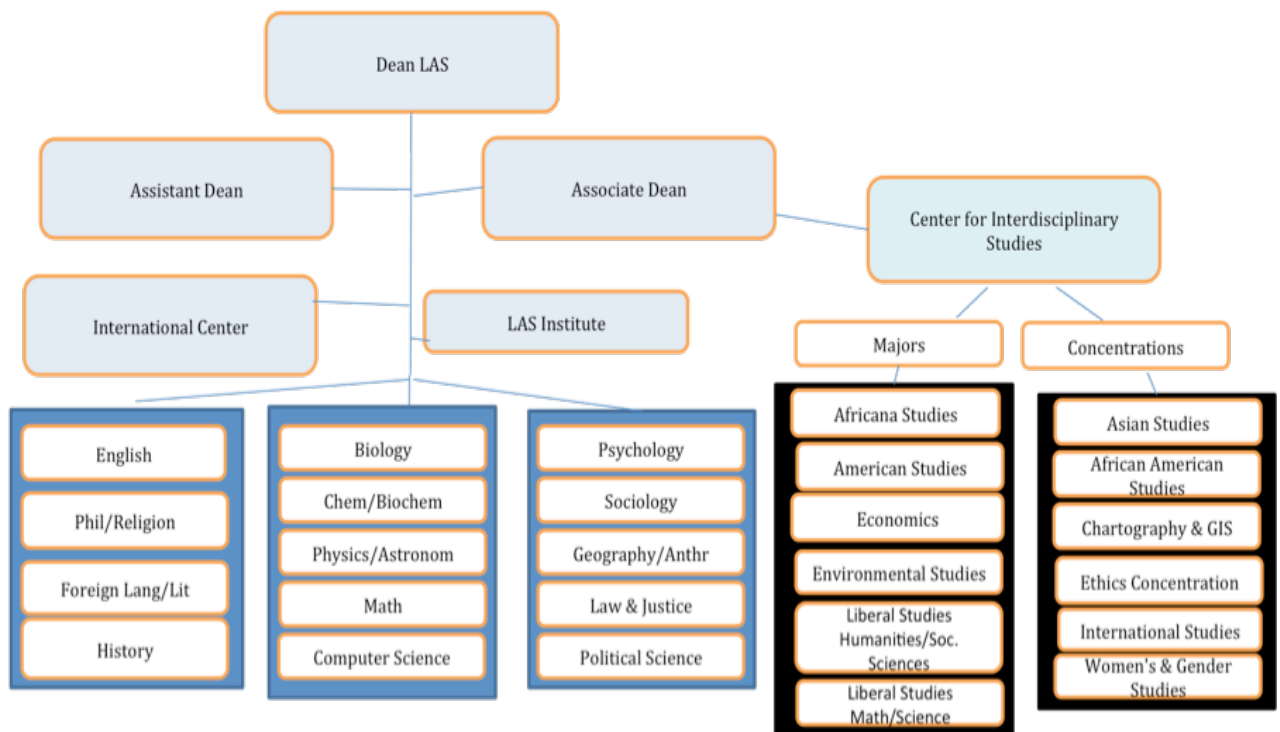
1. Status of 2007-2008 Senate Resolutions (page 6) all 2007-2008 Senate Resolutions have been approved by Provost except two: the Students: Attendance Policy, which has been revised by the Provost and the Prerequisite Waiver Form: adding professor's signature. Senate President and Policy and Procedures Chair is in active discussion with administration regarding a change to item #6 which is under consideration. An amendment to the Pre-requisite Waiver form will be coming through the Senate due to a request by the Foreign Language department.
2. Creation of Interdisciplinary Studies Center (page 7) has been created by Dean Harper within the College of Liberal Arts and Science. Whether or not Exploratory Studies (undeclared students) should be included in the Center for Interdisciplinary Studies will be discussed with the Senate.
 - a. Creation of Exploratory Studies as the academic home for undeclared majors?
3. Provost's Scheduling Task Force (separate file – pink sheet) this is the result of the Provost's Task Force, recommendations for broader discussion. Please circulate in departments to get feedback.
4. General Education Interim Director (page 8) – Don Stoll has been named the temporary, acting, interim director; to gather info about General Education on this campus and how a director could work. Will report to the Provost on how to do it right this time. Will form an Ad Hoc Advisory Committee for input on General Education.
5. Summer School Model Issues – 15 departments made money, 16 departments had losses. One department had 3.2 students average enrollment. 13 students or less is under enrolled. Decision must be made by department chairs of when to cancel if department won't make any money but the university will. This decision can be made up until the start of classes. There will be no change in method of reimbursement for next summer.
 - a. 14 – undergraduate; 7 – graduate to turn a profit
 - b. Empowerment of department chairpersons to make decisions for under enrolled courses
6. T/R Promotion Merge Update
 - a. If the new letter of agreement is approved in the fall, each department will rewrite its criteria to combine T&R and promotion by May 2009. The new department criteria will be subject to a peer review by an ad hoc task force for that purpose. Administration will have final say on the criteria.
7. Laptop Initiative
 - a. The use of laptop or notebook microcomputers during class sessions is permitted, except that the use of this equipment for purposes of audio recording may occur only with the prior approval of the instructor. Also, in those situations where the use of a laptop computer may not be appropriate given the nature of a class session(s), the faculty member may refuse to allow students to use their laptops. University will start closing some of the computer labs when freshmen are required to have their own laptop.
8. Budget Items (page 9) – Provost is sharing budget info by college. Now if college deans would share budget info by departments, then we could match department totals with totals for each college given on page 9.
 - a. Adjunct/Overload 08-09 Budget
 - b. IWS budget data
9. CPCE – check and confirm if your department has actually received this money that CPCE reports that you are getting.
 - a. Spring 08 Report (pages 10-11)
 - b. Summer 08 Report (pages 12-13)
 - c. MoU available online at <http://www.rowan.edu/cpce> under "Faculty Information".
10. Camden Campus White Paper (pages 14-15) – summarizes a lot of what Don Farish just said in his presentation today to the Senate.

11. Library Hours – were reduced, situation was dealt with, and the hours are now reinstated.
12. Bookstore Issues (page 16)
 - a. Saved seats for freshman was not accounted for in Banner and thus bookstore personnel were unaware that class enrollments were actually must bigger than they looked in Banner.
 - b. Classes with “staff” as the professor did not get to Bookstore personnel in a timely manner.
 - c. Bookstore markup is approximately 33%.
 - d. Most importantly, I was assured that for spring, book orders will be placed at close to 100% of the class enrollment.
13. Lindback Award – will be given out in December Senate meeting
14. Priority Registration Proposal (page 17) – take this back to departments and ask them to give/send their feedback to Eric.

Status of 07-08 Senate Resolutions

071126-1	Policy on Manual Entry of Grading	12/7/07 Provost	approved
071126-2	Establishment of Accelerated Dual Bachelor's & Master's Degrees	12/7/07 Provost	approved
071217-1	Public Safety Resolution	informational only	
071217-2	Proposed Changes to University Senate Constitution	12/18/07 Provost	approved
080204-1	Counseling: committee commends efforts in aftermath of October 2007 tragedy	informational only	
080303-1	Curriculum: approval of "Rowan Experience Requirements"	3/12/07 Provost	approved
080303-1	Curriculum: Statewide Transfer Agreement	3/13/08 Provost	approved
080303-2	General Education: Clarifying Comprehensive Statewide Transfer Agreement	3/12/08 Provost	approved
080303-3	Registration: all students register for courses using Banner system	3/13/08 Provost	approved
080512-1	Students: TURNITIN.com	5/19/08 Provost	approved
080512-2	Students: classroom behavior policy	5/19/08 Provost	approved
080512-3	Students: Attendance policy revision	5/19/08 Provost	
080512-4	Recruitment/Admissions/Retention: concerning freshman enrollment increases	informational only	
080512-5	Commuter Rail to Rowan: resolution promoting service	informational only	
080512-6	Prerequisite Waiver Form: add professor's signature	7/8/08 Provost	
080520-1	Academic Integrity Policy	7/8/08 Provost	approved

LAS Organizational Chart



Report of the Ad Hoc Committee to discuss the proposal for a General Education Direction/Coordinator
8/20/08

Present: Eric Milou, Jay Harper, Phil Lewis, Don Stoll, Jim Newell, Cindi Hasit

General Education Issues:

- ∞ No one person is responsible or accountable for general education and its assessment
- ∞ Some of the banks have unclear goals that do not translate clearly into learning objectives
- ∞ No specific objectives in banks or for the newly created Rowan Experiences (with the exception of WI) - not always clear how a course addresses the goals of the banks.
- ∞ Lack of organized assessment

Recommendation: The Provost should appoint an interim director of general education from the faculty

- ∞ Responsibilities:
 - ∞ Investigate and identify issues regarding Rowan's general education program and the assessment of it
 - ∞ Convene and chair a committee to develop/revise goals and measurable objectives for the Gen Ed Banks and Rowan Experience Requirements
 - ∞ Submit a report to the Senate and the Provost by September 2009 addressing the following:
 - Gen Ed Issues that must be resolved at Rowan
 - Progress report for the above-mentioned committee
 - Processes that should be followed e.g. relationship to the Senate committees (curriculum, LOAC)
 - Position responsibilities of director including compensation and structure for general education oversight
 - Budgetary needs
 - Other issues that arise
- ∞ Compensation and Budget for Interim Director
 - The interim director should receive a stipend for fall 08, full release time (12 sh) for spring 09 and a stipend for summer 09.
 - The interim director and the Provost should determine budgetary needs in terms of clerical support, travel/training, and other expenses for AY08-09.

Adjunct/Overload	FY 08 Final	FY 09 Allocation	Increase
Business	\$294,488	\$308,952	4.91%
Communication	\$781,950	\$820,656	4.95%
FPA	\$892,872	\$919,350	2.97%
LAS	\$1,816,957	\$1,908,079	5.02%
Engineering	\$93,325	\$97,843	4.84%
Education	\$892,872	\$919,350	2.97%
TOTAL	\$4,772,464	\$4,974,230	4.23%

IWS Allocations	FY 06 Final	FY 07 Allocation	% of 07 budget
Business	\$24,804	\$20,000	1.90%
Communication	\$13,798	\$13,500	1.28%
FPA	\$36,029	\$42,000	3.99%
LAS	\$81,841	\$89,000	8.46%
Engineering	\$68,063	\$70,000	6.66%
Education	\$23,623	\$25,000	2.38%
Provost	\$173,913	\$158,000	15.03%
Acad Affairs	\$18,738	\$15,500	1.47%
Admin/Finance	\$42,702	\$42,300	4.02%
Student Services	\$218,254	\$229,190	21.80%
Advancement	\$36,402	\$40,500	3.85%
President	\$19,067	\$20,000	1.90%
Univ Relations	\$30,114	\$41,400	3.94%
Instr Tech	\$183,923	\$155,000	14.74%
Network Sys	\$77,056	\$70,000	6.66%
Other	\$9,401	\$20,000	1.90%
TOTAL	\$1,057,728	\$1,051,390	

COLLEGE OF PROFESSIONAL AND CONTINUING EDUCATION

Internal Memorandum

TO: Ali Houshmand, Provost

FROM: Horacio Sosa, Dean

DATE: 18 September 2008

RE: Report on CPCE tuition revenues for spring 08-revised

The tables in this memorandum provide the list of courses offered by CPCE through collaborations with eleven academic departments (four more than in fall 07) housed in three different colleges. Below is a fiscal summary of spring 2008 term (FY 08).

Total tuition revenues	\$387,687
CPCE revenues*	\$319,038
Instructional costs	\$50,579
Departments' net**	\$40,658
Deans' net**	\$28,420
Rowan Foundation	\$63,808
General Fund (President)	\$31,904

*CPCE revenues are tuition revenues minus the following (whichever applies): funds transferred to partner institutions, rental fees, and online operation (during spring 08 CPCE retained 20% of revenues for hybrid courses and 30% of revenues for online courses). The distributions allocated to the departments, deans, etc. are based on CPCE revenues.

**During spring 08 we have operated, where applicable, according to section IV.2.3 of the MOU— sharing of revenues for courses that do not meet minimum enrollment.

COLLEGE OF ENGINEERING									
Department	Type	CRN#	Course Title	Location	HC	SCH	CPCE Rev	College share	Dep share
Civil & Env	G	22527	Sp Tp in Eng Qual Mgmt	Hybrid	21	63	33,768.00	3,376.80	6,056.98
Civil & Env	G	22993	Sp Tp in Eng Eng Inventions	Hybrid	15	45	24,120.00	2,412.00	4,568.63
			Department's total		36	108	\$ 57,888.00	\$ 5,788.80	\$ 10,625.61
Electrical & Computer	UG	23482	Network I	Online	1	2	791.70	79.17	261.26
Electrical & Computer	UG	23483	Network II	Online	1	2	791.70	79.17	261.26
			Department's total		2	4	\$ 1,583.40	\$ 158.34	\$ 522.52
College Grand Total					38	112	\$ 59,471.40	\$ 5,947.14	\$ 11,148.13

COLLEGE OF EDUCATION									
Department	Type	CRN #	Course Title	Location	HC	SCH	CPCE Rev	College share	Dep share
Educational Leadership	D	23426	Org Cultures: Theory/Apps	Brookdale	10	30	21,210.00	1,060.50	1,060.50
Educational Leadership	D	23427	Org Cultures: Theory/Apps	Brookdale	12	36	25,452.00	1,272.60	1,272.60
Educational Leadership	D	23428	Conduct/Analyze Quality Rsrch	Brookdale	10	30	21,210.00	1,060.50	1,060.50
Educational Leadership	D	23429	Conduct/Analyze Quality Rsrch	Brookdale	13	39	27,573.00	1,378.65	1,378.65
Educational Leadership	G	23418	Educational Change	Online	23	69	29,946.00	2,994.60	9,882.18
			Department's total		45	135	\$ 125,391.00	\$ 7,766.85	\$ 14,654.43
Reading	G	23444	Research Classroom Practice	Online	24	72	31,248.00	3,124.80	5,575.24
			Department's total		24	72	\$31,248.00	\$ 3,124.80	\$ 5,575.24
Health & Exercise Science	U	23363	Tchg Concepts: Driver Ed	Main	14	42	15,834.00	1,583.40	1,672.77
			Department's total		14	42	\$ 15,834.00	\$ 1,583.40	\$ 1,672.77
Teacher Education	U	23414	Tchg In Ling Commun I	Cumberland	10	20	3,041.10	456.17	0.00
			Department's total		10	20	\$ 3,041.10	\$ 456.17	\$ -
Special Educational Service	U	23420	Human Exceptionality	Online	20	60	15,834.00	1,583.40	1,511.30
Special Educational Service	U	23421	Differentiated Inst	Online	20	40	10,556.00	1,055.60	1,222.83
			Department's total		40	100	\$ 26,390.00	\$ 2,639.00	\$ 2,734.13
College Grand Total					133	369	\$ 201,904.10	\$ 15,570.22	\$ 24,636.57

COLLEGE OF LIBERAL ARTS & SCIENCES									
Department	Type	CRN #	Course Title	Location	HC	SCH	CPCE Rev	College share	Dep share
Law/Justice Studies	U	23410	Survey Criminal Justice	Main	8	24	5,657.02	848.55	0.00
Law/Justice Studies	U	23411	Criminal Law	Main	13	39	14,703.00	1,470.30	1,299.54
			Department's total		21	63	\$20,360.02	\$ 2,318.85	\$ 1,299.54
Psychology	U	23366	Behav Assess/Measurement	Devereux	10	30	11,310.00	1,131.00	341.33
Psychology	U	23367	Applied Behavior Analysis	Bancroft	10	30	11,310.00	1,131.00	341.33
			Department's total		20	60	\$22,620.00	\$ 2,262.00	\$ 682.66
English	U	23463	Mod American Poetry	Cumberland	10	30	8,760.00	876.00	2,890.80
			Department's total		10	30	\$8,760.00	\$ 876.00	\$ 2,890.80
Philosophy & Religion	U	23412	Religion in America	Cumberland	11	33	5,922.07	1,445.40	0.00
			Department's total		11	33	\$5,922.07	\$ 1,445.40	\$ -
College Grand Total					62	186	\$57,662.09	\$ 6,902.25	\$ 4,873.00

COLLEGE OF PROFESSIONAL AND CONTINUING EDUCATION

Internal Memorandum

TO: Ali Houshmand, Provost

FROM: Horacio Sosa, Dean

DATE: 16 September 2008

RE: Report on CPCE tuition revenues for summer 08

The tables in this memorandum provide the list of courses offered by CPCE through collaborations with ten academic departments residing in four different colleges. Below is a fiscal summary of summer 2008 term (FY 08).

Total tuition revenues	\$564,040
CPCE revenues*	\$500,533
Instructional costs	\$81,760
Departments' net**	\$73,110
Deans' net**	\$44,860
Rowan Foundation	\$100,107
General Fund (President)	\$50,053

*CPCE revenues are tuition revenues minus the following (whichever applies): funds transferred to partner institutions, rental fees, and online operation (during summer 08 CPCE retained 30% of revenues for online courses). The distributions allocated to the departments, deans, etc. are based on CPCE revenues.

**During summer 08 we have operated, where applicable, according to section IV.2.3 of the MOU—sharing of revenues for courses that do not meet minimum enrollment. Such courses are those with \$0.00 in the column “Dep Share”. In these cases the College share is 15% of the net revenues (CPCE revenues minus instructional costs).

Note: The distribution of revenues from doctoral courses through the department of Educational Leadership follows the special Agreement of November 2007 by which courses offered off-campus fall under section IV.A (the department receives 5% of the CPCE revenues), while online courses fall under section IV.B (the department receives 33% minus instructional costs of CPCE revenues).

COLLEGE OF BUSINESS - 27000									
Department	Type	CRN #	Course Title	Location	HC	SCH	CPCE Rev	College Share	Dep Share
Management & MIS	G	30594	Indep Study MBA Internship	Main	1	1	650.00	65.00	8.18
Management & MIS	G	30595	Indep Study MBA Internship	Main	1	1	650.00	65.20	0.00
Management & MIS	G	30463	Electronic Commerce	Online	18	54	23,436.00	2,343.60	2,566.68
			Department's total		20	56	\$ 24,736.00	\$ 2,473.80	\$ 2,574.86
College Grand Total					20	56	\$ 24,736.00	\$ 2,473.80	\$ 2,574.86

COLLEGE OF EDUCATION - 25000									
Department	Type	CRN #	Course Title	Location	HC	SCH	CPCE Rev	College Share	Dep Share
Educational Leadership	D	30522	Conduct/Analys Surv Rsrch	Brookdale	10	30	21,000.00	1,050.00	1,050.00
Educational Leadership	D	30523	Conduct/Analys Surv Rsrch	Brookdale	12	36	25,200.00	1,260.00	1,260.00
Educational Leadership	D	30524	Leadership Seminar	Brookdale	12	36	25,200.00	1,260.00	1,260.00
Educational Leadership	D	30525	Leadership Seminar	Brookdale	10	30	21,000.00	1,050.00	1,050.00
			Department's total		44	132	\$ 92,400.00	\$ 4,620.00	\$ 4,620.00
Foundations of Education	G	30538	Fund Curric Development	Online	26	78	33,852.00	3,385.20	\$7,457.24
			Department's total		26	78	\$33,852.00	\$ 3,385.20	\$7,457.24
Health & Exercise Science	U	30526	Tchg Concept Driver Ed	Main	26	78	27,300.00	2,730.00	5,429.64
			Department's total		26	78	\$ 27,300.00	\$ 2,730.00	\$ 5,429.64
Teacher Education	G	30581	Language Cult/Commun	Camden	15	45	29,250.00	2,925.00	6,261.53
Teacher Education	G	30580	Tchg Biling/Bicul ED :Proc/Prac	Camden	17	51	33,150.00	3,315.00	7,548.53
Teacher Education	G	30582	Tchg ESL:Process/Practice	Camden	9	27	17,550.00	1,755.00	2,400.53
			Department's total		41	123	\$ 79,950.00	\$ 7,995.00	\$ 16,210.59
Special Educational Serv	U	30540	Assess Stds Exceptl Lrn Nds	Online	14	42	10,290.00	800.71	0.00
Special Educational Serv	G	30530	Appl Lrn Theory Sped	Online	25	75	32,550.00	3,255.00	6,866.10
Special Educational Serv	G	30529	Clinic & Fld Exp Lrng Dis	Main	14	84	54,600.00	5,460.00	8,975.40
Special Educational Serv	U	30531	Pos Beh Spt Sys Stu Ex Lr Nd	Online	25	75	18,375.00	1,837.50	2,672.78
			Department's total		78	276	\$ 115,815.00	\$ 11,353.21	\$ 18,514.28
College Grand Total					215	687	\$ 349,317.00	\$30,083.41	\$52,231.75

COLLEGE OF ENGINEERING - 28000									
Department	Type	CRN #	Course Title	Location	HC	SCH	CPCE Rev	College Share	Dep Share
Civil & Env	G	30541	Sp Tp:Managing Engineer Teams	Online	16	48	21,840.00	2,184.00	2,255.30
			Department's total		16	48	\$ 21,840.00	\$ 2,184.00	\$ 2,255.30
College Grand Total					16	48	\$ 21,840.00	\$ 2,184.00	\$ 2,255.30

COLLEGE OF LIBERAL ARTS & SCIENCES - 24000									
Department	Type	CRN #	Course Title	Location	HC	SCH	CPCE Rev	College Share	Dep Share
Law/Justice Studies	U	30528	Intro to Courts	Main	17	51	17,850.00	1,785.00	2,338.05
Law/Justice Studies	U	30527	Drugs/Crime America	Cumberland CC	6	18	5,040.00	247.35	0.00
Law/Justice Studies	U	30537	Theories of Crime	Main	29	87	30,450.00	3,045.00	6,657.53
			Department's total		52	156	\$53,340.00	\$ 5,077.35	\$ 8,995.58
Psychology	U	30570	Family Syst Theory/Fam Thpy	Main	11	33	21,450.00	2,145.00	3,364.58
Psychology	U	30612	Adv Sem Clinic Practice for Child	Main	11	33	21,450.00	2,145.00	3,687.53
			Department's total		22	66	\$42,900.00	\$ 4,290.00	\$ 7,052.11
Political Science	U	30588	Contemp World Problems	Cumberland CC	10	30	8,400.00	751.35	0.00
			Department's total		10	30	\$8,400.00	\$ 751.35	0.00
College Grand Total					84	252	\$104,640.00	\$10,118.70	\$16,047.69

ROWAN@CAMDEN

Education + Jobs = Making a Difference in Camden

"This time of transition in Camden presents us with a great opportunity and a key challenge ... Everyone in New Jersey has an important stake in the revitalization of Camden, and it will take a continuing commitment to hard work ... to bring about success. My administration is making that commitment."

- Gov. Jon Corzine (Press Conference on the Revitalization of Camden – 11/22/06)

Through intellectual, social and cultural contributions, the University enriches the lives of those in the campus community and surrounding region.

- from the Rowan University Mission Statement

Rowan University has been part of the Camden community for over 35 years. In the fall of 1969, Glassboro State College, Rowan's predecessor, opened the Camden Urban Center. Under the supervision of a half-time coordinator, the Urban Center provided space for practicum classes in teacher preparation, meetings for community groups and organizations, and a base of operations for faculty and staff working with Camden City schools and other agencies. In 1984, to bolster the university's continuing commitment to serve the educational needs of Camden's inner-city residents, the Chancellor of Higher Education directed that the Urban Center in Camden become a branch campus of the main campus in Glassboro.

ROWAN@CAMDEN's current offerings include academic majors, general education courses, and ESL¹ and EOF² programs, for a population of nearly 500 college students, the vast majority of whom reside in Camden. In addition, **ROWAN@CAMDEN** provides services for the residents of Camden through its preschool, and its C.H.A.M.P. / GEAR-UP³ programs for middle- and high-school students.

Camden continues to be an impoverished city with a significant population of residents under the age of 18 (35%, compared to 25% for New Jersey), high drop-out rates (Camden High School and Woodrow Wilson High School have drop-out rates ranging from 10.9% to 36.4% compared to the overall statewide range of 1.2% to 3.9%), and with less than 8% of the population continuing their education beyond 12th grade. (Source: New Jersey Department of Education.) Rowan University has determined that it must expand its current programs and services if Rowan is to provide a college education and new jobs for Camden's populace, contribute to the economic revitalization of the city, and offer cultural amenities that currently do not exist. To address the need for cultural offerings, a new initiative is already under way, directed by Rowan's College of Fine and Performing Arts, to bring arts programming into Camden's neighborhoods, schools, churches, and community centers.

In short, Rowan is committed to improving the quality of life for the residents of Camden by providing educational, cultural, and entrepreneurial initiatives as demonstrated in this overview.

Expanding Rowan's Presence

In 2003, Rowan was selected to receive \$5.1 million of nearly \$175 million to be invested by the State to help with the redevelopment of the City of Camden. The Rowan University Board of Trustees agreed to match this figure, and the University made plans to build a new academic building in Camden and vacate its current space now located in a building shared with Camden County College. Rowan contracted with the Camden Redevelopment Authority (CRA) to have them purchase approximately 21 parcels of land at Fourth and Cooper streets as the site of its new building. The contract called for the purchase to be completed by July 1, 2008.

Regrettably, CRA was unable to purchase all of the parcels Rowan needed, in part because one of the parcels was occupied by what was subsequently deemed an historic building. The failure to acquire the necessary footprint of land led to

¹ English as a Second Language

² Educational Opportunity Fund – a program designed for first-generation, low-income college students

³ Creating Higher Aspirations and Motivations Project / Gaining Early Awareness and Readiness for Undergraduate Programs

the decision that Rowan can better serve the City of Camden and the surrounding communities not by focusing on the construction of a new building but, instead, by leasing existing space as needed, allowing the University to utilize its resources to increase academic offerings and grow enrollment. To summarize, Rowan is focused on providing expanded educational opportunities to the people of Camden and not on using those resources to build an architectural monument.

To accomplish this outcome, Rowan proposes to use the \$5.1 million appropriation, matched with a like amount from Rowan's own resources, to add new academic programs and services, and expand the campus to 2,000 students by 2015. The key component of this expansion is new space. Rowan has already begun a dialogue with Dranoff Properties about the leasing and fit-out of approximately 23,000 square feet on the first and second floors of the soon-to-be-developed Radio Lofts building on Cooper Street in Camden's University District. Dranoff Properties has already demonstrated its vision for and commitment to a vibrant Camden, and Rowan is pleased to be an emerging partner with one of the most important developers to invest in Camden in decades.

ROWAN@CAMDEN programs will consist of new undergraduate majors, degree completion programs, graduate degree programs, and continuing and professional certificate programs. Programs will be developed in collaboration with various constituencies within the city:

- ∞ **Expansion of the academic partnership with Camden County College (CCC).** High school graduates will enroll in both CCC and Rowan University (dual admission), selecting a major offered by both institutions. For their first two years they will enroll in approved CCC courses and one Rowan course/semester. Upon obtaining the Associate's Degree and the appropriate GPA students will matriculate into Rowan, complete their major degree requirements and graduate with a Bachelor's Degree from Rowan. This academic partnership allows us to limit the cost of higher education, eliminate curricular overlap, and provide academic support to enable the students to have a successful university experience.
- ∞ **Partnerships with area businesses and institutions.** This will include training the future workforce, for co-op, internship, and full-time employment, offering professional degree programs (e.g., MBA, Master's in Engineering Management, Architecture) and new certificate programs to assist managers and staff (e.g., Healthcare Management, Human Resource Training, Technology and IT) in a variety of modes to meet the needs of non-traditional students, promoting in-sourcing of jobs, providing scholarships to students, and working together to revitalize Camden as a vibrant place to live and work.
- ∞ **Partnerships with Camden City Schools.** Rowan will offer new majors including an undergraduate major and graduate degree in Urban Education and a doctoral degree in Educational Leadership with a focus for education leaders in urban settings. Rowan will also expand its professional development opportunities to the city's teachers. In addition, specific programs will be created for paraprofessionals in the district and specialized services will be developed for high school students in collaboration with CCC, as, for example, 2+2+2 pipeline programs, offering college-level courses to high school juniors and seniors, and providing remedial and college-prep courses and training.

The expanded Rowan presence in Camden and increased partnerships will directly benefit:

- **Youth population**, with pre-college courses, increased access to higher education, programs in the arts, after school activities, entry-level internships, and jobs training;
- **Camden residents**, with alternative pathways to a college degree and other types of academic and professional training;
- **Camden employees/employers**, with programs that offer technical and professional certifications;
- **Camden businesses**, with a new and continuing pool of qualified, trained, and motivated workers; and
- **The overall Camden economy**, by introducing new students, faculty, and staff into the Camden marketplace; by attracting new grants that directly support **ROWAN@CAMDEN** initiatives; and by creating new higher-paying jobs.

Education and jobs brought about by **ROWAN@CAMDEN** will be essential building blocks of a revitalized Camden. Rowan University is proud to have served the City of Camden and its residents since 1969. With the continued assistance and encouragement from the State of New Jersey, Rowan University can maximize its commitment and involvement in the overall investment in, redevelopment, and revitalization of the City of Camden.

Ali A. Houshmand, Ph.D.
Provost
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Departments providing feedback as of 9/14/08:

Communication Studies
Electrical & Computer Engineering
Foreign Languages
Law & Justice
Math
Music
Philosophy & Religion
Psychology
Teacher Ed
Writing Arts

Several departments ran into each of the issues below (arranged by category):**Unprofessional customer service:**

- ∞ Phone calls from instructors met with recorded message; calls not returned.
- ∞ When contact occurred by phone, email, and in person was not cordial.
- ∞ Students have reported to their instructors that the BN staff have been rude with them as well.
- ∞ BN stated that students wanting their texts faster should have pre-paid them.

Insufficient number of books ordered:

- ∞ Insufficient number ordered by BN despite what instructor requested; especially problematic for custom texts.
- ∞ (This problem seems to be worse than in any previous semester.)

Incorrect editions/all required texts not ordered despite instructor requests:

- ∞ BN told students 2 texts were required for course when only 1 was ordered by instructor.
- ∞ BN only ordered 3 of 4 required texts for one course. Instructor, nor department, was notified.
- ∞ B&N ordered substitution texts (e.g., incorrect edition, bilingual) without professors being notified or asked for approval.

Misinformation in store and online:

- ∞ Incorrect course numbers both on shelf and online; not corrected when instructor requested that be done (several times).
- ∞ When instructors realized there were issues with specific courses, the BN website no longer had the order as originally placed.

Unwillingness to work with international publishers:

- ∞ Unsure if international publisher received payment.
- ∞ Bookstore did not want to obtain a foreign book for a major course. Book was readily available on the website of the biggest distributor in Spain. Professor was informed that the publisher was not within the bookstore's distributorship.

Problems with text not being ordered at all:

- ∞ Books not ordered at all by BN despite the instructor submitting the request as instructed.

Inordinate increased cost:

- ∞ BN ordered copying by Xanadu, charging approximately \$26.65 for materials that had previously cost \$8.00 when Rowan duplicating did the work.

Specific questions from faculty:

- ∞ What is the system used to determine how many books BN orders? If BN refuses to order a sufficient number for students, that is a problem.
- ∞ How do we get a more stable website? Some instructors reported their text information disappeared.
- ∞ The old bookstore allowed faculty to check their textbook inventory online; the new bookstore doesn't have such a feature. How do we get this back?

Proposal for Priority Registration – August 26, 2008

Committee Members: Lizziel Sullivan Williams (Chair), Tina Pinocci, Julie Peterson, Joy Solomen, George Brelsford

Reviewed by: James Newell, Albert Betts, Timothy Michener, Joanne Damminger, Joseph Mulligan, Melissa Arnott

Goal

The goal of the Proposal for Priority Registration is to provide a transparent, systematic mechanism for administering priority registration under appropriate scrutiny. Priority registration should be based upon academic needs and standards and not on incentives for participation in student groups/activities.

History

Historically, criteria had not been established to address priority registration. Requests were simply submitted to the Registrar and approved. During registration for fall 2008, 1157 students were given priority registration including students in the Rowan EMS program, PROS, Students with Disabilities, Resident Assistants, students in the Community Policing Program, Admissions Ambassadors, SGA Officers, Athletes, and Honors Students. It should also be noted that IRP occasionally offered priority registration as an incentive to encourage student participation to complete surveys. While this is a generous service to special student populations, the number of those students utilizing the service has grown exponentially. The requests for priority registration have become ones for convenience rather than academic need.

Rationale

Some groups of undergraduate students encounter unusual challenges in our registration system that inhibit their academic progress and threaten their timely graduation. For example, students with physical or learning disabilities may require reasonable accommodations in order to reduce barriers to their academic success. Athletes must fit their class schedules with their practice/competition schedules so that they can make progress toward their degrees as required by the University and the NCAA. Although particular student groups have a genuine need for priority registration for academic reasons, there are other student groups that have utilized priority registration for convenience or as incentive for membership. This proposal suggests a process for priority registration that provides a flexible but transparent approach to these issues.

Mechanism

Each semester, prior to the start of registration, an official, who has responsibility for students who are potentially eligible for priority registration (e.g., Director or Department Chair), will complete an application for priority registration and send it to the Vice President for Student Affairs for approval. The application will include a list of students who are recommended and a rationale for their need for priority registration.

The Vice President for Student Affairs will approve or deny each application and submit to the Registrar a list of students approved for priority registration. If the organization or office requesting priority registration does not fall within the auspices of Student Affairs, the Vice President for Student Affairs will consult with the appropriate Vice President or Provost Office before approving or denying the request. The Registrar will then adjust assignment times for those students who are selected.