

Minutes: December 10, 2002
Bozorth Hall Auditorium

Attendance: Lorin Arnold, Joseph Bierman, Greg Biren, Lori Block, Carl Calliari, Bruce Caswell, Julie Chang, Jay Chaskes, Joe Davey, John Gallagher, Erick Guerra, Harriet Hartman, Cindi Hasit, Donna Cook, Luke Holbrook, Judy Holmes, Don Stoll, Jennifer Kay, Paul Laumakis, Terri Lehr, Denyse Lemaire, Phil Lewis, Jeff Maxson, Stuart McGee, Sandy McHenry, Eric Milou, Janet Moss, Pat Mosto, James Newell, Olusegun Ojewuyi, Joe Orlins, Anne Phillips, Nick Schmelz, Karen Siefring, Kathleen Small, Sonia Spencer, Marian Stieber, Winifred Still, Sandy Tweedie, Cindy Vitto, Hal Vogel, Paris Von Lockette, Stephanie Weidman, Barbara Williams, Abe Witonsky, Tricia Yurak, Zhu Faye

Not In Attendance: Herb Appelton, David Applebaum, Bryan Appleby-Wineberg, Gini Doolittle, Dorie Gilchrist, Tom Hamer, Jim Haugh, Lee Kress, Janet Lindman, Mary Marino, Julie Peterson, Robi Polikar, Edward Smith, Lori Stephans, Robert Sterner, Susan Taber, Skeff Thomas

Note: If anyone was omitted from attendance list, it indicates that you did not sign in. Please notify the Senate office and the minutes will be corrected.

Sabbatical Leave: Martin Itzkowitz

Call to Order: President Cindy Vitto called the meeting to order at 11:00 AM.

Motion to approve agenda, seconded and carried.

Motion to approve minutes of November 19, 2002, seconded and carried.

Open Period:

Phil Tumminia, Executive VP for University Advancement:

-Phil commended Cindy on her exemplary leadership of the Senate.

-The Capital Campaign was conducted privately within the last four years and is now entering its public phase. The campaign has already reached \$19.3 million toward the goal of \$22 million.

- Our fundraising efforts have been helped by the fact that individuals outside the University are impressed by our plans for the future and the fact that those plans, although still open to modification, are in writing. Other factors playing a role in the success of the capital campaign are the significance of the Rowan gift, the Foundation's record of good funds management, our emphasis on delivering a quality undergraduate education at a reasonable cost, and the concern about a possible "brain

drain" from the South Jersey area unless Rowan continues to strengthen its status as a leader in higher education.

-Phil's goal is to increase the participation rate of contributions within the University community. The amount of the contribution is not important; the percentage of contributors is. He encourages everyone to participate in the campaign, because no gift is an insignificant gift.

-Phil was asked about the status of the State's matching funds, and he informed the Senate that the funds have been matched, at least to some extent, last year, with matching funds anticipated this year as well.

Tony Mordosky, Associate Provost, Information Resources:

-The University has been investigating the purchase of an updated information system through its contract with the Gartner Group, Inc., an information technology consulting firm with a specialty in higher education needs.

-The University has reviewed programs from SCT Banner Software, PeopleSoft, Oracle, and Sallie Mae. The companies that seem most suited to meet the needs of the University at this time are SCT Banner Software and PeopleSoft. Although there seems little difference in terms of the functionality of these two systems, SCT Banner has offered us significant cost savings if we make a decision to purchase by December 31.

-The process to implement a new information system will take approximately three to four years. It will be a painful procedure due to the fact that the old system must remain in operation while the new system is being implemented.

- Special sessions have been set up so that the Technology Task Force and the Senate Research and Technological Resources Committee will have an opportunity to evaluate the software. In addition, the entire campus community is invited to demonstration sessions on December 12 and 13. Forms will be distributed in order to receive feedback regarding the software system.

-The main concern expressed by the Senate was that there would not be sufficient, ongoing technology support put into place for faculty and staff. Tony Mordosky has requested a dedicated training room and a full-time trainer for the SCT Banner system, as well as a database administrator and a business analyst, but a few senators expressed concern that this would not solve the technological support problem.

-Tony encouraged the Senate to contact him with any other questions and concerns regarding the new system.

Report of the Senate President:

-The Thanksgiving dinner held at the Newman Center was a great success. Cindy thanked Karen Siefring, Sandy McHenry, George Romeo, and Carl Hausman for their invaluable assistance. The international students were very appreciative of the event, and it would seem that a new Rowan tradition has begun.

-The list of those individuals to serve on the Master Plan Committee will be distributed by the end of this week. The first meeting of this committee will be held on Thursday, February 6, 2003.

-The Senate officers will meet with President Farish during the winter break to set up a process and timeline to continue shared governance discussions.

-Gini Doolittle and James Coaxum presented the Senate Executive Committee with an executive summary on the Rowan New Faculty Project. This project was conducted in order to understand the socialization experiences of new faculty into the academic profession and new faculty satisfaction with the professional climate at Rowan. The Senate officers will be meeting with Frances Johnson, Director of the Faculty Center, to see in what ways the Senate can assist in improving the climate for new faculty.

-The Senate officers met with the Provost and Edie Rusch to look into the possibility of sending out a survey to faculty and professional staff in an effort to find out if they are satisfied with their positions at Rowan; how well Rowan is meeting their professional development needs; what can be done to improve the climate for faculty, staff and students on campus; and how much awareness exists about the Campus Five-Year Plan, Strategic Objectives, and the Rowan Mission Statement. The survey is expected to be disseminated in the Fall of 2003.

Standing Committee Reports:

PROFESSIONAL ETHICS & WELFARE: No report

PROMOTION: Promotion ballots for College Promotion Committees have been sent.

RECRUITMENT, ADMISSIONS & RETENTION: The committee is conducting a survey to collect exit data on students who have left the university. It was noted that the College of Engineering, and perhaps other Colleges as well, have been gathering this information.

RESEARCH & TECHNOLOGICAL RESOURCES: Committee members have been attending meetings regarding the SCT Banner administrative software system.

Jennifer Kay encourages participation in the sessions open to the campus community in order to demonstrate our involvement in shared governance. The committee will meet during final exam week for a summary discussion.

Note: Several senators reiterated the main concern about ensuring sufficient technological support while the new system is being implemented. It is essential that current staff receive the training necessary in order to assist other staff members. Senators also expressed concern about the shared governance process in relation to our voice in determining in what order the various modules of the Banner suite would be implemented.

SABBATICAL LEAVE: Thirty applications for Sabbatical Leave have been submitted for the twenty-four semesters available. The next scheduled meeting is Thursday, December 12.

STUDENT RELATIONS: Karen Siefring, chair of this committee, joined the Senate officers in a meeting with Drew Calandrella to discuss various committee issues: the need for a handbook for advisors of clubs and organizations; the possibility of workshops for current and new advisors, with an emphasis on legal issues, including liability; workshops on diversity for students, faculty, and staff. The Committee is monitoring progress made toward resolving issues of bathroom facilities and security at the 24-hour computer lab site.

TENURE & RECONTRACTING: The Committee met with the Provost on December 2 to finalize the T&R recommendations.

UNIVERSITY BUDGET & PLANNING: The Committee met on November 26. Two items on the meeting agenda included an update on the University's financial situation, which is generally favorable (with anticipation of a break-even fiscal year) and an update of the University's Five-Year Plan. Campus-wide participation is encouraged; anyone with comments or suggestions for the 2003-08 plan should contact Bob D'Augustine or Paul Laumakis, committee co-chairs.

ACADEMIC POLICIES & PROCEDURES: No report

CAMPUS AESTHETICS & ENVIRONMENTAL CONCERNS: No report

CAREER DEVELOPMENT: No report

COMMITTEES ON COMMITTEES: There is a need for a faculty member to serve on the College-level Promotion Committee for the College of Communications.

CURRICULUM: Phil Lewis announced curriculum proposal SCC#01-02-706, Contemporary Sociological Theory. Several College open hearings have taken place within the last few weeks, and there will be approximately 30-40 curriculum proposals for 2002-2003 announced in January.

INTERCOLLEGIATE ATHLETICS: No report

LEARNING OUTCOMES ASSESSMENT: The Committee met on December 4. Jay Chaskes, Roberta Harvey, and Anne Phillips (committee chair) shared with the Committee what they learned from participating in the Middle States Assessment Review Institute.

Unfinished Business:

-Donna Cook reported that the issue of transfer students is an ongoing problem. Many are not prepared when they enter Rowan, and the problems associated with transfers experiencing academic weaknesses need to be addressed.

-It was suggested that the issue of transfer students be addressed at the upcoming Senate Executive meeting on January 21, 2003.

Motion to discuss this issue, seconded and carried.

Announcements:

-Reminder that residence halls will be open through the final exam period; therefore, there is no need to reschedule student exams for residents.

-Final grades should be turned into the Registrar by January 6, 2003. Faculty members who cannot deliver their grades personally should mail them by priority or overnight mail.

-A reminder of the President's holiday open house on December 15, from 1:00 PM to 5:00 PM.

-Faculty are encouraged to take advantage of the following:

*SCT-Banner information system preview on December 12 & 13

*Everyone has been encouraged by President Farish to send comments and suggestions for the next five-year-plan (2003-2008) to the co-chairs of the University Budget & Planning Committee, Paul Laumakis (laumakis@rowan.edu) or Bob D'Augustine (daugustine@rowan.edu). The current plan can be found at www.rowan.edu/draftplan/, and a progress report on our achievement of strategic objectives is at www.rowan.edu/open/irp/StrategicObj.doc

Motion to adjourn at 12:25 PM, seconded and carried.

The next regularly scheduled Senate meeting is January 28, 2003.

**Small Group Breakdown for Shared Governance Discussions
(35 members total)**

Students via SGA: Jen Holdsworth and 3-5 other students of her choice

Maintenance staff via IFPTE: Ray Cibo and 1-2 others*

Support staff via CWA: Mark Showers and 1-2 others*

*At Ray and Mark's suggestion, these two groups will be pooled to work together.

Professional staff via AFT: Nick DiObilda, Julie Peterson, Karen Siefring

Professional staff via Senate: Dorie Gilchrist, Nick Schmelz, Kathie Small

Faculty via AFT: David Applebaum, Harriet Hartman, Phil Lewis, Sandy McHenry, Sandy Tweedie

Faculty via Senate: Luke Holbrook, Jennie Kay, Paul Laumakis, Janet Moss, Anne Phillips, Cindy Vitto

Chairs via Chairs Council: Bruce Caswell, Jay Chaskes, Cindi Hasit, Pat Mosto, Sonia Spencer, Ed Streb

Deans via Deans Council: Eric Clark, Diane Dorland, Don Gephardt, Jay Harper, Jay Kuder, Marilyn Martin, Ted Schoen, Carol Sharp, George Thottam

Cabinet via Cabinet: President Farish, Drew Calandrella, Joe Cardona, Bob D'Augustine, John Finan, Tom Gallia, Helen Giles-Gee, Phil Tumminia

Campus Master Plan Comm: Christy Faison and Joe Orlins, Co-Chairs

Faculty/Coach (14): Nick DiObilda (Education), Bob Fleming (Business), Richard Fopeano (Education), Cindi Hasit (Education), John Hasse (Liberal Arts and Sciences), Luke Holbrook (Liberal Arts and Sciences), Tony Lisa (Athletics) Andrea Lobo (Liberal Arts and Sciences), Pat Mosto (Liberal Arts and Sciences), Joe Orlins (Engineering), Mark Showers (Engineering), Skeffington Thomas (Art), Sanford Tweedy (Communication), Cindy Vitto (Liberal Arts and Sciences)

Professional Staff (3): Jim Anderson, Pat Quigley, Eileen Stutzbach

Managers/Admin. (12): Mary Acciani, George Brelsford, Joe Cardona, Eric Clark, Russ Seagren, Christy Faison, Tom Gallia, Kathy Rozanski, Ted Schoen, Catherine Wilbur, Olivietta Williams, Ed Ziegler

Students (4): Kevin Basden, Scott Moore, Jen Holdsworth, Jennifer Swingle

Others (2): Ray Cibo (IFPTE), Dorothy Stubblebine (Alumni)