

**University Senate Meeting Minutes  
October 20, 2003  
Student Center-221**

**Congratulations to the University Senate on this Special  
Anniversary ~ 35 Years of Service!**

**Senators in Attendance:** Jim Abbott, Herb Appelson, David Applebaum, Bryan Appleby-Wineberg, Lorin Arnold, Joe Bierman, Greg Biren, Lori Block, Bruce Caswell, Julia Chang, Jay Chaskes, Eric Constans, Steve Crites, Joanne Damminger, Joe Davey, Gini Doolittle, Tom Fusco, John Gallagher, Kathy Ganske, Dorie Gilchrist, Jim Haugh, Judy Holmes, Gabriela Hristescu, Karlton Hughes, Martin Itzkowitz, Frances Johnson, Lee Kress, Phillip Lewis, Janet Lindman, Mary Marino, Mark Matalucci, Ellen Miller, Janet Moss, Pat Mosto, Bela Mukhoti, Terry O'Brien, Joe Orlins, Julie Peterson, Anne Phillips, Robi Polikar, Karen Siefring, Edward Smith, Sonia Spencer, Robert Sterner, Cindy Vitto, Barbara Williams, Faye Zhu

**Not in Attendance – Represented by Alternate:** Eric Milou represented by Marlena Herman, Robin McBee represented by Susan Browne, James Newell (in T&R reviews) represented by Mariano Savelski, Eileen Stutzbach represented by Nick Schmelz, Skeff Thomas represented by Susan Bowman

**Not in Attendance:** Carl Calliari, Diane Hughes, Olcay Ilicasu, David Klassen, Kristyn Kuhlman, Denyse Lemaire, Jeff Maxson, Stuart McGee (in T&R reviews), Charles Schultz, Sandy Tweedie, Hal Vogel, Tricia Yurak

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

**Call to Order:** President Cindy Vitto called the meeting to order at 10:50 AM.

Motion to approve agenda, seconded and carried.

Motion to approve minutes of amended minutes of September 22, 2003, seconded and carried.

**Standing Committee Reports:**

PROFESSIONAL ETHICS & WELFARE: Barbara Williams, Chair

-We are reminded by the Provost that sexual harassment complaints are to be addressed to Kathryn Gover, Director of Human Resources, or Richard Williams, Affirmative Action Officer.

-A question was raised about the sexual harassment resource team that used to be in existence so that colleagues and students could seek advice from a team member about the process of making a sexual harassment complaint. Concern was expressed about students having no advocacy under the current system.

-Barbara requested feedback on the current outside employment forms that everyone is required to complete and sign. There has been discussion regarding whether Deans should receive a list of those that have completed the forms so that they can remind individual faculty members to comply by signing and returning the forms. Senators are encouraged to e-mail Barbara with any comments.

-Senators agreed that they would like to see a revision to the current form (i.e., if there is no outside employment or professional licensure in New Jersey, there should be a place to record this information). Quite likely many faculty and professional staff members are not returning the forms because it is not clear that everyone is expected to do so.

PROMOTION: John Gallagher, Chair

-There have been two workshops for the promotion process, with about 15 attendees total.

-Extra handouts are available for those were unable to attend the workshops.

-The deadline to sign up for promotion, October 17, will be held firm by the Provost.

TENURE & RECONTRACTING: James Newell, Chair (reporting for Jim is Mariano Savelski)

-The Tenure & Recontracting Committee began reviewing portfolios today, and that review continues during the time of this meeting.

CURRICULUM: Phillip Lewis, Chair

-There have been 69 curriculum proposals submitted to date.

-The University Curriculum Committee will hold its first open hearing on Thursday, October 23<sup>rd</sup>.

-The curriculum proposals for 2003-2004 are now available on the Senate web page. Click on Curriculum Proposals and then scroll down to current curriculum proposals. All employees can access the proposals by entering their password.

-Curriculum Proposal: SCC#03-04 (CHECK NUMBER)-Women's Studies Advisory Board – a quasi-curricular change so that the structure of this board would mirror the structure of the Honors Program advisory board.

Motion to approve, seconded and carried for approval.

UNIVERSITY BUDGET & PLANNING: Sandy Tweedie, Chair

-No report.

-Cindy Vitto noted that the committee will meet this week and is awaiting the written charge from President Farish following his University Assembled speech in which he asked the committee to identify funds for doubling SBR monies, awarding released time to new faculty for the first four semesters, restoring one-semester sabbaticals to 100% funding, and initiating a Separately Budgeted Service program.

SABBATICAL LEAVE: Janet Lindman, Chair

-The deadline for Sabbatical Leave applications is November 17<sup>th</sup>. Bob Zazzali has not provided us at this point with a list of those who are eligible.

-The 100% salary compensation for a one-semester sabbatical is expected to be restored, although this is not yet certain.

-Those that applied last year and chose to defer their sabbaticals do not have to re-apply. They will be given priority consideration this year. With twenty-four semesters as a total allotment, this year's candidates will be allocated the semesters remaining after last year's candidates have had an opportunity to accept or again defer their sabbaticals.

-A question was raised about recommendations from the Provost's Office regarding changes to the sabbatical process. Vitto indicated that she had forwarded to the Provost the response of the Senate Exec, that proposed changes should take place next year, following more extensive discussion. In addition to discussing the recommendations, we need to clarify the purpose(s) of a sabbatical in order to better guide committee evaluation of applications.

-Because the Senate Exec but not the Senate as a whole had received information about these recommendations, it was requested that the Senate receive minutes of the Senate Exec meeting. (Note: Minutes of the 10/15 Senate Exec meeting are attached to the Senate minutes.)

CAMPUS AESTHETICS & ENVIRONMENTAL CONCERNS: Skeff Thomas, Chair

-No report

-Cindy Vitto reported that David Clowney would like to bring forward a resolution through this committee that either recommends or requires that all future buildings be LEEDS Certified (environmentally sound and energy efficient). The resolution would include the directive that, if approved by the Senate, it should be passed forward to the Campus Master Plan Committee.

-A tree near Bole Hall was removed due to damage by a hurricane and disease.

ACADEMIC POLICIES & PROCEDURES: Martin Itzkowitz, Chair

-The committee met on October 15<sup>th</sup>.

-The committee is examining the issue of pass/no credit and will probably have a resolution prepared by the time of the next Senate meeting.

#### LEARNING OUTCOMES ASSESSMENT: Anne Phillips, Chair

- The committee has met twice and is scheduled to meet with the Provost on October 22<sup>nd</sup>.
- In conjunction with the Middle States Periodic Review Report due next year, the committee is collecting reports from each department and college, due on or before November 3<sup>rd</sup>.
- When Rowan must submit a final report to Middle States five years from now, every department will be able to complete its part if we take time now to address the periodic review report. Anne urged anyone having questions regarding the departmental reports to contact her or the LOAC College representative. Members of the committee have met with Deans and chairs.
- The committee continues to seek a replacement for Barbara Sjostrom to serve as assessment coordinator.

#### RECRUITMENT, ADMISSIONS & RETENTION: Jay Chaskes, Chair

- The committee held its first meeting on October 9<sup>th</sup>.
- The committee has examined the issues being reviewed by last year's committee, and will continue to look at these issues while also setting this year's priorities.
- Two priorities the committee plans to address this year are (1) recruitment of minority students and how that process takes place both here and elsewhere; (2) better coordination of retention initiatives. (This issue is also being addressed by the Enrollment Management Committee; Jay will chair the subcommittee looking into better coordination.)

#### RESEARCH & TECHNOLOGICAL RESOURCES: Garbiela Hristescu, Chair

- The committee held its first meeting on September 30<sup>th</sup>.
- The committee is reviewing an updated Web policy and hopes to forward comments to Tony Mordosky, Associate Provost, before the policy comes before the entire Senate. There is a link to the revised Web policy on the Senate homepage, so senators are encouraged to read through the policy and address comments to Tony Mordosky.
- Faculty are advised to review our current policy because many of us may be in violation of policy without realizing that there are guidelines for faculty web pages. For example, web pages for classes should be ADA compliant.

#### STUDENT RELATIONS: Lorin Arnold, Chair

- The committee held its first meeting on September 24<sup>th</sup>.
- There is continued discussion regarding faculty and students engaging in actions related to moral or political issues and how the University responds to absences for such engagement. The committee will also be discussing the racial flyers that have been distributed on campus.
- The next committee meeting will be held on October 29<sup>th</sup>.

#### INTERCOLLEGIATE ATHLETICS: Rob Sterner, Chair

- There will be a committee meeting on October 27<sup>th</sup>.
- The committee will discuss athletic facilities, and ways to involve more faculty in athletic events.
- The committee would also like faculty to know that the majority of the current student athletes hold a high GPA.
- Rob encouraged anyone having any questions or wanting to submit ideas to please contact him.

#### COMMITTEE ON COMMITTEES: Julie Peterson, Chair

- Julie is currently looking for someone to replace John Gallagher on the Academic Policies and Procedures Committee.

-Jay Chaskes requested that a representative from the Office of Admissions be assigned to the Recruitment, Admissions & Retention Committee.

CAREER DEVELOPMENT: Sonia Spencer, Chair  
-No report

**Other Committee Reports:**

CAMPUS MASTER PLAN COMMITTEE: Joe Orlins, Chair

-The committee has reviewed the plans for the new Fine and Performing Arts Center. Comments regarding the new facility have been passed on to Facilities Planning and will be forwarded to the architects.

-Currently under discussion is a fourth draft of Guiding Principles for the master planning process.

-An open forum is planned regarding plans for construction of the new Education building.

Construction is scheduled to begin in January.

WORLD EDUCATION COUNCIL: Edward (Mickey) Smith, Chair

-Plans are being reviewed to form a Center for International Affairs. Mickey met with the Provost last week, and she is supportive of this effort; in addition, Dean Harper presented this idea before the Academic Affairs Council.

-The World Education Council would like to have feedback regarding the concept of a Center for International Affairs and other international initiatives as well. Anyone with comments or questions should e-mail Mickey Smith at [smithe@rowan.edu](mailto:smithe@rowan.edu).

**Senate President's Report:**

-Cindy Vitto reported that responses to a recent Senate survey regarding a second open period revealed that a majority of responding department chairs were in favor of a revised open period schedule, with a second open period on Wednesday at 10:50 AM. Members of the ad hoc Schedule Committee, however, urged that the schedule be given a fair chance before making a change and that reasons for including a second open period (and when best to schedule a second open period) needed to be examined more thoroughly. The Provost has agreed to wait until we have a more careful evaluation in the spring semester before making any changes to the current academic schedule.

-Departments are reminded that they should take the opportunity to incorporate a common meeting time within their own department schedules for next fall. One way to accomplish this is by selecting a time slot during which only adjuncts teach.

-The Senate Exec has approved a plan to schedule two meetings this fall for special working sessions of the Senate, Academic Affairs Council (Cabinet, Associate Provosts and Deans), SGA officers, and other selected individuals, in order to facilitate communication among administration, faculty/professional staff, and students.

-The first meeting is scheduled on October 31<sup>st</sup>, at 11:00 AM. A second meeting is tentatively scheduled on November 20<sup>th</sup>.

-If senators are not available to attend, they are encouraged to send a representative.

-Rowan will host an open forum to address the future of higher education in New Jersey Wednesday, October 22<sup>nd</sup>, at 4:00 PM in Wilson Hall.

**Open Period - President Farish:**

-The administration is addressing the recent situation regarding inflammatory flyers distributed in two residence facilities. It is not known at this time if there is more than one individual involved.

- Some of the flyers seem to have resulted from a complaint by a student claiming to have been harassed at a local business establishment. She has since recanted her testimony. There may

well have been a real incident, but it was apparently blown out of proportion by sorority sisters who issued flyers warning of a "skinhead" group dangerous to black students.

- The President urged senators to inform him of any information they might receive regarding this problem or any suggestions for better ways of handling the situation. He is trying to be sensitive to the perception that this may be evidence of a larger underlying problem and therefore does not merely want to smooth things over.

-There has been a call from the Governor's office to reorganize the research universities. There are two Vagelos commissions, one having initiated the report calling for a reorganization of the state research universities, and the second dealing with implementation of that reorganization. Roy Vagelos has also been asked to co-chair the Jobs, Growth, and Economic Commission, of which the President is a member.

- A bond issue for higher education is scheduled to be the centerpiece of the Governor's upcoming State of the State address in January. The bond, to be voted on next fall, is estimated to be between \$1.5 and 3 billion. The governor has made it clear that the bond issue is related to reorganization; however, in South Jersey it is not clear which institution represents a research university. Although Rutgers Camden claims to be a research university, in terms of grant dollars we are ahead of them (and this summer we submitted a request for \$390 million in state grants). The Governor has indicated that the bond money will be distributed in three ways: (1) job creation (primarily at the county college level); (2) investment in research infrastructure; (3) capacity building. Without the support of the southern New Jersey legislators, the bond is not likely to be passed. They will not support this bond unless there is assurance that South Jersey will get its fair share. We do not know yet what all of this will mean for Rowan.

#### **New Business:**

- Due to lack of time, the proposed resolution by Jay Chaskes was not discussed at this meeting.

#### **Announcements:**

-The President's office, Senate, and Office of International Student Services will host a Thanksgiving dinner in the Newman Center for students, faculty, and staff who wish to attend. Please let Cindy Vitto know by November 12 if you are interested.

-Remind department members that textbook orders are due by November 1<sup>st</sup>.

-Academic Affairs Open Forum will be held during the open period on November 3<sup>rd</sup>.

-The Senate Executive Committee confirmed Bruce Caswell and Karen Siefring as co-chairs of the ad hoc committee to review the Senate Constitution. Volunteers are still needed to serve on this committee.

**Motion to adjourn, seconded and carried.**