

University Senate Agenda
April 13, 2018, 2:00-3:15 in CMSRU Auditorium

2:00-2:10

1. Approval of agenda
2. Introduction of visitors
3. Approval of minutes from March meeting
4. President's report
 - a. Update on Academic Building and other projects
 - b. Wellness Center fees
 - c. Senate and AFT Calendar for 2018-2019 (separate file)
 - d. Senate Committee Chairs: please submit your reports to Noranne Browne ASAP

2:10-2:45

5. Open Period
 - a. Affordability Task Force (Alison Novak and Christine Larsen-Britt)
 - b. Food Insecurity (Shari Lewis, separate file)
 - c. Rowan Core (Nathan Bauer and Jeff Bonfield)

2:45-3:10

6. Curriculum report (separate file)
7. First reading: Task Force on Degrees and Certificates of the Future (page 7)
8. Second reading: Resolution on Lecturers (page 2)
9. Second readings: Rowan Global policies (Monica Kerrigan, separate file)
 - a. Proposed language for the policy on theses and dissertations re. timing of declaring a committee chair.
 - b. New committee paperwork for declaring a dissertation/thesis committee. Request to modify the paperwork to include Department Chair/Head on the list of approvers.
 - c. Proposed language changes to the reading day and exam policies to acknowledge different calendars for graduate and non-traditional courses.
 - d. Amendment to the charge and members for the Graduate Education and Global Learning Partnership senate committee.
 - e. Proposed revisions to Procedures on Chair Elections (page 3)
 - f. Task Force on First Year Rowan Core Requirements (page 5)
 - g. Resolution on Gender Inclusive Bathrooms Policy (page 6)

3:10-3:15

7. Old and new business
8. Adjournment

Resolution on Lecturers

Although Human Resources considers Lecturers to be Professional Staff, for the purposes of the Senate they will be considered faculty and will have the following rights:

1. They will be counted as faculty members of the departments in which they serve, and will count toward the apportioning of Senators in those departments.
2. They can vote for and serve as the Senators who represent their departments.
3. They can vote for and serve as at-large Senators.
4. They can vote for their Department Chairs. However, they cannot serve as Department Chair.
5. They can vote for the members of their Departmental Tenure and Recontracting and Promotion Committees. However, they cannot serve on those committees.

The AFT will specify whether or not Lecturers will be able to serve on Senate personnel committees (Tenure and Recontracting, Promotion, Sabbatical, and Career Development).

PROPOSED REVISION TO ELECTION OF DEPARTMENT CHAIRPERSONS

Elections for all department chairpersons are to be held during the spring semester. Elections must be in accord with University Senate policy and the State/Union Agreement. All elections must be completed and reported to the appropriate Dean and the University Senate office by April 30. Additionally, all members of the department, including staff and part time faculty, should be notified of the results of the election within 48 hours of the vote.

Only the following are PEOPLE ELIGIBLE TO VOTE:

- All ~~full-time permanent~~ tenured and tenure-track faculty, including those on leave.
- All full-time professional staff assigned to a department, including those on leave.
- All ~~on-going three-quarter time faculty~~ and professional staff assigned to an academic department, including those on leave.*
- Lecturers will be eligible to vote for, but not serve as chair.
- Faculty on full-time alternate out-of-unit assignments are NOT eligible to vote.

Each election shall be by secret ballot and shall “be conducted in a formal, unquestionable procedure so that it will ensure a fair and just expression of each department member’s preference.” The elections are to be conducted by an odd-numbered election committee of the department. This committee will prepare ballots, make all other arrangements necessary for the balloting, EVEN IF THERE IS NO DECLARED OPPOSITION, and open and count ballots at the ballot box.

The ballot box is to be resealed and taken by members of the election committee to the office of the appropriate Academic Dean where it will be stored.

In any department, the election committee may request that a committee of the University Senate supervise election procedures. No member of that committee may be a member of the department conducting the election.

The person receiving a majority (ONE MORE THAN 50 PERCENT) of ALL ELIGIBLE VOTERS of a department shall be declared elected. The term of office for all newly-elected or re-elected chairpersons shall be three (3) years starting July 1st.

In the event that no candidate receives a majority of the votes of those eligible, a run-off election will be held. This could be the case if:

- * There is an election of three or more candidates, in which case the two candidates receiving the greatest number of votes will participate in the run-off election.
- * There is an election of two or more candidates and they receive an equal number of votes. In this case, a run-off between the same candidates will be held. This may be repeated in the case of another tie, or the department may vote to have the Dean or Vice President/Provost appoint a temporary chair as detailed below.

In the event that an election result is contested, or called into question by a department member, upon his/her formal written complaint to the Vice President/Provost within ten (10) days of the election, the Vice President/Provost or the appropriate Academic Dean will, in the presence of the complainant and the department election committee, re-open and cause to be recounted the ballots cast in the election. If this does not satisfy the

complainant, the Vice-President/Provost may call for another election, which will then be held under his/her supervision. The Vice President/Provost may request that the University Senate also send a representative to aid in conducting the election. The Vice President/Provost may not in any way attempt to influence the outcome of this election. The Vice President/Provost's sole concern will be with the election procedures. No further appeals may be made following this election.

If a chairperson cannot be elected from among department members, the department may seek a chairperson outside the immediate department. In the event the department is unable to elect a chairperson, the department may then, by simple majority, vote to have the appropriate Academic Dean or the Vice President/Provost appoint a temporary chairperson for no more than one (1) year.

In the event that a chairperson resigns before the end of his or her term an election will be held according to the guidelines above. The person elected will then serve out the remainder of the term of the departing chairperson. In the event that a new department is created, a chair will be elected immediately from among the members who will constitute that department, and that chair will serve for three years. In the event that a new department is created from a merger or restructuring of two or more departments, a chair will be elected immediately from among the members who will constitute that department, and that chair will serve for three years.

~~*Ongoing three-quarter time faculty who fill one-year temporary positions WILL BE eligible to vote. Temporary three-quarter time faculty who fill ongoing three-quarter time positions WILL NOT be eligible to vote.~~

Task Force on First Year Rowan Core Courses

In the Fall of 2016, the University Senate approved the creation of a Task Force on Diversity and Inclusion in the Rowan Core, which was charged with investigating how issues relating to Diversity and Inclusion could best be incorporated into the Rowan Core curriculum. That task force will be supplanted by a task force that seeks to examine whether first year students should be required to take a two semester experience that incorporates both diversity and inclusion, and other topics or subjects they find important. The goal is to develop an educational experience that will set Rowan apart from other institutions.

The task force should:

- Examine how other colleges and universities have implemented first year general education requirements, including requirements for diversity and inclusion
- Examine how existing courses might satisfy these requirements
- Develop and establish a standard for diversity and inclusion proficiency in Rowan Core
- Investigate the syllabi of existing courses to ensure they meet the established standard
- Examine if new courses need to be developed to meet the standards
- Consider staffing and training requirements, including the numbers of faculty
- Investigate existing and desirable campus resources to support the curricular and co-curricular advancement of diversity and inclusion
- Investigate the fiscal impact of potential changes
- Ensure the course (or courses) do not violate the Lampitt Law
- Determine how the Rowan Core would need to be modified
- Ensure the course (or courses) do not slow the time to graduation

The task force membership will include:

One representative from College of Communication & Creative Arts:
One representative from the College of Business
One representative from the College of Engineering
One representative from the College of Science & Mathematics
One representative from the College of Performing Arts
One representative from the College of Education
One representative from the College of Humanities & Social Sciences
One representative from the School of Earth and the Environment
One representative from the School of Health Professions
One representative from the Office of Social Justice and Conflict Resolution
Chair of the Rowan Core Committee
Director of the Office of Social Justice, Inclusion, and Conflict Resolution
One representative from the Senate Diversity Committee
Four students

Timeline: The task force should convene no later than September 15, 2018 and submit their final recommendations to the Senate by September 15, 2019.

Gender Inclusive Bathroom Policy

Purpose

The purpose of this policy is to affirm members of the Rowan University campus community including students, staff, faculty, and visitors in their right to safety, comfort, and respect in accessing campus facilities.

Accountability

At the direction of the President, the Sr. Vice President of Facilities, Planning and Operations, the Vice President for Student Life, and the Dean of Students shall implement this policy, and the Chief Equity Compliance Officer/Title IX Coordinator shall ensure compliance with this policy and address any complaints that may arise.

APPLICABILITY

This policy is applicable to all students, faculty, staff, and guests at all campuses of Rowan University.

Definitions

Gender - the socially and culturally constructed performances associated with masculinity and femininity.

Gender expression – the external presentation of gender to the world in and through dress, mannerisms, hairstyle, facial hair, etc. Gender expression may be used in an attempt to determine the gender/sex of an individual. However, gender expression may or may not coincide or indicate gender identity as a person's gender expression may not always match their identity.

Gender identity - A person's sense of self as masculine, feminine, both, or neither regardless of external genitalia or chromosomal, genetic constitution.

Policy

Rowan University affirms its students, staff, faculty, and visitors in their right to safety, comfort, and respect in accessing campus facilities.

To this end, Rowan University community members have the right to use, without harassment or questioning, the gender-designated multi-stall or gender-inclusive single-stall bathroom facility that reflects their gender identity or gender expression.

Attachment

Single-stall, gender-inclusive restrooms are available in many buildings across campus. A map locating these facilities [can be found here](#), or by visiting [the Resources page](#) for the LGBTQIA+ Center through the Office of Social Justice, Inclusion, and Conflict Resolution.

Task Force to Create Paths to Degrees of the Future, rev 1, 4/13/18

In the US, the number of 18-21 year olds is dropping, and in 2025 their numbers will plummet as a result of the lower birth rates during the financial crisis that began in 2008. Additionally, the cost of a four year university degree shows no signs of decreasing, as state and federal appropriations remain stagnant at best.

Consequently, this task force is charged with developing ways to provide a variety of flexible degrees and certificates that can serve the needs of traditional and non-traditional students alike. Specifically, the task force should:

- Examine what degrees are currently offered at both the university and our RC partners that could serve the needs of non-traditional students.
- Evaluate the changing educational and labor systems and develop new degree programs, including recommendations for faculty hires.
- Determine what services and personnel will be required, and at what locations they should be located, to ensure these students can succeed.
- Ensure that many of these degrees are “stackable,” i.e., that a student could get an AA or AS at a county college, then pursue one or more CUGS, then complete a BA or BS.

The Task Force will be headed by a Chair, and will consist of three sub-committees:

1. Allied Health and Health Services

- One representative from each college, including HES and Earth and Environment
- One representative from the Nursing Department
- At least one representative from CMSRU
- At least one representative from SOM
- One representative from RCGC
- One representative from RCBC
- One representative from Rowan Global

2. Business and Technology

- Three representatives from RCOB
- Three representatives from College of Engineering
- At least one representative from Computer Science
- At least one representative from IRT
- One representative from Foreign Languages
- Two faculty or professional staff members from other departments
- One representative from RCGC
- One representative from RCBC

- One representative from Rowan Global

3. Social Work, Law and Justice, and Human Services

- At least one representative from Law and Justice
- At least one representative from RCOB
- At least one representative from Education
- One representative from HR
- Five other faculty or professional staff members
- One representative from RCGC
- One representative from RCBC
- One representative from Rowan Global

Timeline: Committees should meet before July 1. All work should be completed by June 1, 2021, but this should be a sequential process in which certificate and degrees are developed and implemented as they are completed.

University Senate Minutes

March 9, 2018, 2:00-3:15 in Rowan Auditorium

2:00-2:15

1. Approval of agenda-motioned, seconded, approved
2. Introduction of visitors -Bethany Raiff, Alison Novak, Emily Blanck
3. Approval of minutes from February meeting-motioned, approved
Amended-Jordan Howell attended Feb Meeting as visitor
4. President's report
 - a. April 13 Senate meeting at CMSRU-Park in main parking lot for Cooper Hospital
(We will provide parking vouchers) Main Auditorium.
 - b. Active shooter training: Mon 3/12 from 9-12 Student Center Rm 221.
-Public Safety will do building specific training if you want (contact Mike Kantner)
 - c. Active shooter reference guide: --
<https://www.dhs.gov/sites/default/files/publications/active-shooter-pamphlet-508.pdf>
 - d. "Kidnapping" rumors
-Two rumors merged together-attempted kidnapping in Deptford and Religious Group on Rowan Blvd
 - e. Curriculum and T & R software
-Working with Hyland for workflow software. Hoping January 2019 will ready for curriculum. Slow rollout for T & R usage.
 - f. RIMS Issues
-Rowan Identity Management System (creates organizational charts)
Q-Will I lose Open Area access if my RIMS isn't updated?
A-Bill will get more details
A-All you have to do if push acknowledge button
Some faculty have gotten locked out, Bill will look into this.
If locked out of Blackboard, email Eileen Stutzbach

2:15-2:45

5. Open Period, Lorraine Ricchezza, Assistant Vice President, Academic and Student Affairs and Melissa Perry-Graduate Studies Coordinator-Rowan Global

-See PowerPoint sent by Bill 3/10/18

-Rowan Global-10 years within Rowan University

-Rowan Global is responsible for Academic Programs in the Camden Campus Building

-Office of Adult and Experiential Learning Center

-Offsite Programs operate on a Master Schedule

-Rowan Global works closely with the Provost's Office and Graduate Advisory Council (GAC)

-You can speak with your GAC representative about issues and concerns with your graduate program.

-Developing a Newsletter to be more communicative with the rest of the university

-Special Initiatives-High School and dual credit programs (LEAP Academy)

-\$275,000 Grant from NJ DOL-NJ Regional Talent Network for Construction and Utilities for Southern NJ

-Disney College Program-offering a course that pairs with the program. Mentoring students through the application process.

-Rowan Global employs 3 undergraduate academic advisors for RCBC, RCGC, Camden, Online, Hybrid, and Offsite students.

-Winter and Summer Session-Marie Dionisi, Coordinator

-In house Academic Program Review Portal (ARP)-new programs, program updates and changes (contact person, entry point, course changes, curriculum, etc). Portal informs Marketing Team and Website.

-Need web ticket for website mistakes (contact Melissa Perry)

-Fall 2018-148 students entering senior year at RCBC at Mt. Laurel Campus. Over 200 students will be taking classes at RCBC in Mt. Laurel. Offering Psych, Law & Justice, Computing & Informatics, Nursing, Biology, and Liberal Studies.

-M.A. in Urban Education-meets the needs of working adults in Camden (NJTOPP). NJ School teachers receive a discount.

Q-Can you comment on the idea of not overlapping programs with the RC's and Camden?

A-When these program decisions were made, they were made to fit with the county college's preexisting programs. New programs will be developed at RCBC and RCGC through the Work & Learn Consortium and be degrees in demand for certain fields.

Q-Who made these decisions?

A-The President and upper administration

Q-What is your recommendation for developing a 3+1 program, so we don't overlap?

A-Just contact Rowan Global and they can work with you and represent you at RCBC and RCGC.

Q-How will these offsite programs be impacted by Rowan Core and Middle States Assessment?

A-We will change course guides for these programs.

Q-Can you please provide a definition of degree completion and how that interfaces with the University's existing programs?

A-The term degree Completion is synonymous with transfer students. Students who have accumulated college credits and/or prior experiences. Still must meet the residency requirement of 30 credits. Many of the degree completion students are adults or non-traditional students (over 25, working, have financial need).

Q-Does Global own any programs?

A-The academic colleges own the programs. Rowan Global administers the programs.

2:45-3:10

6. First reading: Resolution on Lecturers (page 2)

Q-Can it be more explicit that the Lecturers can vote in Department Chairs?

A-Will be revised and presented to Senate Executive.

7. First readings: Rowan Global policies (Monica Kerrigan, separate file)

a. Proposed language for the policy on theses and dissertations re. timing of declaring a committee chair.

b. New committee paperwork for declaring a dissertation/thesis committee. Request to modify the paperwork to include Department Chair/Head on the list of approvers.

c. Proposed language changes to the reading day and exam policies to acknowledge different calendars for graduate and non-traditional courses.

APP concurs with this change in language

d. Amendment to the charge and members for the Graduate Education and Global Learning Partnership senate committee.

Curriculum

Process E

17-18-2.003-motioned, approved

17-18-6.001-motioned, approved

17-18-7.009-motioned, approved

17-18-8.015-motioned, approved

17-18-8.050-motioned, approved

3:10-3:15

7. Old and new business

Last meeting we talked about COE making changes without going through the curricular processes.

-They will go through the curricular process in the Fall 2018.

Online attendance policy. CCAS proposed an Incomplete Policy. AP&P will need to finalize a university wide policy to stay consistent.

Can we look into having online way to change IN grades to the student's earned grade after completing work?

8. Adjournment 3:19