

<p style="text-align: center;">University Senate Agenda March 9, 2018, 2:00-3:15 in Rowan Auditorium</p>
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2:00-2:15

1. Approval of agenda
2. Introduction of visitors
3. Approval of minutes from February meeting
4. President's report
 - a. April 13 Senate meeting at CMSRU
 - b. Active shooter training: Mon 3/12 from 9-12 Student Center Rm 221.
 - c. Active shooter reference guide:
<https://www.dhs.gov/sites/default/files/publications/active-shooter-pamphlet-508.pdf>

- d. "Kidnapping" rumors
- e. Curriculum and T&R software

2:15-2:45

5. Open Period, Lorraine Ricchezza, Assistant Vice President, Academic and Student Affairs

2:45-3:10

6. First reading: Resolution on Lecturers (page 2)
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.
 - d. Amendment to the charge and members for the Graduate Education and Global Learning Partnership senate committee.
8. Curriculum report: Marci Carrasquillo (separate file)

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).

University Senate Minutes
February 16, 2018, 2:00-3:15 in Rowan Auditorium

2:00-2:15

1. Approval of agenda-motioned, seconded, approved
2. Introduction of visitors-Drew Kopp, Grace Fillenwarth, Kaitlin Mallouk
3. Approval of minutes from November and December meetings-motioned, approved
4. President's report
 - a) Evaluations for online courses (Bonnie Angelone, separate files)
 - Taskforce looking at online course observations (has been in the works for about a year). Rowan Global is incorporating this into online courses. An automatic email will go out to chair to obtain an observer for evaluation. Instructor fills out pre-conference form, lays out one week period for observer to look at course (rec. for after week 3). There is a peer review guide for online courses. A post-conference talk is recommended as well.
 - Q-Who can see the observation after is done?*
 - A-It goes directly from observer to the candidate*
 - Q-Can you clarify actual vs virtual office hours?*
 - A-Discuss during pre-conference meeting*
 - Q-How soon do you want this to go live?*
 - A-We are piloting it online this semester. By fall this will be built into canvas and available for all online courses.*
 - Q-Who determines who will be doing the observations?*
 - A-The department chair will be receiving the request and will go through the usual evaluator assignment process.*
 - b) Dana Redd named CEO of Rowan University/Rutgers-Camden Board of Governors
Comment-This job was obviously not advertised. This salary is very high
 - c) Curriculum software
BOT approved the funds for work flow software that includes curriculum software
 - d) Recontracting for lecturers
AFT is now negotiating this. Timeline is also being developed.
Q-What would the evaluation look like?
A-Work in progress

e) Online SIR IIs

ETS may provide online version. This is cheaper and more effective, would need to be coded.

f) Replacement computers

They supposedly on a ship from China. Will be here soon.

g) Board of Trustees resolution on soccer fields

Company is seeking finance, we will not have a firm plan until this happens.

Fields will be on the North side of 322, which means the Tech Park will need to be relocated.

h) Barnes Award: Please submit nominations to the Senate Office on or before noon February 26, 2018

i) Freeware in labs and classrooms

New Senate Conference (old RCA Museum) has card swipe for access. Please lock door and move furniture back if you've moved it.

2:15-2:45

5. Open period: Joe Scully, Senior Vice President for Finance/CFO; Christine Brasteter, Senior Director, Procurement. Amy Fazio VP of Finance

Issues around purchasing decisions. New rules will be coming out that will affect some basic processes.

90 percent of what the department does is driven by state rules. With the research designation, many things have changed.

As a general rule, anything over \$33,300 has to go out for an open public bid (there are some exceptions). The cap is an aggregate for the University for the fiscal year. We would like 60 days (but may be able to use 30 days) to navigate this process. You can provide very detailed expectations and specifications.

The exception may be "Sole Source" meaning there is only one vender that can provide the goods or service, but you must provide a detailed explanation (this goes up to \$400,000, above this amount, it must go to the BOT). Other exceptions are on the Procurement Website (How to purchase goods of services) or you can call and ask.

State Compliance. \$4900 the business has to do the NJ Business Registration. \$17500 or more (NJ Pay to Play), the business has to disclose their political contributions.

Uniform Guidance-Federal regulations that will affect grant monies and other monies (you must take the most stringent set of rules and apply them-usually the State of NJ rules).

Q- Can we use Amazon?

A-They originally would not do the BRC and could not provide info for the NJ Pay to Play

2:45-3:10

7. Second reading: Parental Leave Task Force Report (Kaitlin Mallouk, separate file)
New Leave Policy Proposal.

Q-What does this do to the tenure clock?

A-People would still have the option to stop the clock.

Q-Does this include paternal leave?

A-This covers all parents

Q-What is the next step in this process?

A-We will advance this up the ranks for HR and Bob Zazzali's desk.

Q-Do we have a timeframe?

A-Not yet.

Motioned to move this forward-Motioned, Approved

8. Evaluations for online courses (Bonnie Angelone, separate files)

9. Curriculum report (Marci Carrasquillo, separate files)

Process Q

17-18-2.013-motioned, approved

17-18-6.016-motioned, approved

17-17-11.018-motioned, approved

17-18-4.012-motioned, approved

Process F

17-18-4.013- motioned, approved (2 abstention)

Q-What does "degree completion" actually mean?

A-We need to check for clarification

Q-Do we know if this would impact any other departments? Should we have letters of consultations from RCBC?

17-18-4.005-motioned, approved (2 abstentions)

17-18-4.008-motioned, approved

17-18-10.001-motioned, approved

17-18-11.019-motioned, approved (1 opposed)

17-18-2.006-motioned, approved

Process E

17-18-2.007-motioned, approved

17-18-1.008-motioned, approved

17-18-2.022-motioned, approved

17-18-2.023-motioned, approved

17-18-2.024-motioned, approved

17-18-7.02-motioned, approved

17-18-8.005-motioned, approved

17.18.10.025-motioned, approved

17-18-11.013-motioned, approved

Q-How do we have a standalone education degree approved without going through the curriculum process?

A-We need to look into this

3:10-3:15

10. Old and new business

Adjournment-3:16 pm