

University Senate Agenda February 1, 2019, 2:00-3:15 in Boyd Recital Hall
--

**2:00-2:15**

1. Approval of agenda
2. Introduction of visitors
3. Approval of minutes from December meeting
4. President's report
  - a. Update on changes in administration
  - b. Update on Faculty Center
  - c. Senate Curriculum Deadline Change: The Spring deadline to submit curriculum proposals to the Senate Office has been extended to Monday, February 18, 2019. Rowan Core proposals are due Friday, March 8. Please make sure your proposals are correct.
  - d. External reviewers for tenure: faculty center will be holding a Q&A on Wednesday February 6, 9:30 to 10:30 am, Memorial Hall, room 169.
  - e. Update on SIR IIs
  - f. Update on curriculum software
  - g. Issues with RIMS
  - h. Update on replacement Macs
  - i. Please book meetings in 25Live
  - j. No scheduled classes during reading day
  - k. Student Medallions: if departments have not received the Medallion email, contact Esther Mas Serna, [mas@rowan.edu](mailto:mas@rowan.edu) and Asi Nia-Schoenstein, <schoenstein@rowan.edu>
  - l. Donna Ennis' part-time replacement: Nancy Huizenga ([huizenga@rowan.edu](mailto:huizenga@rowan.edu))  
Office hours: M: 8:30-3:30  
T: 7:30-3:30  
W: 7:30-3:30  
Th: 7:30-11:30, 12:30-4:30  
F: 8:30-3:30

**2:15-2:55**

Open period:

5. Terri Drye, Vice President of Human Resources
6. Jeff Hand, Senior Vice President, Student Affairs

**2:55-3:15**

5. Second reading: Drone policy (Eddie Guerra, page 3)
6. Second reading: proposed changes to Senate Committees (page 10)
7. Interim policy on credit hours (page 15)
8. Ad hoc committee on Sustainability (page 19)

9. Procedure for Online Peer Observation:  
<https://docs.google.com/document/d/1i8dVrO3T1fQrF36rRBjjMnVV-E0TXsJChi7VmDSqXal/edit?ts=5c507816>
10. Old and New business
11. Adjournment

## ROWAN UNIVERSITY INTERIM UNMANNED AERIAL SYSTEMS (DRONE) POLICY

Title: Unmanned Aerial System (Drone) Policy—Rowan University

Date: January 29, 2019

### **Purpose:**

Rowan University supports the educational uses of unmanned aerial systems (“drones”) across its campuses and facilities. The University also recognizes the risks posed by drones to students, faculty, staff, the public and property. This policy offers guidance to operators of drone technology on Rowan University campuses and property.

### **Scope:**

This policy applies to all members of the University community, including, but not limited to, faculty, staff, students, clubs, organizations, vendors, and any other individuals who are operating a drone as part of their employment or as part of any university-related research or activity. This policy also applies to any person or entity not affiliated with the university that operates a drone on university property, including recreational and non-recreational drones. This policy does not apply to Public Safety or any government agencies responding to emergency situations.

### **Federal and State Regulations:**

All drone operators must comply with Federal Aviation Administration (“FAA”) regulations governing drone usage. Where applicable under federal law, some drones in a certain weight class must be registered with the FAA. While operating such drones on Rowan University premises, the operator must comply with Part 107 or Section 336 Operating Rules of FAA regulations, located here: [https://www.faa.gov/uas/getting\\_started/part\\_107/](https://www.faa.gov/uas/getting_started/part_107/) and [https://www.faa.gov/uas/getting\\_started/model\\_aircraft/](https://www.faa.gov/uas/getting_started/model_aircraft/) and possess, if required, the relevant Certificate of Aircraft Registration. Additionally, operators must comply with the requirements of all New Jersey and municipal laws on drone usage. Specifically, N.J.S.A. 2C:40-27, *et seq.* and § 432-2(C)(1)(y) of the Glassboro Municipal Code prohibiting drone usage in the Town Square property.

### **Indoor Usage:**

Indoor uses of small drones are permitted only for research and teaching purposes and must be done with appropriate faculty oversight. Indoor operation is permitted only once responsible faculty have determined that the proposed space is suitable for such experimentation and approval of the Department Chair and Public Safety have been obtained. Operators must exercise reasonable care and safety while operating indoors to ensure the safety of others and protection of property. Students and student groups wishing to operate drones must obtain the sponsorship of a faculty member and the permission of the member’s department chair or head.

### **Outdoor Usage:**

Outdoor uses of drones for research, teaching, or operational activities of the University may be proposed by members of the University community but operators must receive advance written permission from their respective Department Chairs and Public Safety. Additionally, Public Safety must be notified of any instance of drone operation *prior to the operation of same*. All outdoor drone operations must comply with FAA flight regulations for drones, such as flying under height ceilings, flying within a visual line-of-sight, flying in clear visibility, and flying in a manner that does not endanger the safety of others or property. Students and student groups wishing to operate drones must obtain the sponsorship of a faculty member and the permission of the member’s department chair or head.

**Review/Permitting Process:**

All outdoor and indoor uses of drones must be reviewed and approved by Deans, Department Chair or Head, and Public Safety. Requests can be submitted for single-time operations or reoccurring operations of drones. All operators wishing to operate drones on Rowan University property complete the Rowan University Unmanned Aerial System (Drone) Permission Request Form which is available from Reed Layton, Senior Director of Public Safety, at LaytonR@rowan.edu, (856) 256-4506. Permission will be granted at the discretion of the above-described approval authorities and Public Safety, taking into consideration safety concerns and all other appropriate factors. Approval of all operation requests will be reviewed in a timely manner.

**No Drone Zones:**

- No operator is to operate a drone over any University-controlled sporting facility or event while the facility is being used, including, but not limited to, the Richard Wackar Football Stadium and the Baseball Fields, the Soccer Fields, and the Tennis Courts, except by advance written permission from Public Safety.
- Drones outfitted with cameras are not to be operated in or around any University-controlled housing, including student dorms and apartments without advance written permission from Public Safety.
- Drones shall not be operated in a manner to harass, annoy, or pester any individual on Rowan University premises.

**Unauthorized Use:**

Failure to comply with federal and state regulations and this policy may result in disciplinary action and could additionally lead to local, state, and federal civil and criminal penalties. In New Jersey, it is a criminal offense to operate a drone while intoxicated. N.J.S.A. 2C:40-28(e). It is also a criminal offense to operate a drone in a manner that interferes with a first responder's responsibilities. N.J.S.A. 2C:40-28(c). Unauthorized drone operation on University property may result in appropriate student or faculty discipline.

**Updates to Policy:**

This policy may be updated in writing as necessary or appropriate in light of institutional experience and external regulatory changes.

**Applicant:**

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Flight Information:**

Date(s)/Time: \_\_\_\_\_  
Location<sup>1</sup>: \_\_\_\_\_  
Purpose: \_\_\_\_\_

**Drone Information:**

Size of Drone: \_\_\_\_\_  
Description: \_\_\_\_\_

**Comments:**

---

---

---

---

---

---

<sup>1</sup> No drone flight will be authorized over a University-controlled sporting facility while the facility is in use for sporting or other university-related activities including, but not limited to, Commencement events. Additionally, drone flights will not be authorized in or around any University-controlled housing.

**Faculty Sponsor:**

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Email: \_\_\_\_\_

**Department Chair/Approval Authority:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

All questions should be directed to Reed Layton, Senior Director of Public Safety at [LaytonR@rowan.edu](mailto:LaytonR@rowan.edu), (856) 256-4506.

## **Proposed Changes to Senate Committees**

**Note:** Most of the changes here formalize the addition of CMSRU faculty on committees on which they have been serving, and add representatives from the School of Earth and Environment and the School of Health Professions.

### **Academic Integrity**

Currently: *9 Faculty (to include at least 1 representative from each College) and 2 from the College of Humanities & Social Sciences and 1 from the College of Science & Mathematics.*

Proposed:

*12 Faculty (to include 1 representative from each College and the Schools of both Earth and Environment and Health Professions, and 2 representatives from the College of Humanities & Social Sciences)*

### **Academic Policies and Procedures**

Currently: *8 Faculty (to include 1 representative from each College)*

Proposed: *11 Faculty (to include 1 representative from each College and the Schools of both Earth and Environment and Health Professions)*

### **\*Campus Aesthetics and Environmental Concerns**

Currently: *8 Faculty  
2 Professional Staff  
1 Administrator  
3 Additional Faculty and/or 3 Professional Staff  
1 CWA Rep  
1 IFPTE#195 Rep  
1 AFT Rep  
3 SGA Reps*

Proposed: *11 Faculty  
2 Professional Staff  
1 Administrator  
3 Additional Faculty and/or 3 Professional Staff  
1 CWA Rep  
1 IFPTE#195 Rep  
1 AFT Rep  
3 SGA Reps*



## **Career Development**

Currently: 8 Faculty (one from each College)  
1 Librarian  
1 AFT Rep  
1 Professional Staff

Proposed: 11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)  
1 Librarian  
1 AFT Rep  
1 Professional Staff

## **\*Committee on Committees**

Currently: 5 Faculty and/or 5 Professional Staff  
1 AFT Rep

Proposed: No changes

## **Curriculum**

Currently: 2 Business Faculty  
2 Engineering Faculty  
2 Performing Arts Faculty  
2 Communication & Creative Arts Faculty  
2 Education Faculty  
2 Science/Math Faculty  
3 Humanities & Social Sciences Faculty  
1 Professional Staff  
1 AFT Rep  
4 SGA Reps  
1 Librarian

Proposed: 2 Business Faculty  
2 Engineering Faculty  
2 Performing Arts Faculty  
2 Communication & Creative Arts Faculty  
2 Education Faculty  
2 Science/Math Faculty  
3 Humanities & Social Sciences Faculty  
2 Earth and Environment Faculty  
2 Health Professions Faculty  
1 Professional Staff  
1 AFT Rep  
4 SGA Reps  
1 Librarian

## **Graduate Education and Global Learning and Partnerships**

Currently: 8 faculty (to include at least 1 representative from each College)

- 2 Professional Staff
- 2 SGA Reps
- 2 Graduate Students
- 1 Rowan Global Rep
- 1 AFT Rep

Proposed: *11 Faculty (one from each College and the Schools of both Earth and Environment and*

- Health Professions)*
- 2 Professional Staff
- 2 SGA Reps
- 2 Graduate Students
- 1 Rowan Global Rep
- 1 AFT Rep

## **Diversity**

Currently: 10 Faculty, Librarians and/or Professional Staff

- 1 Central Administrator
- 1 AFT Representative
- 1 CWA Representative
- 1 IFPTE #195 Representative
- 3 SGA Representatives

Proposed: 12 Faculty, Librarians and/or Professional Staff

- 1 Central Administrator
- 1 AFT Representative
- 1 CWA Representative
- 1 IFPTE #195 Representative
- 3 SGA Representatives

## **\*Intercollegiate Athletics**

Currently: *Co-Chairs: 1 appointed by Senate*

- 1 appointed by University President*
- 4 Administrators (one is Co-Chair)*
- 8 Faculty (one from each college)*
- 1 Director of Athletics*
- 2 Professional Staff*
- 2 SGA Reps*
- 1 AFT Rep*

Proposed: *Co-Chairs: 1 appointed by Senate*

- 1 appointed by University President*
- 4 Administrators (one is Co-Chair)*

*11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*

*Director of Athletics*

*2 Professional Staff*

*2 SGA Reps*

*1 AFT Rep*

## **Learning Outcomes Assessment**

Currently: Note: Committee **Chair is not calculated in committee total.**

*8 Faculty (one from each College)*

*1 Curriculum Committee Rep*

*1 Institutional Research (non-voting) Rep*

*1 AFT Rep*

*1 Professional Staff*

*1 Academic Policies/Procedures Committee Rep*

*2 SGA Reps*

Proposed: Note: Committee **Chair is not calculated in committee total.**

*11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*

*1 Curriculum Committee Rep*

*1 Institutional Research (non-voting) Rep*

*1 AFT Rep*

*1 Professional Staff*

*1 Academic Policies/Procedures Committee Rep*

*2 SGA Reps*

## **\*Professional Ethics and Welfare**

Currently: *10 Faculty and/or 10 Professional Staff*

*1 AFT Rep*

Proposed: No changes

## **Promotion**

Currently: *8 Teaching Faculty (one from each College)*

*1 AFT Rep*

Proposed: *11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*

## **\*Recruitment, Admission, and Retention**

Currently: *15 Faculty and/or 15 Professional Staff*

Proposed: No changes

## **Research**

Currently: *8 Faculty (1 from each college)*

*5 additional Faculty from any college*

*3 Professional Staff*

*1 IRB Rep*

*1 IACUC Rep*

*1 IBC Rep*

*1 Librarian*

*1 AFT Rep*

*1 SGA Rep*

Proposed: *11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*

*5 additional Faculty from any college*

*3 Professional Staff*

*1 IRB Rep*

*1 IACUC Rep*

*1 IBC Rep*

*1 Librarian*

*1 AFT Rep*

*1 SGA Rep*

## **Rowan Core**

Currently: *Note: Committee Chair is not calculated in committee total.*

*2 College of Business faculty*

*2 College of Communication and Creative Arts faculty*

*2 College of Education faculty*

*2 College of Engineering faculty*

*2 College of Performing Arts faculty*

*2 College of Humanities and Social Sciences faculty*

*2 College of Science and Mathematics faculty*

*1 School of Earth and the Environment faculty*

*2 SGA Reps*

*2 Professional Staff Advisors*

*1 AFT Rep*

*1 Librarian*

Proposed: *11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*

*2 Professional Staff Advisor*

*1 Librarian (1 member).*

*1 AFT Representative*

*2 additional faculty members (any college)*

## **Sabbatical Leave**

Currently: *8 Faculty and/or Professional Staff*  
*3 Faculty or Librarian*  
*1 AFT Rep*

Proposed: *11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*  
*3 Faculty or Librarian*  
*1 AFT Rep*

## **\*Student Relations**

Currently: *10 Faculty and/or 10 Professional Staff*  
*1 AFT Rep*  
*1 CWA Rep*  
*5 SGA Reps*

Proposed: No changes

## **Technological Resources**

Currently: *8 Faculty (1 from each college)*  
*5 additional Faculty from any college*  
*3 Professional Staff*  
*1 Librarian*  
*1 AFT Rep*  
*1 SGA Rep*

Proposed: *11 Faculty (one from each College and the Schools of both Earth and Environment and Health Professions)*  
*3 Professional Staff*  
*1 Librarian*  
*5 additional faculty, librarians, or professional staff*  
*1 AFT Rep*  
*1 SGA Rep*

## **Tenure and Recontracting**

Currently: *16 Tenured Faculty (at least one from each College)*  
*1 Librarian*  
*3 Professional Staff*  
*1 AFT Rep*

Proposed: *18 Tenured Faculty (at least one from College and the Schools of both Earth and Environment and Health Professions)*  
*1 Librarian*

3 Professional Staff  
1 AFT Rep

### **University Budget and Planning**

Currently: 1 Executive Director of Budget & Planning serves as Co-Chair  
1 Vice President of the Senate is required to serve on this committee  
(Membership Resolution #871204-3 & #890517-23)

*\*Committee co-chairs are not included in committee total*

1 VP Administration/Finance  
3 Professional Staff  
9 Faculty – 1 from each College, 1 additional faculty  
1 Librarian  
1 CWA Rep  
1 IFPTE#195 Rep  
1 AFT Rep  
1 SGA Rep

Proposed 1 Executive Director of Budget & Planning serves as Co-Chair  
1 Vice President of the Senate is required to serve on this committee  
(Membership Resolution #871204-3 & #890517-23)

*\*Committee co-chairs are not included in committee total*

1 VP Administration/Finance  
3 Professional Staff  
9 Faculty – 1 from each College, 1 additional faculty  
1 Librarian  
1 CWA Rep  
1 IFPTE#195 Rep  
1 AFT Rep  
1 SGA Rep

## **Assignment of Semester Credit Hour**

### **ROWAN UNIVERSITY POLICY**

Title: Assignment of Semester Credit Hour

Subject: *Academic Affairs*

Policy No:

Applies: *University-Wide*

Issuing Authority: *Provost / Senior Vice President for Academic Affairs*

Responsible Officers: *Deans, University Registrar, Global Learning & Partnerships, Academic Scheduling,*

Adopted: January 2019

Last Revision: NA

Last Reviewed: interim

### **PURPOSE**

To ensure University compliance with Federal and State regulations regarding the awarding of academic credit;

To ensure that the semester credit hour is a valid unit of measure of student learning;

To establish authority for defining academic value commensurate with the semester credit hour in terms of the instructional level, cognitive effort, and/or time requirement associated with student work;

To identify processes for assignment of the semester credit hour for all types of courses, disciplines, programs, credential levels, and formats, regardless of modality;

To describe procedures for course and term scheduling in accordance with the semester credit hour policy.

### **ACCOUNTABILITY**

Under direction of the Provost/Senior Vice President for Academic Affairs, the Office of the University Registrar, the Division of Global Learning & Partnerships (Rowan Global), and the Office of Academic Scheduling shall implement the policy and Deans and Department Chairs/Heads shall ensure compliance with the policy.

### **APPLICABILITY**

This policy applies to all academic programs offered by Rowan University, exclusive of the professional medical degree programs offered by the Cooper Medical School of Rowan University and Rowan University School of Osteopathic Medicine.

## REFERENCES

34 CFR §600.2 *Definitions*.

N.J.A.C. 9A:1-1.2. *Definitions*.

N.J.A.C. 9A:1-2. *General Program Standards*.

Federal Register Vol. 75, No. 209. October 29, 2010. Rules and Regulations.  
Department of Education. *Definition of a Credit Hour* (§§ 600.2, 602.24, 603.24,  
and 668.8).

Office of Postsecondary Education GEN-11-06 “*Guidance to Institutions and  
Accrediting Agencies Regarding a Credit Hour as Defined in the Final Regulations  
Published on October 29, 2010.*”

University Senate Curriculum Process (Attachment 1)

University Academic Calendar Policy (Attachment 2)

Academic Scheduling Policies (Attachment 3)

Rowan Global Course Schedules (Attachment 4)

## DEFINITIONS

**Federal definition of “credit hour”:** An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

- 1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
- 2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours. (34 CFR §600.2 *Definitions*.)

**State definition of “semester credit hour”:** 150 minutes of academic work each week for 15 weeks in one semester, which is typically accomplished by 50 minutes of face-to-face class activity each week complemented by at least 100 minutes each week of laboratory or outside assignments (or the equivalent thereof for semesters of different length) but may also be accomplished through an equivalent amount of academic work as established by an institution, which may include additional class time, laboratory work, internships, practical studio work, and other forms of academic work. (N.J.A.C. 9A:1-1.2. *Definitions*.)



**See also:** N.J.A.C. 9A:1-2. *General Program Standards*; Federal Register Vol. 75, No. 209 *Definition of a Credit Hour*; Office of Postsecondary Education GEN-11-06 *General Guidance*.

## **POLICY**

### **1. Requirements**

- i. Semester credit hours shall be assigned to academic work and awarded to students for completion of academic work in compliance with Federal and State definitions of the credit hour and in accordance with commonly accepted practice in higher education.
- ii. As appropriate and feasible, term and course scheduling of class time should align to the units of time referenced in Federal and State definitions as the approximate equivalent of the credit hour to facilitate compliance.
- iii. Scheduling of class time for online courses shall be simulated through voice-over lectures, discussion activities, virtual office hours, and other tools commensurate with this approximate equivalent.
- iv. Where alignment of term and course scheduling of class time to this approximate equivalent is not appropriate or feasible, an institutionally established equivalency for semester credit hours to be assigned and awarded shall be determined based on a verifiable rationale and/or methodology.

### **2. Responsibilities**

- i. Semester credit hour assignment occurs through the curriculum process overseen by the University Senate Curriculum Committee. New courses and associated semester credit hour assignments as well as changes to existing credit hour assignments are reviewed and approved by the appropriate College Curriculum Committee, Chair of the University Senate Curriculum Committee, and the Office of the Provost.
- ii. Semester credit hours assigned to courses are entered in the Banner system by the University Registrar.
- iii. Scheduling of all classes in the Banner system, including data entry, data validation, and auditing of data, is performed by the Office of Academic Scheduling.
  1. Schedules for traditional full semester classes are provided by the academic departments using the Contact Hour Grid. The Contact Hour Grid conforms to the provisions of the University Academic Calendar policy and to State and Federal definitions of the credit hour with respect to instructional time.
  2. Schedules for online classes, winter session classes, summer session classes, and extension classes are provided by Rowan Global and are constructed to ensure delivery of the same

instructional hours per semester credit hour as a full semester class.

- a. For accelerated face-to-face courses, the equivalent amount of instructional time per credit is scheduled within the course duration.
  - b. For online courses, the Rowan Online Instructional Designer facilitates the management and incorporation of simulated class time.
- iv. In certain cases such as independent study, studio work, laboratory and clinical practice, experiential learning, study abroad, and thesis/dissertation projects, assigned semester credit hours may not align to scheduled class time. These and other such variances shall be approved by the appropriate Dean and/or Department Chair/Head based on a verifiable rationale and/or methodology, which may include evaluation of course equivalency in accordance with the transfer credit policy; review and endorsement by a programmatic accreditor; use of a commonly accepted approximation; or definition of a measure of student learning in terms of outcomes, products, performance or other means of verifying achievement of academic objectives represented by the semester credit hour.

#### **Attachment 1**

[University Senate Curriculum Process](#)

#### **Attachment 2**

[University Academic Calendar Policy](#)

#### **Attachment 3**

[Academic Scheduling Policies](#)

#### **Attachment 4**

[Rowan Global Course Schedules](#)

## **Ad Hoc Committee on Sustainability**

Because climate change is perhaps the most pressing problem facing the globe, it's crucial that the University dramatically increases our commitment to sustainability. Toward that end, we propose creating an Ad Hoc Committee on Sustainability that will examine how the University might work toward incorporating sustainability issues into the curriculum, carbon neutrality, reduce our production of solid waste, streamline and improve our recycling efforts, and any other efforts they deem appropriate.

### **Committee Composition:**

Two co-chairs

At least one faculty member from each college and school, including CMSRU and SOM

At least one librarian

At least two professional staff

Two members of Facilities

Four students/SGA rep

**University Senate Minutes  
December 21, 2018, 2:00-3:15 in Rowan Auditorium**

**2:00-2:15**

1. Approval of agenda-**Motioned, Seconded, Approved**

2. Introduction of visitors-Rachel Brashier

3. Approval of minutes from November meeting-**Motioned, Approved**

4. President's report

a. Senate Curriculum Deadline Change: ***The Spring deadline to submit curriculum proposals to the Senate Office has been extended to Monday, February 18, 2019. Rowan Core proposals are due Friday, March 8.***

Please make sure your proposals are correct. There have been many proposals submitted to Senate with significant errors. Please go back to your department and ask them to be clear and concise.

b. External reviewers for tenure: faculty center will be holding a Q&A session in late January or early February. Candidates, department T&R committee members, and department chairs are welcome.

April 30, 2019 is the deadline

*Q-What about librarians? How will the external reviewer affect us?*

*A-This will affect librarian tenure. Page 9 of MOA reads "for full time faculty and librarians".*

c. CHSS moves delayed

It has been delayed because the sprinkler systems are not up to date for Oak & Laurel. The move may start around Spring Break, but everyone will be out by May.

d. Issues with Sabbatical applications

Applications need to make an argument about what you will do specifically. The Provost has said he really likes when people have specific timeframes or timelines.

Write your applications for a broad audience of readers.

*Comment: Please do not just copy and paste your grant proposals.*

e. Volunteers for Senate Celebration

f. Update on Tobacco Free Campus (Skeff Thomas)

Group of faculty, staff, and students came together to try to change the current smoking policy on campus. A policy proposal has been developed to propose the smoke and tobacco free campus. This was sent to upper university administration for consideration. They had concerns about how to advance and enforce this policy. Many other universities across the country (including the California system) have policies in place.

Looking to ban sales of tobacco products on campus.

Skeff will meet with Dr. Rubenstein and local legislators to discuss state laws and other issues regarding tobacco products in university housing.

*Q-When do you think the administration will be making a decision?*

*A-There is no sense of when this might happen.*

*Comment: This discussion started in Senate in March 2015 and President Houshmand did not sound optimistic about enforcement in a recent meeting.*

*A-The group has presented information to administration about how other institutions have implemented and enforced smoke free policies*

g. Carnegie classification is now R2

h. Grades are due earlier this year-12/31/2018. It is crucial that grades are put in on time.

i. Donna Ennis will be out for about 6 weeks. The Senate Office will have a temp, but there may be some gaps in coverage.

## **2:15-2:55**

Open period:

5. Joe Campbell, Vice President, Facilities, Operations, and Planning

Facilities has been meeting with the Provost and all of the Deans to get a list of their priorities and short/medium/long term projects they were interested in going forward. This provided an understanding of how projects will be funded and other financial parameters.

\$300 million of deferred maintenance needed on campus. Had engineering report done on each building on campus. There is additional cost of deferred maintenance for our IT infrastructure.

Our infrastructure needs to catch up to our growth. Priorities on developing and adding labs and classrooms; adding office space; repurposing, rehabbing, and placing some student housing.

Repurposing Oak & Laurel. Triad was supposed to offline this year, but we needed it for increasing enrollment.

North Residence Halls (Mullica, Chestnut, Willow) and scheduled to come down.

Other priorities are needs for accreditation, storm water management issues, increase collaborative and interactive spaces.

Central Utility Plant needs updating.

Dance Studio Addition to Wilson for 2021

Bunce/Bole/Oak/Laurel Adaptive Reuse Project 2020

CHSS Building 2021 (possible location by Engineering Building)-in feasibility stages

New Academic Building (breaking ground in June 2019)-2021

Rowan Hall Lab Renovation

Student Center Addition-2022-in feasibility stages

Housing Development and Replacement Housing-2021

Simulation Lab

*Q-Will there be computer labs in the new academic buildings?*

*A-Not sure. Discussions have included more computer labs in the library*

*Q-Can you speak to your relationship with Nexxus?*

*A-In Student Housing we have student occupancy guarantees, these obligations expire 2021-2022. The academic space and gym are leased from Nexxus.*

*Q-Will we still be renovating Savitz for CHSS?*

*A-If we build a CHSS Building, Savitz will stay the same.*

*Q-When will the new academic be ready in 2021?*

*A-It will actually be changed to January 2022.*

*Q-Can you discuss environmental sustainability from the facilities perspective?*

*A-We do not have LEEDS certified buildings, but we build them at the LEEDS standard level. It is \$500, 000 to have a building LEEDS certified. The storm water management will help with environmental issues. The renovation of the central utility plant will help with managing our energy consumption.*

We are having issues with recycled materials and where this gets sent. Less companies are processing recycling than before.

*Q-15 years ago we were promised a new gym on West Campus and there is not one? What is happening on West Campus fields?*

*A-80 million dollar application for funding credits from the state. There are being designed for the "Bubble Building" arena, fields, and indoor track. The will present to the state in February.*

*Q-Dean of Science & Math discussed a new Science Building, can you discuss this?*

*A-The Provost has a long term plan of a second building or an additional to the current Science Building. This is not even at the feasibility stage. This is not on our 3-5 year plan.*

*Comment-The Science Building and James Hall leak when it rains. There was work done to James Hall during Summer/Fall 2018 to deal with these issues.*

*Q-Are there plans for immediate repairs?*

*A-Water infiltration is a major problem throughout Rowan Glassboro and SOM campuses. We are working a dedicated budget request each year for water infiltration.*

**2:55-3:15**

6. Curriculum report: Bill Freind (separate file)

**18-19-5.001-Approved**

**18-19-5.014-Approved**

**18-19-6.001-Approved**

**18-19-6.011-Approved**

**18-19-6.012-Approved**

**18-19-7.003-Approved**

**18-19-10.002-Approved**

**18-19-10.003-Approved**

**18-19-10.022-Approved**

**18-19-11.011-Approved**

**18-19-11.012-Approved**

## 7. Drone policy (Eddie Guerra, page 2)

Developed with Public Safety, SEE and other constituents. This is an interim policy that will evolve over time. This is not a Senate Policy, this is a University Policy. We can only give feedback.

*Comment-Would like to see more implicit language about privacy.*

*A-We can take this back to the committee*

## 8. Grant transfer policies (page 7)

This is not a Senate Policy, this is a University Policy. We can only give feedback.

## 9. First reading: proposed changes to Senate Committees (page 10)

Formalizing the Cooper Faculty as members and adding School of Earth & Environment and College of Health Sciences

*Comment-The Library would to suggest having a Librarian specified on committees as well*

## 10. Old and New business

Rory McElwee is going to demo a website addition to have a list of CUGS, Minors, etc with more information.

*Q-Will it duplicate information from Rowan Global?*

*A-Bill will look into this.*

Carnegie Classification now being R2 the world and funding agencies will perceive us as this. This will affect recruitment, grants, reputation. This is a very important subject and we need to know how this will affect us and our place. Should we still be a Division III school? Do we have the infrastructure for this? What does this mean for graduate programs? For grant applications? For teaching loads? For research expectations?

Make sure your promotion and T & R criteria are as specific and clear as possible.

Criteria has to be approved by the Dean and the Provost.

*Q-Since T& R and Promotion criteria follow you from hire, do adjusted load?*

*A-No, this changes under the MOA's*

Problems sending tenured faculty members to other departments and campuses without their consent. Mechanical Engineering wants to send a faculty member to RCBC as the only person to be the department of Engineering Technology.

*Q-Why was this individual picked?*

*A-The administration thought he was the best person for the job*

Our campus locations are still Rowan University.

The search for the VP of Diversity & Inclusion is ongoing.

If you get a Lenovo you get a 4 year warranty and if you get a Mac you get a 3 year limited warranty (this is an Apple policy).

## 11. Adjournment-3:27pm

