

University Senate Agenda
Tuesday, May 21, 2019 8:30/9:00 AM, Rowan Auditorium

8:30-9:00

1. Coffee and new senator orientation

9:00-9:05

2. Approval of agenda
3. Introduction of visitors
4. Approval of minutes from April meeting

9:05-9:30

5. President's Report
 - a. Changes in administration
 - b. Fall curriculum deadlines: Friday, October 4. Proposals received after October 4 but on or before October 11 may or may not be reviewed during the Fall semester. Proposals received after October 11 will be reviewed in the Spring 2020 semester.
Note: All submissions will be through the OnBase workflow software.
 - c. New start dates for Global online courses (page 3)
 - d. Tentative Senate and AFT meeting dates 2019-2020 (separate file)
 - e. Sabbatical leave: Signup on or before Wednesday, July 1 in the Senate office, or by emailing Donna Ennis, ennis@rowan.edu.
 - f. Update on Soccer Fields
 - g. Update on Tech Park
 - h. Update on Welcome Center
 - i. The Provost will reimburse any existing tenured faculty member, tenure-track faculty member, or full-time lecturer up to \$250 towards academic regalia purchased between January 1, 2019 and December 31, 2019. After that, the offer will remain only for new hires. A non-PO payment request form (link below) and a copy of the receipt should be provided to Tricia Conte (contep@rowan.edu) either electronically or in person in the Provost's Office.

https://sites.rowan.edu/accountspayable/docs/non_po_general_18.pdf

9:30-10:00

6. Open Session: Monika Shealey, Dean of the College of Education, and Senior Vice President for Equity Diversity, and Inclusion

10:00-10:30

7. Curriculum report: Marci Carrasquillo (separate file)

10:30-11:00

8. Open Session: Rory McElwee, Vice President for Academic Affairs and Student Success

11:00-11:45

9. Second reading: Proposed Changes to Rowan Core (Nathan Bauer, separate file)
10. Resolution to Recommend the adoption of Diversity & Inclusion Councils across all Disciplines and Departments at Rowan University (J.T. Mills, page 7).
11. Resolution for Lactation Rooms (J.T. Mills, separate file)
12. Resolution to create an Ad Hoc Committee on the Future of Research at Rowan University

11:45-12:45 Lunch

12:45-1:45

13. Elections

- a. President
- b. Vice President
- c. Secretary
- d. Standing Committees
 - i. Academic Integrity
 - ii. Academic Policies & Procedures
 - iii. Campus Aesthetics & Environmental Concerns
 - iv. Career Development
 - v. Committee on Committees
 - vi. Curriculum
 - vii. Diversity
 - viii. Graduate Education and Global Learning and Partnerships
 - ix. Intercollegiate Athletics
 - x. Learning Outcomes Assessment
 - xi. Professional Ethics & Welfare
 - xii. Promotion
 - xiii. Recruitment/Admissions/Retention
 - xiv. Research
 - xv. Rowan Core
 - xvi. Sabbatical Leave
 - xvii. Student Relations
 - xviii. Technological Resources
 - xix. Tenure & Recontracting
 - xx. University Budget & Planning

Committee Draft: Wednesday, May 29, 1:00 PM, Location TBD

- e. Senator Executive Committee At-Large Members
- f. Senate Representatives to Board of Trustees Committees
 - i. Academic Affairs
 - ii. Budget and Finance
 - iii. Facilities
 - iv. Audit
 - v. Advancement

1:45-2:15

- 14. End of year committee reports
 - a. Standing Committees
 - b. All University Committees
- 15. Old business
- 16. New business

17. Adjournment

University Senate Minutes
April 12, 2019, 2:00-3:15 in Bozorth Auditorium

2:00-2:25

1. Approval of agenda-**Motioned, Seconded, Approved**
2. Introduction of visitors-**No Visitors**
3. Approval of minutes from February meeting-**Motioned, Approved**
4. President's report

a. Update on Middle States Site Visit

Site Visit was in March, at the end the give an Oral Report without questions. Then a report comes, and we can send corrections.

Middle States Team stated Rowan is Agile and Responsive Institution that can serve as a Case Study. The recommended we need more sabbaticals. Faculty was very honest with visiting team. Movement towards becoming an R1. Concerns-teaching load, number of adjuncts, teaching may suffer.

b. Update on athletics

Chronicle of Higher Education published an article about climate in Rowan Athletics. There is an ongoing investigation through Human Resources.

Comment: There is a total lack of communications between Athletics & Administration.

Q-The most recent University Assembled had no Q & A. Why?

A-The President didn't want to interrupt the Capital Campaign buzz.

Q-What is going on with the West Campus?

A-It has been pushed back to June. There are serious facilities issues with Athletics.

Joe Campbell stated that we need a Master Plan.

Comment-This West Campus development was talked about since Donald Farish was President.

Comment: We had Consultant in 2008 for Athletics and they made recommendations about our facilities and relationship with administration.

Comment: We do not own our email.

Comment: We as a Senate should recognize the whole student experience and we need to include our Student Athletes in this. We need a voice in these matters.

c. Update on evaluation software

SIR2 disappears in June 2019. Bill needs feedback. The frontrunner is CampusLabs (Idea) has national norming. Also has survey function.

Q-How is this comparable with SIR2 or department tools?

A-Much more flexible and easier.

d. Update on curriculum software

Up and running. There are Training Videos and FAQ's for new software.

e. Update on replacement Macs

Finally have an answer for this year.

f. Tips on avoiding phishing scams (separate file)

Please be aware. This is becoming more and more sophisticated. Only about 75% of our incoming emails are legitimate.

g. Committee Chairs: End of the Year Reports are due to Noranne Browne 4/19/2019

(browne@rowan.edu). Please use MS Word format.

h. Reminder: Instructors are eligible for Sabbatical

Lecturers are not. Instructors are eligible only for teaching, not research.

Comment-This makes no sense because Research counts as Professional Development

i. Faculty Handbook: What needs to be here?

<http://sites.rowan.edu/academicaffairs/facultycenter/resources/quicklinks.html>

Middle States recommended we need a Faculty Handbook

If it is paper, people will lose it. If electronic, who will update it?

2:15-2:55

5. First reading: Proposed changes to Rowan Core (Nathan Bauer, separate file)

Highlighting some key features

Looking at revising some Rowan Core Outcomes

Rowan Core Chair-Nathan Bauer and Jeff Bonfield have been working as a team.

We have an active Taskforce to determine and define Writing Intensive and Broad Based Literature. Writing new guidelines for each designation.

Phased Implementation- we need to coordinate with partner colleges. Fall 2022 all students will be on Rowan Core (including transfers). Need to be Lampitt Law compliant.

Large amounts of data are being collected from assessment. Adding Privacy Statement to protect faculties to make sure this data is not used for evaluating faculty.

Q-Are you noticing any differences between online and in-person classes?

A-We can start looking this during the Summer and I can bring in Jeff Bonfield.

Q-Will approval for Rowan Core course proposals eventually be folded into the normal curriculum process?

A-Perhaps in the future

Comment: We need to consider bringing a World Language requirement to Rowan.

A-We have thought about including an outcome for the Global Literacy for language learning

6. Proposed Global policies: Time Limit Extension and Graduate Academic Leave of Absence (Page 3)

Changes in calendar for Rowan classes. They are no longer norming us into 7week classes. You may have 7, 8, or 3 (during Winter) week options. Consistent start dates at the beginning of the semester and at mid semester.

Leave of Absence Policy for Rowan Global Graduate Programs

Time Limit Extension is moving forward. Remaining questions for 30 credit + Masters Programs. Four year limit (exemptions as needed).

Global will have a new finance model. Michael Blake is reviewing it now. This will apply to this fiscal year as well.

Q-Is that money going to the department or the college?

A-Not certain. This will be a discussion with Provost.

VOC's in Tech Park. Testing is still being done.

2:55-3:15

7. Old and New business

Old business. No updates on the police stop from last year. The Taskforce on Student Experience was set up by the president. The SGA and Glassboro PD are having ongoing discussions.

New business.

Q-Is this a policy about Dean's needing to have College Assembled?

A-We can push to have some official policy.

Concerns about Honors course offerings.

Q-Is anyone looking into this?

A-It is on Bill's list to look into.

Comment-We need to look into how the University are branding the Honors classes. Students are often nervous about taking Honors course and the rigor that may be involved.

Comment- Departments need to submit Honors course proposals

Comment-There needs to be more marketing to the departments for course proposals

Q-Is there a Lecturer Promotion document?

A-No, the criteria needs to be developed in the departments.

Q-How can we hire a Master Lecturer, if we don't know what a Master Lecturer looks like?

A-Good question. The union knows this is an issue and is working through it.

8. Adjournment-2:57

Online Module Part-of-Term Start Date Realignment Plan

Rowan Global Learning & Partnerships | Rowan Online
Michael Ciocco, Director of Rowan Online
Created: May 14th, 2019

I. Introduction

Rowan Global plans to change the start dates for its accelerated, online modules such that the first module in each term begins with the standard Rowan University semester. This realignment is expected to reduce student issues, such as miscommunication about start dates and requirements, as well as reduce administrative overhead.

II. Proposal

Rowan Global proposes moving the start of the accelerated online modules back such that they align with the start of the standard Rowan University Fall and Spring semesters, the standard terms. The accelerated modules currently start before the standard terms. The proposal involves the following changes to the current Rowan Global schedule:

- A. Rowan Global will only support two part-of-term accelerated, online modules within each standard term (Fall and Spring).
 1. Summer is not considered a standard term. Rowan Global will support three part-of-term accelerated, online modules during the summer.
 - a) Two accelerated, online modules will be offered consecutively for supporting online programs.
 - b) One accelerated, online module will overlap the two other summer modules and be designated primarily for online, individual summer courses.
 2. Winter Session is not considered a standard term. Rowan Global will continue to support the 3-week accelerated term for Winter Session primarily for individual, online courses.
 3. No additional parts-of-term will be supported for online courses.
- B. All online, accelerated modules will be designed as 8-week (maximum) modules. Some courses that are designed as 7-week courses will be offered starting with the

same start date as the module, but may choose to conclude the course ahead of the end date of the module.

1. Rowan Online will continue to support the development of 7 or 8 week accelerated, online courses. No other accelerated durations will be supported. Though Winter Session supports 3-week courses, such courses must be developed as 7-week, 8-week, or full term and then compressed to 3-weeks specifically for Winter Session.
- C. For Fall term, Online Module 1 courses will all start with the standard Fall semester. Online Module 2 courses will start 8 weeks after the MOD 1 courses start.
- D. For Spring term, Online Module 3 courses will start with the standard Spring semester. Online Module 4 courses will start 8 weeks after the MOD 3 courses start.
- E. The realigned schedule will be made effective starting with the 2020-2021 Academic Year (starting Fall 2020).

III. Research

The Director of Rowan Online investigated the proposal with the listed constituents and groups. Each was given a period of time to disseminate information about the proposal to their respective areas (where appropriate) and collect feedback.

A. Research Groups:

1. University Scheduling
2. Office of the Registrar
3. University Advising
4. University Senate/Senate Committee on Rowan Global Learning & Partnerships
5. Graduate Advisory Council
6. Office of the Provost

B. Benefits:

1. Improve communication with students regarding course start dates. Rowan Global will be able to dramatically reduce its differentiated communication strategies used to inform students of early course starts and other requirements.
2. Prevent student retention issues due to miscommunication regarding start dates. University scheduling has noted growing issues with students having to drop MOD 3 online, accelerated courses due to missing the first week of class, reportedly because they were unaware of the early start date.

3. Increased break for online faculty between Fall and Spring, which will allow more time for research and other work that is difficult to complete during the semester.
4. Streamlining of processes for scheduling, grading (Registrar), and online course management (Rowan Online).

C. Concerns:

The following questions and concerns were returned by the noted constituents and group. Each concerns was addressed as noted below.

1. Reading days (for undergraduate students) - Rowan Online Instructional Designers will advise faculty instructing hybrid courses that a f-2-f session cannot be scheduled on a reading day.
2. Though infrequent, it is possible that MOD 2 accelerated, online courses may end on 12/24, Christmas Eve.
 - a) During this occurrence, faculty will be advised that they can allow students to conclude the course a day early (collect final assignments a day early, etc.).
3. Rowan Global must review its grading policy to allow time for grading of courses that end later than the standard semester, especially those that end as the winter break begins.

IV. Proposed Dates

Please note that dates may be subject to change.

A. AY 20-21

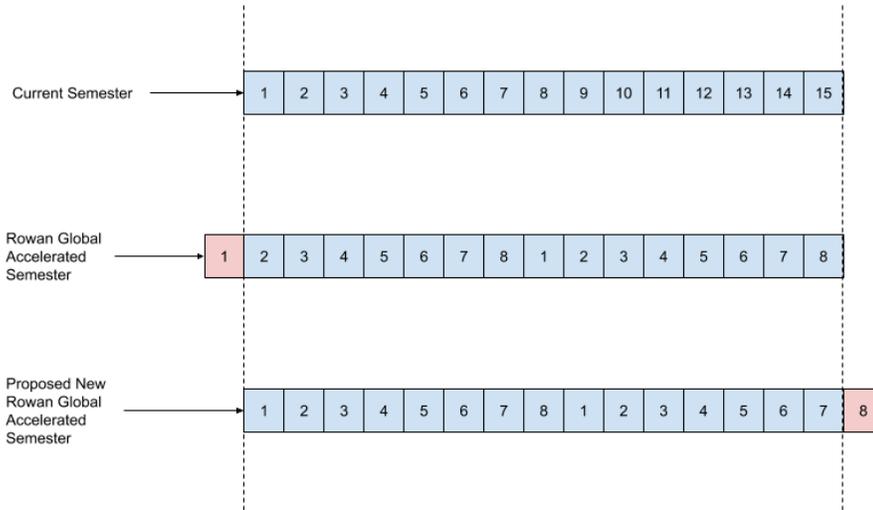
Fall 2020 Semester - 9/1/20 to 12/18/20 Accelerated: MOD 1 - 9/1/20 to 10/26/20 Accelerated: MOD 2 - 10/27/20 to 12/21/20	Spring 2021 Semester - 1/19/21 to 5/14/21 Accelerated: MOD 3 - 1/19/21 to 3/15/21 Accelerated: MOD 4 - 3/16/21 to 5/10/21
Summer 2021 Accelerated: MOD 5 - 5/11/21 to 7/5/21 Accelerated: MOD 6 - 7/6/21 to 8/30/21 Summer Accelerated MOD - 6/1/21 to 7/26/21	

B. AY 21-22

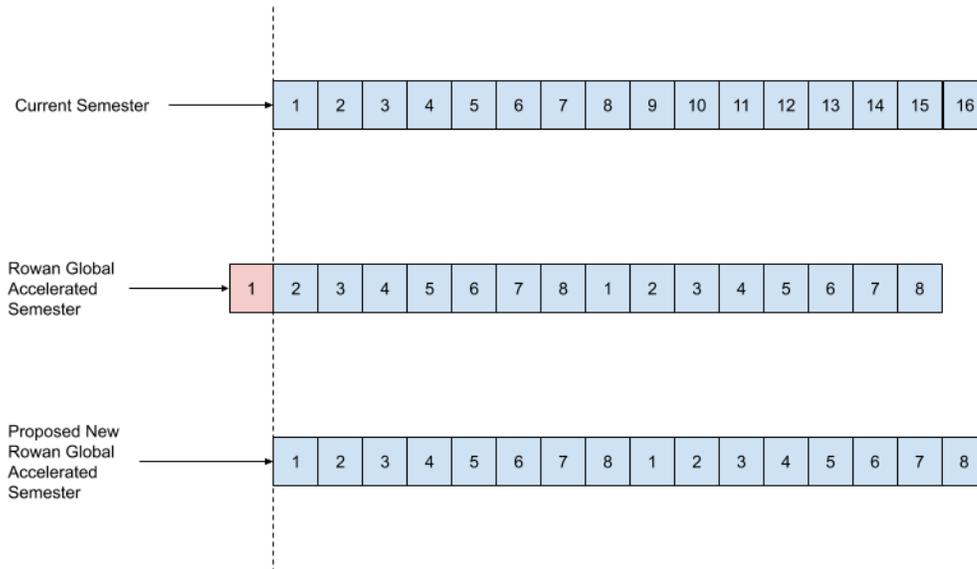
Fall 2021 Semester - 9/1/21 to 12/17/21	Spring 2022 Semester - 1/18/22 to 5/13/22
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Accelerated: MOD 1 - 9/1/21 to 10/25/21 Accelerated: MOD 2 - 10/26/21 to 12/20/21	Accelerated: MOD 3 - 1/18/22 to 3/14/22 Accelerated: MOD 4 - 3/15/22 to 5/09/22
Summer 2022 Accelerated: MOD 5 - 5/10/22 to 7/04/22 Accelerated: MOD 6 - 7/05/22 to 8/29/22 Summer Accelerated MOD - 5/31/22 to 7/25/22	

V. **Diagram of Proposed Changes to Fall Term (Example)**



VI. **Diagram of Proposed Changes to Spring Term (Example)**



Resolution to Recommend the adoption of Diversity & Inclusion Councils across all Disciplines and Departments at Rowan University

Whereas; in 2016, the University Board of Trustees adopted a university-wide Statement on Diversity with the purpose to emphasize the University's commitment for engaging the community in activities, practices, and discussions that promotes inclusion, intellectual and individual growth, and goal setting to uphold the institutions statement of principles.

Whereas; the university has introduced the Creation of the Division of Diversity, Equity and Inclusion to cultivate the envisioned outcomes in creating advocacy for all members of the Rowan community in the advancement of social, economic and educational equity.

Whereas; during the Third Annual Diversity Summit 2018, members of the Rowan University community verbally expressed documented concerns for the lack of communication and isolated diversity efforts among university departments regarding diversity and inclusion efforts at the institution.

Whereas; concerted Diversity and Inclusion practices in the workplace creates work environments where employees can share their ideas, take risks without fear and ultimately, encourages everyone to actively break down barriers, or de-silo, within an organization. Collaborating and engaging through initiatives that includes multiple voices and ideas strengthens team bonds.

Whereas: (Future trends that impact higher ed) Jobs the academic achievement gap reports xxx have illuminated the institutions past performance in areas of and offices to interrogate existing practices and develop strategies that will elevate the performance of their students.

Be it Resolved; the Senate Diversity Committee recommends the adoption of *Diversity and Inclusion Councils* in all units across the university and academic departments at Rowan University, be formulated to identify specific needs, opportunities, deficiencies, and long-term and short-term goals to meet the institutions diversity and inclusion mission and principles.

Rationale

Diversity & Inclusion Councils (DIC) across the university provides all members of the community to share in being responsible for a advancing the institutional, college, departmental, and personnel diversity and inclusion goals. Moreover, at the departmental level the needs or criteria for meeting diversity goals may be very different in context and need. The desire to include or infuse a diversified offering for authors in the English department may be a priority, whereas recruiting more women into the sciences may be the focus in that area. Diversity and inclusiveness have varied definitions or lenses for both individuals, collective bodies, or institutions. The DIC can provide an increased ability for the existing fragmented or siloed conversations to connect with the new formed divisional level council

Said Councils; Council Membership can be 2-4 members who identify long term goals,

short term Goals, staffing, pedagogical/curriculum goals, specific to their area and discipline.

Resolution to Create an Ad Hoc Committee on the Future of Research at Rowan University

The University's research profile has increased dramatically over the last few years, as is evident in our rapid ascent to an R2 Carnegie classification. Faculty have voiced both excitement and concern about the increased importance of research, especially in Promotion and in Tenure & Recontracting, so it's crucial that we develop an effective strategy to determine what resources will be necessary to allow faculty to succeed.

Toward that end, the Senate will create an Ad Hoc Committee on the Future of Research at Rowan University. The Committee will start from an expansive definition of research that includes (for example) creative and entrepreneurial activities, as well as more traditional scholarship. The Committee will issue a report that makes recommendations about teaching load, sabbaticals, course releases, external and internal funding, and any other issues that may arise. The Committee will also assess how a strategic move toward a R1 could benefit or detract from the Four Pillars of the university, as well as our primary commitment to undergraduate education.

The committee will be co-chaired by one Dean and one faculty member. It will include one representative from each school and college, including CMSRU and SOM, and it will have representatives from the Faculty Center and Division of Research.

The committee will issue its report by June 30, 2020 [?].