

University Senate Agenda October 11, 2019, 2:00-3:15 Rowan Hall
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**2:00-2:15**

1. Approval of agenda
2. Introduction of visitors
3. Approval of minutes from September meeting
4. President's report
  - Update on Curriculum software
  - Update on T&R and Promotion software
  - Update on West Campus Athletics Fields
  - Update on the Agora/Center for Neurodiversity
  - Capital campaign
  - Outreach to Salem and Cumberland County Colleges

**2:20-2:50**

5. Open period: Kevin George, Director of Campus Recreation
6. John Giannini, Interim Athletic Director

**2:50-3:10**

6. First reading: Resolution to restrict Department Curriculum Committees to Non-contingent faculty (page 2)

**3:10-3:15**

7. New business
8. Adjournment

## **Resolution to Restrict Curriculum Committees to Lecturers, Tenured, and Tenure-Track Faculty**

Curriculum is the purview of faculty. While administrators have the right to approve or reject curriculum proposals, as well as to provide suggestions on those proposals, in-unit faculty are responsible for the development of curriculum. Given that, the membership of Department, College, and Senate Curriculum Committees should be limited to Lecturers, Tenured, and Tenure-Track Faculty. Neither out-of-unit employees such as Administrative Heads nor contingent faculty such as Adjuncts or  $\frac{3}{4}$  Time faculty will serve.

# University Senate Agenda September 20, 2019

2:00-3:15 in Rowan Hall

2:00-2:15

1. Approval of agenda-**Motioned, Seconded, Approved**
2. Introduction of visitors -**None**
3. Approval of minutes from May meeting -**Motioned, Approved**
4. President's report
  - a. Introduction of Senate officers: DeMond Miller (Vice President), Christine Larsen-Britt (Secretary), Charlene Williams (Parliamentarian)
  - b. Calendar for 2019-2020 (separate file)-different from calendar distributed in May
  - c. T&R dates: 4th year candidates: September 24 5th and 6th year candidates: October 15 2nd and 3rd year candidates: October 29
  - d. Curriculum software

We were using a 14 year old system designed by a former CS undergrad. OnBase was purchased as workflow software for curriculum. We will have faculty trainers, who will be compensated to provide future training. If you find technical issues, please file a ticket for support.

*Q-What about future requests?*

*A-Please feel free to send them to Marci Carrasquillo. or Bill*

*Q-Will Senate be flexible on due dates?*

*A-Yes, but it needs to be in by October 4<sup>th</sup>, so it can be sent to Senate for review by November 15<sup>th</sup>. We need a change in culture to have proposals done and submitted early. Anything we can do to clean up proposals will help tremendously.*

*Q-Can we as a Senate come up with a better way to address curriculum?*

*A-The least area of bottleneck is the Senate. The Provost's Office seems to be the slow part of the process. We can have a conversation to make it smoother.*

*Comment-We should look to other approval protocols. Minor versus major changes.*

*Comment-Certain proposals do have a streamlined process. Simple change proposals do not have committee review.*

*Q-Are we using a version of the software for T & R this year?*

*A-No, probably not.*

*Q-Are you optimistic that the increase in Provost Office staff will of help?*

*A-Yes, but the Provost is coming to this meeting so you can ask him.*

*Comment- If you do not have an Elected Chair, the Head will be overseeing curriculum. Every department needs to have an Elected Chair.*

*Comment- We may want to talk about this in new business. We have been getting calls that some department Heads are forcing their ways onto department Curriculum Committees. Curriculum is part of the faculty purview.*

*Q-If they are Heads being treated as Assistant Dean as practice, should they be able to sit on T & R committee?*

*A-The MOA states they may sit on the committee, but we can discuss this.*

*Comment-We needs something in the new software, which replicates the old database.*

e. Parking update -We lost 100-200 spaces where Discovery Hall is being built.

*Comment-On Carpenter Street, we are not allowed to park. But one block up, the High School can park along there. Obviously, there are town and gown problems. Glassboro has safety concerns.*

*Comment-When students are forced to park in bad places, they are ticketed and pay more revenue for the University.*

*Comment-We should work out a deal with Glassboro High School to use some of their space when they are not.*

f. Extension of President Houshmand's contract -Signed extension until 2026.

*Comment-I would be surprised passed 2026, he doesn't want to be here when the demographic cliff hits.*

g. Thanksgiving Adopt-A-Family: Please give donations to Donna Ennis or Noranne Browne

h. N3rd Street Gamers on Rowan Boulevard-Looking to do competitive gaming. The University wants to tie academic programs to this.

i. Freshmen and Sophomore Villages-Triad will be knocked down, this will be where the freshmen village will be. Sophomore village will be on the gravel lot by Holly Pointe.

*Q-Is there a timeline on that?*

*A-Not that we know of.*

j. Rowan College of South Jersey-RCGC and Cumberland County College merged this summer. Salem may also join, but their enrollment is down under 600 students. Future model aims to be like the Penn State model. Unique, 4-year degrees will be offered at the RC's.

k. Administrative changes:

- Provost: Tony Lowman
- Jim Newell: Senior VP for Medical Initiatives and Affiliated Campuses
- Horacio Sosa: Vice President, Strategic Ventures & Initiatives
- Gaëtane Jean-Marie: Dean, College of Education •  
Stephanie Farrell, Interim Dean, Rowan College of Engineering
- Karen Magee-Sauer: Interim Dean, College of Science and Math (Cristian Botez on leave)
- Al Betts, Director of Admissions (retired)
- Drew Tinnin: Interim Dean of Students (failed search)
- Richard Jones, VP of Student Engagement
- Scott Woodside: Director for Student Health Services (departure of David Rubenstein)
- John Giannini: Interim Athletic Director (retirement of Dan Gilmore)-will be at October Senate Meeting.

Q-Will he still oversee Sports Communication?

A-No, Neil Hartman will oversee the program.

- Peter Rattigan, Associate Dean for Camden
- Judith Tabron: VP for Information Resources and Technology (leaving)
- Ken Hartman, Interim VP Rowan Global

**2:20-2:50**

5. Tony Lowman, Provost and Senior Vice President of Academic Affairs

*Q-As far as policies and procedures, there has been a huge shake-up in IRT and purchasing that is problematic?*

*A-While I do not oversee purchasing and parking, I feel your pain. I view this all as a challenge.*

*Comment-Faculty are having problems getting equipment that has been purchased in working order. This may affect pre-tenured faculty.*

*A-When a problem comes up, we can help drive change. We can look for solutions.*

*Q-What should be the next step for this faculty member?*

*A-There should be an email to the Dean with Provost copied on the issue.*

*Q-We have be advocating for the campus to become smoke and tobacco free. Are you in favor of this initiative? How can you help us move this forward?*

*A-I am in favor of this. We will be looking into a master plan of the campus and this will be part of this process.*

*Q-What is your vision for graduate programs and research?*

*A-We want to re-launch a Graduate School. We have many new doctoral programs and other graduate program. We need policies, rocedures, and rules for these programs and students.*

*Q-Are there any plans to move the Hardship Withdraws back to Dean of Students.*

*A-We are waiting for the Dean of Students position to be filled permanently, in order to make a decision. However, I do find it part of Academic Affairs work.*

*Q-What is your vision or strategies for the Camden Campus?*

*A- Placing Peter Rattigan there is the first step. Camden Campus is just another one of our building, just further away. We need to coordinate activities and integrate everything better.*

*Q- We have had many faculty hires, but next to no library hires. How is the campus going to grow if the library does not grow?*

*A-Tony will be meeting with all divisions he oversees and determine need.*

*Q-Can you comment on your philosophy on research?*

*A-We should be doing research to drive our programs home. Faculty engaged in their research and field, will help our students at the undergraduate and graduate levels. We are currently an R2, within 3 or 4 years we could be an R1 just based on our research and growth. We have to assess where we are and what we need. The Provost is putting together a Senior Advisory Committee of Tenured faculty and a Junior faculty committee to look at peer groups and institutions. We need to determine how to distribute our resources going forward and how do we advocate for even more.*

*Q-What does a vibrant and healthy Fine and Creative Arts look like for you?*

*A-I would love to come visit your departments. I need to get educated and engaged on what you are doing.*

*Q-We discussed that the curriculum bottleneck is not in Senate. What do you envision with curriculum proposals going forward?*

*A-These proposals cannot sit in the Provost's Office for as long as they have in the past. Work in the office will be divided Mariano, Roberta, and Trish.*

*Q-To what extent will you be interfacing Jim Newell and the Graduate School of Biomedical Science?*

*A-We need to look at duplication of programs and courses. We need a wider pool of research mentors and advisors.*

*Q-Does professional staff side fit with the research agenda?*

*A-Thank you for putting this on my radar. I would like to talk more about this in the future.*

## 6. Erin Hannah and Scott Woodside, CARES

Connection between various student service offices to work on student issues that are not crisis issues but have other issues that the team may be able to assist with.

*Q- Can you speak to the transparency to the student? How does the student get involved with this?*

*A-We may reach out with you to come out with a plan. Sometimes it is just to get on someone's radar. You can specify what you want from us. The form does allow for the reporter to be anonymous.*

*Q- Can you make a more visible way to access the form? Will the faculty member get follow-up information?*

*A-We are looking at ways to make it better to find and use the form. Yes, you will get outreach from Joe Mulligan, Erin Hannah, or Scott Woodside.*

## **2:50-3:10**

### 7. Update on Budget (Chris Simons)

\$5.6 million Surplus

Housing is occupied by 100%, we have students in the Marriott. This is good for fiscal health.

Transfers down, Freshmen up slightly. First year our enrollment has dipped at all.

Governor's Office has frozen 12-16 million dollars that affects the Medical School (CMSRU) and Rowan CREATES.

Construction on 6 new buildings-Discovery Hall, Fossil Park, Rowan Medicine at RCSJ, Cooper Parking Garage, CHSS Building, Wilson Hall addition.

8. Second reading: Resolution to Recommend the adoption of Diversity & Inclusion Councils across all Disciplines and Departments at Rowan University (J.T. Mills, page 3).

This will help us grow a body of people and knowledge to bridge the colleges and departments throughout campus.

**-Motioned, Approved.**

9. Ratification of Senate Committees (separate file) Reminder to Committee Chairs: Please use video- or voice-conferencing capabilities if you have committee members who do not work on the Glassboro campus.

**Motioned, Seconded, Approved (1 abstention)**

3:10-3:15

10. New business

Mira Lalovic-Hand wants to buy procurement software. Please email Bill will any issues. Suggest that if this is impacting your research, please also email Beena Sukumaran with details.

*Q-Will this be used on all campuses?*

*A-Yes, including the Med Schools*

*Q-Will this replace the Purchase Order system?*

*A-Not sure, but I would hope so.*

*Comment-The issue is there are too many people involved and need to make approvals. This holds up the process.*

11. Old Business.

*Q-What is the University vaping policy for inside building?*

*A-It is prohibited*

*Q-How do we report outside maintenance problems?*

*A-You can file a ticket with the problem.*

*Q-Is there any talk about replacement Macs this year?*

*A-It is supposed to be taken care of now. You should have been contacted by your Dean.*

*Q-Is there a policy on recontracting for lecturers?*

*A-There is language in the MOA about this. It was ratified last week.*

*Comment-Joe Campbell indicated that they were putting a roof on Savitz Hall, but the leaks are not from the roof. There is damage in the building of personal possessions.*

**12. Adjournment 3:33PM**