

## University Senate Minutes

March 13, 2020, 2:00-3:15 in Bozorth Auditorium\*

### **2:00-2:30**

1. Approval of agenda-**Motioned, Seconded, Approved**
2. Introduction of visitors -**No visitors**
3. Approval of minutes from February meeting-**Motioned, Seconded, Approved**
4. President's report
  - a. COVID-19 update

Stress to our students is the goal of shutting down is to avoid a mass of people sick online.

University will make a decision on Commencement by April 1. We may have virtual Commencement and online Summer classes.

If you have experts in your department for online or virtual teaching, you should ask them to review your materials.

The Faculty Center will help with resources for online teaching and course building.

Tips for moving to remote learning:

We may have to dial back content and rigor. Do the best you can, it will not be perfect. Prioritize what needs to be covered. Keep video content short and use captioning. Please keep in mind that there are students with different learning styles and disabilities.

Good idea to do a few assignments for zero or low credit. Stay in contact with students, email them as much as possible. This is triage, NOT distance learning.

Go the extra mile for our students, especially our Seniors. If you are going up for T & R, include this transition in your packet. We are working wo waive the observation requirements for this semester.

Next week IRT and Faculty Center will have webinars on this.

The Faculty Center has developed an instructional continuity plan.

*Q-Has a decision been made on waiving the peer observations for T & R candidates?*

*A-AFT will have a meeting with the Provost in the near future.*

*Q- Professional Staff, Librarians, and Support Staff are not being given directives?*

*A-Bill will look this. It seems that most advisors could work from home.*

*Comment-The Library is supposed to stay open and there is little or no social distancing. The Library is not the only computer lab on campus.*

*A-Remember, the University is not closing. Students need access to internet and other services.*

*A-AFT is looking to make it easy for people to come to campus. The CWA has sent an email stating that people who are ill or have childcare issues, will not be penalized and will not have to use their sick time.*

*Comment-Housekeeping needs to be stepped up.*

*Q-What happens to non-Rowan owned buildings, like Victoria? In terms of extra cleaning, it is contacted out to a third party.*

*A-Don't know. Custodial staff is essential, but many of them are older or health comprised. We may have to bring in an external vendors.*

*Q-Will the tutoring Center stay open?*

*A-Bill will check into this ASAP.*

*Q-Is there a loaner program for laptops for students?*

*A-There is a small program, we are looking to expand this.*

*Q-Will students have access to Wellness and Counseling during this time?*

*A-Yes, Scott Woodside has assured us of this.*

*Q-Does Wellness do virtual appointments?*

*A-Good Point, Bill will look into this.*

*Q-Is there any discussion about Summer classes?*

*A-We will run summer classes, but it is too soon to tell if they will be face-to face or online.*

*Q-Has there been talks with IRT about system stress?*

*A-Mira Lalovic-Hand has been consistent in saying that IRT can handle anything we throw at them. It is uncertain, we will see traffic that is unimaginable, especially with third party vendors.*

*Q-Do we know the capacity of WebEx?*

*A-Approx. 500 per session.*

b. Wellness update

First meeting of the Well-Being Taskforce. Bill is co-chairing that with Rory McElwee

*Q-Are student tutors gaining access to WebEx?*

*A-File a ticket with support and copy Bill. Support can start and Bill can push it forward.*

*Q-Has the university discussed programs for students staying on campus. There are concerns about student isolation and mental health issues.*

*A-Not sure, Bill will check.*

c. Parking

Parking will not be a problem the rest of semester. We will reevaluate in the Fall.

d. Next Senate meeting: April 24 at CMSRU in Camden

We will probably WebEx into this meeting.

e. All changes to final exams need to go through Chris Fields. **No required course work can be scheduled on reading day.**

You may do an optional review session.

f. Course evaluations: contact Bonnie Angelone ([angelone@rowan.edu](mailto:angelone@rowan.edu)) if your department would like an overview

It should work perfectly, because it can be done all online. The Faculty Center has visited many departments already

The Campus Labs tool is great, but it is up to departments

**2:20-2:50**

5. First reading: Rowan Core equivalencies (page 2)-Rowan Core Transfer Credit Policy

*Q-Will course transfer evaluations increase?*

*A-The LARC Committee will review them*

*Q-Can we clean up NJ Transfer?*

*A-That sounds like a great idea. Nathan will work with the Registrar's Office*

6. First reading: Revised CUGS definition (page 5)

The Provost stated that industry wants Certificates, not Concentrations.

The state passed a law that Bachelors degree must be not more than 120 credits.

*Q-Can a CUG supplement a concentration and you can then take it above 120 credits?*

*A-Yes, this is unclear in state law.*

7. Curriculum report (Marci Carrasquillo) (to follow)

**5252291-Approved**

**5327874-Approved**

**5327892-Approved**

**5257521-Approved**

2:50-3:15

5. New and old business

Question about Committees in the Senate as we go to remote leaning. Concerned about committees that require physical participation (such as curriculum). Ask the Senate to pass a Privileged Motion to allow committees to use discretion to use technology

Allow Committees that meeting in person, to utilize technology and alternate means to meet/conduct business during this time- **Motioned, Seconded, Approved**

*Q-Because ONBase is not accessible to everyone, the public hearings are the only way people can review it. Can we set up a Google Drive or something for review?*

*A-Yes, we can talk with Marci about this.*

*Q-How will we handle it if many faculty members become quite ill? How do we access someone else's online content?*

*A-Departments could put things such as grade sheets on a shared drive.*

*Q-Will faculty be required to submit updated syllabi?*

*A-It will vary from department and college*

The Faculty Center is updated their website. Adding non-Rowan tools. There will be more training offered in the near future. Contact Bonnie Angelone if you have more to add.

*Comment-Adjuncts are unclear about if they will be being paid during extended Spring Break.*

*Q-Have there been any signs or conversations about protecting faculty labor for developing online content?*

*A-None of these courses, we be able to convert to online courses (part of the semester, partial rigor, etc).*

*A-When we develop totally online courses, we are compensated and become Rowan property.*

*If we are not compensated for this online conversion, we own the content totally. We do not want to be exploited.*

*Q-In the past we have asked Global to pull course from our existing online classes, they have said no. Can we have access to this now?*

*A-Yes, if the course you teach exists online, you can have the content. Mike Ciocco has assured the Faculty Center they will comply.*

*Comment-A concern that has been shared is that administration will now think all courses now can be made into online courses*

*Comment-We have had students saying they want their money back because they did not sign up for an online course.*

*Comment-All Medical School lectures are recorded, so we have them ready to go. Clinics, dissections,*

## **6. Adjournment -3:21**

\*Special Note-WebEx was also used for this meeting