

University Senate Minutes

Wednesday, May 20, 2020 8:30/9:00 AM, Webex

Guidelines for the meeting:

- Please stay on mute unless you want to speak.
- You can ask questions or make comments through audio or Chat.
- Current and returning Senators can vote on resolutions and curriculum proposals
- Returning and new Senators can vote in elections
- All votes should be cast over Chat.

8:30-9:00

1. New senator orientation

9:00-9:05

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

3. Introduction of visitors-Stephanie Speilman

4. Approval of minutes from April meeting-**Motioned, Approved**

9:05-9:30

5. President's Report

a. Sabbaticals-Fall 2020 have been deferred Spring 2021 no decision made yet

Applications will be accepted for 2021-2022, however funding is uncertain

b. Promotion-All candidates approved will be sent to BOT by Provost. We are not sure if the BOT will approve, defer, or modify in anyway. Senate urged that Assistant to Associate Professors go through.

Comment-Don't forget Instructor to Assistant!

c. Tenure clock-Pausing Clock is difficult. Senate, Provost and T & R Committee will be including a letter in all packets during this time.

d. Adjusted load-Provost will be speaking on this at 10am

e. Fall enrollment numbers-Numbers not bad. Retention is great. We are retaining 500 more students than this time last year. Admissions numbers up, but Freshmen deposits are down.

f. Classes in fall semester

In person instruction would require social distancing. This limits classroom capacity. Do we offer remote, hybrid, etc.?

Comment-The university can help control students in classes, etc., But the university has zero control of the students leading up to the semester, outside campus, etc.

This puts the campus community and the Glassboro community at risk. We have a large number of students in essential and healthcare jobs.

We are working on giving students the options to take classes remotely and give faculty and staff the option to work from home.

Comment- We should be mindful to not ask faculty to prep for an in person and remote learning at the same time.

Comment-Please think about the role of advising. We could run into FERPA issues.

Q-What about the Hi-Flex model?

A-students taught in-person and online by the same professor simultaneously.

Comment- Gives student a tremendous amount of choice. Students can pick and choose when they attend class. This may add a huge amount of stress to faculty.

Comment-In college meetings, it was not clear that faculty will have a choice. Can we have more clarification on this? Every Dean will probably have various degrees of flexibility.

Q-Will we be given Canvas shells or will we have to ask?

A-We should be given shells. But Bill will check.

Comment-Anyone using Blackboard look for emails from Bonnie and the Faculty Center.

Q-Those of us dealing with Experiential Learning need guidance for Fall Internships and Field Experiences?

A-A lot of this depends on the Governor and State of NJ

g. Finances (Chris Simons)

As of March 1 we had a strong budget position with 20 million dollars in surplus. 200 million is Cash reserves. We then lost 50 percent of our state funding, refunded Room and Board, and froze spending and hiring. 33 million in losses. 7 million from CARES.

Projecting a \$300K surplus for this fiscal year. Next year will be more challenging.

If we must require single dorm rooms, we will lose nearly 18 million dollars. Worst case, entirely online, we would lose 50 million on housing 120-150 million lose projected overall. There has been discussion about salary freezes next year.

Many NJ colleges have no reserves. Rowan University has not been struggling financially prior to this.

Q-How much is in the reserves?

A-\$200 million in Cash reserves and an endowment of \$250 million but this is tied up.

Q-Did any of the state buget cuts include cuts to the medical schools?

A-Yes, they receive a large portion of our state appropriations.

Q-There is a great deal of talk on furloughs. Is this any word on state level furloughs?

A-We do not think it will affect us. The ones Sweeney proposed do not directly affect us. The Council is discussing working with the state to help avoid layoffs.

Q-Any incentives for early retirement?

A-This could be local negotiation. AFT members that are in PERS would have to be a state level negotiation.

Q-We have asked the Provost about this, should I ask him again?

A-The AFT can ask again

Q-Would professional staff be a part of this as well?

A-Yes, it would be broad enough for all AFT members

Q-Are administrators taking pay cuts?

A-Not yet.

Comment- It is odd that many institutions have publicly announced admin pay cuts, but Rowan has not.

- h. Layoffs at Kean
- i. Fall curriculum deadlines: **Proposals must be approved by the Department, Dean, and College by Friday, September 25.** Proposals received by the Senate after September 25 but on or before October 2 may or may not be reviewed during the Fall semester. Proposals received after October 2 will be reviewed in the Spring 2020 semester.

Spring curriculum deadlines: **Proposals must be approved by the Department, Dean, and College by Friday, February 12.** Proposals received by the Senate after February 12 but on or before February 19 may or may not be reviewed during the Fall semester. Proposals received after February 19 will be reviewed in the Spring 2020 semester.

Note: All submissions will be through the OnBase workflow software.

Q-Would it be possible to have a staggered deadline? These are due very soon after the start of the semester

A-We could certainly stagger deadline to include minor proposals for later, but I am not sure how much that would help.

Q-Any change on OnBase use for tenure/recontracting packages in the fall?

A-No

Q- *Is there any update on archiving curriculum proposals for later reference, like we had through the Curriculum Database?*

A-*Yes, IRT is testing it now.*

- j. Tentative Senate and AFT meeting dates 2019-2020 (separate file)

9:30-10:00

6. Open Session: Tony Lowman, Provost and Senior VP of Academic Affairs

Deep in the evaluation plan for Fall 2020. Mode of delivery will be a combo of hybrid, face-to-face, and online delivery. We will not force people at risk into the classroom.

Looking at course size, inventory, classroom layouts, and technology needs. We hope in the next week we will be announcing training to move to Canvas and other online tools.

Q-What will the process for faculty, professional staff, and students who need a waiver to work or learn remotely?

A-Terri Drye and Scott Woodside are putting this together. Scott Woodside is representing Rowan on the State's reopening commission

Every unit on campus has been asked to put together their return to work plans. Childcare is an issue for many employees.

Q-Pleas speak about the situation with adjusted load?

A-We will protect our pre-tenured faculty (at least 3 credits). Approx. A 10 credit FTE load per college. Deans and Chairs will then determine how to best distribute. Many managers will also be teaching uncompensated to hopefully increase the adjusted load. Those with research grants may be able to buy offload as well.

So much of this depends on if we are getting students on campus and in housing.

Q- Will there be COVID testing for faculty and staff?

A-That is our plan. Getting there will be a challenge. Our entire return to campus is dependent on widespread testing and contact tracing

Q-Will the University be providing N95 masks and gloves?

A-N95 Masks are hard to come by. But we will be providing some sort of masks for employees required to come to campus. Gloves not used properly can be more of a problem than not wearing gloves.

Q-Any idea of when a decision will be made for Fall instruction?

A-We need to see what the state plans are. We would like to have a plan now, but there are no guarantees.

Q-What about service release times for the Fall?

A-Chair release time is factored into the 10 credit FTEs. We will begin to have a better handle in this in the coming weeks. The more patient, the more flexibility we will have.

Q-If we move to in-person instruction with social distancing, would students and faculty be required to wear masks?

A-Once we determine what the physical layout of the classrooms, we will be asking faculty and students how they what to proceed

Q-What will be the strategy for students who take the shuttle back and forth to Camden and other campuses?

A-Guidance will come from Public Transportation

Q- Can you comment on the possible extension of the upcoming academic year into the summer. How does this mesh with faculty on 10 month contracts?

A-We do have a local agreement in place that allows faculty to spread their load out to a 12 month period. If we decide to do this, we need departments and colleges discuss this. We do need to have contingencies in place.

We are interested in the idea that can we get everything in person completed by Thanksgiving. There is no idea that is a bad idea. Please send me your ideas or send them to your chairs and deans.

Q- When the campus reopens, should we reopen as a smoke and tobacco free campus to help support other healthy campus initiatives?

A-Absolutely

Q-We also have a Boatload agreement, would we be looking at using this?

A-Not for online classes, by remote hybrid possibly

Q-Will we be getting our back pay?

A-That would be an HR or AFT question

Academic Advising and Students Affairs has shifted back under the Provost's Office

You are not alone in this uncertainty. All senior leadership is trying to put together a plan and contingencies.

Q-Will hand sanitizer be available on campus?

A-Bill is confident in saying yes.

Q- Will we have initiatives for providing students with high quality WiFi?

A-The university is working on this. There are attempts to increase bandwidth throughout campus

10:00-10:15

7. Curriculum report: Marci Carrasquillo (separate file)

5239465-Motioned, Approved

5329164-Motioned, Approved

5323872-Motioned, Approved

5386804-Motioned, Approved

10:15-10:30

9. Second reading: Proposal to Create a Chair of the Library (separate file)-**Approved**

The Library Staff feel they need an elected chair and the Provost stated they need the Senate to approve this.

10:30-11:30

Elections

a. President-Bill Friend-**nominated, seconded, elected**

b. Vice President -DeMond Miller-**nominated, seconded, elected**

c. Secretary-Christine Larsen-Britt **nominated, seconded, elected**

d. Parliamentarian-TBD

e. Standing Committees

i. Academic Integrity-Dan Folkinshteyn nominated, seconded, approved.

ii. Academic Policies & Procedures-Erin Herberg nominated, seconded approved.

iii. Campus Aesthetics & Environmental Concerns-Ruben Britt, nominated, seconded, approved.

- iv. Career Development-N/A
- v. Committee on Committees-Ozge Uygur nominated, seconded, approved.
- vi. Curriculum-Marci Carrasquillo nominated, seconded, approved.
- vii. Diversity-JT Mills nominated, seconded, approved.
- viii. Graduate Education and Global Learning and Partnerships-Michael Schillo nominated, seconded, approved. (Dr. Monroe declines nomination)
- ix. Intercollegiate Athletics-Dan Drutz-nominated, seconded, approved.
- x. Learning Outcomes Assessment and Rowan Core-Nathan Bauer, nominated, seconded approved.
- xi. Professional Ethics & Welfare-Alicia Monroe nominated, seconded, approved.
- xii. Promotion-Julie Haynes (provisional nomination), seconded, approved.
- xiii. Recruitment/Admissions/Retention-Michael Morgan and Dr. Saddler nominated,
- xiv. Research-James Grinias nominated, seconded, approved.
- xvi. Sabbatical Leave-Guastavo Moura nominated, seconded, approved.
- xvii. Student Relations-Jennifer Savage nominated, seconded, approved.
- xviii. Technological Resources-Kimberly Poolos nominated, seconded, approved.
- xix. Tenure & Recontracting-Christina Iftode- nominated, seconded, approved.
- xx. University Budget & Planning-Chris Simmons nominated, seconded, approved.

e. **Senator Executive Committee At-Large Members**-Skeff Thomas nominated, Shirley Farrar nominated, both approved.

Senate Representatives to Board of Trustees Committees

Academic Affairs- Tom Fusco nominated, approved

Budget & Finance-Chris Simmons nominated, approved

Facilities-Skeff Thomas nominated, approved

Audit-Jerry Hough nominated, approved

Advancement-Eddie Guerra nominated, approved

Committee Draft: Tuesday, May 26, 1:00 PM, Webex

11:30-12:30

14. End of year committee reports

a. Standing Committees

b. All University Committees

15. Old business

There will be separate training for the move to Canvas and the technology involved. In addition, the Faculty Center also still will have the Online teaching course (this focuses on pedagogy)

Q- Any updates on parental leave policies?

A-AFT submitted it, but there are no updates.

Q-Is there any discussion for online On-Base training?

A-We will check into this

Comment-We need the CARES Team to have weekend hours. We will have a whole population of students still housing on campus this semester.

Comment-The students are now contacting their mentors and connections through the weekend and evenings. We need the CARES Team to be responsive and accessible

16. New business

Q-Would it be possible to have a drop in Senate update this summer since the Fall 2020 situation is not settled.

A-Yes, Absolutely

17. Adjournment 1:13