



5/20/2021

University Senate

Annual Committee Reports



Rowan University

Policy Committees	Chairperson	Suggestions	Recommendations
Academic Integrity	Dan Folkinshteyn		
Campus Aesthetics & Environmental Concerns	Rubin Britt	✓	✓
Curriculum	Marci Carrasquillo	✓	✓
Diversity	Rachel Shapiro	✓	✓
Intercollegiate Athletics	Dan Drutz	✓	
Learning Assessment – Rowan Core (LARC)	Nathan Bauer	✓	✓
Professional Ethics & Welfare	Alicia Monroe	✓	
Promotion	Julie Haynes	✓	
Recruitment, Admissions & Retention	Michael Morgan	✓	
Research	James Grinias	✓	✓
Sabbatical Leave	Gustavo Moura-Letts	✓	✓
Student Relations	Jennifer Savage	✓	✓
Technological Resources	Kimberly Poolos	✓	✓
Tenure & Recontracting	Cristina Iftode		✓

All-University Committees	Chairperson	Suggestions	Recommendations
Awards	Stephen Royek	✓	✓
Awards/Medallions	Lauren Banko/ Jess Melvin	✓	
International Education Council	Lupeng Li	✓	✓
University Scholarship	Jennifer Espinosa	✓	✓

ANNUAL COMMITTEE REPORT 20-21

Committee Name: Academic Integrity

Number of meetings held this year: 1 (via email)

Committee Chair: Daniel Folkinshteyn

Committee Members: (list here)

Lomboy, Gilson

Luther, Jason

Gregory, Eric

Sam, Cecile

Perry, Jill

Purpose of/Charge to Committee:

This committee's charge is to work with the Provost's Office on the matter of academic integrity by offering workshops and seminars to students who have committed violations.

Summary of Activities this Year:

Due to the pandemic, workshops and seminars were conducted online, using web-based materials that were developed earlier, on a rolling basis throughout the year.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

Recommendations:

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Campus Aesthetics Committee

Number of meetings held this year: One

Committee Chair: Ruben Britt

Committee Members: (list here)

- Beth A. Christensen
- Andra Garner
- Thomas Nardi
- Ray Foley
- Eli Moore
- Liam Cutri-French
- JoAnna R. Murphy
- Ruben Britt

Purpose of/Charge to Committee:

- To attain updates on current and future planning projects and operational procedures and to provide feedback and recommendations on how they affect the Rowan University community.

Summary of Activities this Year:

The chairperson provided information from his meeting with Joe Campbell, Divisional Vice President of

Facilities Planning & Operations regarding current and proposed projects. As result of the meeting with the Aesthetics Committee, there were several questions that were asked.

- Are there plans for additional parking on campus for both staff and students?
- What are the plans for the Triad apartments?
- What are the plans for Chestnut Hall?
- Will there be additional parking for the Sophomore Village.

Below are the response from Joe Campbell regarding the aforementioned questions:

- Are there plans for additional parking on campus for both staff and students?

The Cassady demo will add parking behind Discovery Hall, adding to the 180 spaces vacated when Facilities Operations relocate to 70 Sewell Street. Parking was also added as part of the North Campus Drive storm water management project.

- What are the plans for the Triad apartments?

Currently the Sophomore Village project that includes the demolition of Triad is on hold. The role for Triad in the fall will be determined by the housing and residence life leadership and pandemic needs.

- What are the plans for Chestnut Hall?

The Freshman Village project is on hold. Which included demolition of Chestnut and adding parking. There are no other immediate plans for Chestnut. The housing portfolio Summit subcommittee is looking at the current residence halls to prioritize renovation and modernization programs

- Will there be additional parking for the Sophomore Village.

This is the Triad Area project that is on hold.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

- **With the ongoing encroachment of land from building projects and the continued increase of student enrollment, it is imperative for the university to consider increasing parking space for students and staff.**

Recommendations:

- **The committee recommended that a student, a Campus Aesthetics Committee member, and a staff member are present at the planning meetings for feedback before the projects are finalized.**

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Curriculum

Number of meetings held this year: Fall 2020: seven; Spring 2021: ten.

Committee Chair: Marci Carrasquillo

Committee Members: Ozge Uygur, Phil Lewis, Gina Audio, Dan Strasser, Jiyeon Lee (Fall), Lisa Vernon-Dotson (Fall), James Coaxum (Spring), Alicia Drelick (Spring), Will Riddell, Ravi Ramachandran, Kate Slater, Maria Rosado, Leslie Elkins, Adam Kolek, Nancy Tinkham, Shari Willis, Kevin Keenan, Eli Moore, Carmen McDonald, David Vaccaro, Jennifer Matthews, Joel Rudin.

Purpose of/Charge to Committee: “Reviews proposals for title and credit changes, minors, concentrations, major programs, courses, certifications, reorganization of academic/department offerings, and new or revised University-wide curricular patterns; reviews proposals to create, dissolve, or significantly reconstitute academic departments or colleges; forwards recommendations to the Senate and then to the executive vice president/provost.”

Summary of Activities this Year: As of this writing the SCC received 287 proposals. (This number does not reflect the full AY 2020-2021 proposal total; completed proposal submissions that are still under review by department, dean, and college approvers have not been included.) The committee held seventeen e-hearings to review 68 major proposals (quasi-curricular, new degree/program, and major changes to existing program proposals). The remaining proposals (new courses, changes to existing courses, minor changes to existing degrees/programs) were reviewed by the committee chair.

The chair also represented the committee in discussions related to, for example: expediting the curriculum review process for time-sensitive major proposals, overhauling the WI/LIT designation processes, and implementing a university-wide infrastructure for experiential learning. In addition, the chair assisted stakeholders in IRT and the Provost’s Office with further improving the various OnBase proposal templates and with creating a curriculum proposal dashboard to replace the old curriculum database. The new dashboard went live in Spring 2021 and now is available to members of the university to view and track proposals at any stage in the curriculum review process.

Major proposals received and approved by the SCC:

4+1 (Combined Advanced Dual Degree): 7

BA: 1

MS: 2

Minors: 4

Undergraduate Concentrations: 5

Graduate Concentrations: 6

Certificates of Undergraduate Study (CUGS): 13

Certificates of Graduate Study (COGS): 7

Certificates of Advanced Graduate Study (CAGS): 3

Quasi-Curricular Changes: 7

Major Changes to Existing Degrees/Programs: 13

SUGGESTIONS & RECOMMENDATIONS

Recommendations: Currently one college-level curriculum committee reviews proposals for the College of Science and Mathematics, the School of Earth and Environment, and the School of Health Professions. Since SHP is about to separate from CSM, the SCC recommends a new/second college-level committee be created to review SHP curriculum proposals. This restructuring will make the workload more manageable (the number of proposals SHP produces in an average year is roughly on par with the number CSM and SEE produce together) and, in turn, should facilitate more comprehensive reviews of proposals prior to their submission to the Senate.

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Diversity Committee

Number of meetings held this year: 6

Committee Chair: Rachael Shapiro

Committee Members:

Rachael Shapiro	Faculty or Professional Staff
Susan Browne	Faculty or Professional Staff
Rachel Budmen	Faculty or Professional Staff
Kate Kedley	Faculty or Professional Staff
Ai-Guo Han	Faculty or Professional Staff
Joseph Higgins	Faculty or Professional Staff
Ashley Lierman	Faculty or Professional Staff
Colleen Montgomery	Faculty or Professional Staff
Marybeth Walpole	Faculty or Professional Staff
Richard Jonsen	Faculty or Professional Staff
Karen Stesis	AFT Representative
Denise Williams	CWA Representative
Kyle Perez	SGA Representative
Jason Brooks	SGA Representative
Ayala Gedeon	SGA Representative

Purpose of/Charge to Committee: Monitors diversity throughout all areas and for all members of the Rowan University community, with special attention to issues of social justice; recommends practices and policies that will enhance diversity at Rowan; and assists in the development and establishment of such practices and policies.

Summary of Activities this Year:

This year, we accomplished the following and more:

- 1. Invited Dr. Penny Meyers-McPherson to discuss with us the limits, overlaps, and unique roles and potential for DEI btw the DEI Division and the Senate Diversity Committee.**
- 2. Provided feedback to the DEI Division's Strategic Priority Committee 3 on inclusive teaching and scholarship on their MOA revision to integrate DEI language.**
- 3. Provided feedback to the DEI Division's Strategic Priority Committee 3 on inclusive teaching and scholarship on their "Toolkit for Diversity, Equity, and Inclusion (DEI) in Faculty Recruitment, Hiring, and Retention."**

4. Held an international faculty panel with guests Yannick Kluch, William Mikkell Dack, and Senate President Bill Freind to discuss pre-tenure international faculty members' experience with visa and residency processes, campus climate, and structure support.
5. Diversity Awards:
 1. Recognized the 2020 winners via the Rowan Announcer and DEI Division Blog and university awards, as they hadn't been recognized last year due to Covid-19.
 2. Established a new award to include the medical schools: Excellence in Diversity for the Study or Practice of Medicine.
 3. Circulated the call for nominations, established an awards selection subcommittee; reviewed nominations; selected winners for all 7 categories; designed, ordered, and delivered plaques; highlighted winners via Rowan Announcer and [DEI Division Blog](#); and coordinated with organizers of faculty and students awards events around the university to recognize the winners' accomplishments.
 4. Articulated policies and procedures for the awards
 1. Developed award descriptions, protocol, and procedures
 2. Suggested ongoing partnership with DEI Summit organizers to feature award winners there going forward
6. We also planned a webinar on explore how the history of racism in the practice of medicine in the U.S. has created mistrust in Black and Brown communities in order to give context for the Covid-19 vaccine and BIPOC communities, but we discovered there were very similar panels already being planned with the same panelists we'd invited. Thus, we canceled our efforts there and offered our support to panel organizers.

Excellence in Diversity Award Winners

After reviewing 15 nominations, our Excellence in Diversity Awards this year have gone to the following:

- Faculty Social Activism: Dean Paula Watkins
- Faculty Scholarship: Stephanie Abraham
 - w/honorable mentions to Heather Lanier, and Nicole Vaughn
- Student Performance: Stephen Cobb
- Student Group Project: Kerry Cormier, Donn Garby, Mbuh Payne, Sanaz Shahi, and Sa-Rawla Stoute
- Practice of Medicine: The Black Collective at RowanSOM
- Student Social Activism: Shareise Katrell Abdullah w/ hon mention to Eliya Bravo
- Faculty Group Project: Cate Romano and Anna Bassiri

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

The Senate Diversity Committee offers the following suggestions:

- The university should develop a comprehensive Transgender Student Services plan that includes changing rooms at various sites on all campuses.

- The Diversity Committee in the past two years has learned of structural and campus cultural challenges for international students and faculty at Rowan, particularly on the Glassboro campus. We recommend continued assessment of and advocacy on behalf this population as an issue of equity and inclusion. This is particularly pressing as Rowan looks to secure and expand its international position and pursue R1 status in the future.
 - In particular, we recommend follow up with HR's international faculty policy with regard to visa and green card sponsorship, with emphasis that international faculty should have the opportunity to review and offer feedback on the policy as experiential experts on the issue.

Recommendations:

The AY 2021-22 Senate Diversity Committee might consider taking up the following:

- Seek further partnership with the new Provost's Fellow and the DEI Division on their work. There continues to be opportunity for developing synergies between our committee and the other DEI groups around the university.
- Contact university advancement to identify an established and consistent funder or funders for the annual Excellence in Diversity Awards (for cash awards, plaques, etc.).
- Seek to establish the Excellence in Diversity Awards as a regular part of the annual DEI Summit.
- Seek ways to establish additional public forums for faculty and student discussion on important current issues affecting the campus community and beyond.
- Continue to offer consultation on DEI efforts around the university.
- Continue to seek ways to support BIPOC students on campus, particular in the post-pandemic return to campus. Consider how we might leverage the return as an opportunity to let go of harmful patterns in campus culture and establish new ways to thrive as a vibrant campus cherishes its BIPOC community members as essential to our identity.
- Include SGA members in committee meetings.

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Intercollegiate Athletics

Number of meetings held this year: 1

Committee Chair: Dan Drutz

Committee Members:

Jason Brooks (student)

Liam Cutri-French (student)

Joanne Bullard

Valerie Carabetta

Patrick Crumrine

Pam Marshall

Tiffany Tillman

John Giannini

Bonnie Angelone

Ryan Barrett

Purpose of/Charge to Committee:

Monitors the entire operation of intercollegiate sports on the campus.

Summary of Activities this Year:

We met at the beginning of the year to discuss what would happen with sports for the academic year. We were told by Dr. Giannini that there would be no sports in the fall, the winter was in doubt, and there had been no discussions about the spring. It was evident that the safety of the athletes and staff were paramount. The NCAA's decision to allow students an extra year of eligibility also made the decision a little easier to make as far as not playing games. Teams did practice in the fall and winter in small groups wearing masks when necessary. The athletes and staff were tested regularly in conjunction with the Rec Center and Wellness Center.

Dan was in contact with Dr. G throughout the year and was told when the decision was made to cancel winter sports and to play spring sports. The decision was made at the highest levels of administration and with a lot of consideration of the health and safety of everyone on campus.

Here is a summary of what was done for the spring:

All student-athletes and coaches are tested twice a week. All our student-athletes are screened for temperature and symptoms before every practice and competitions. Opponents must attest that they have been Covid-19 screened the day of the competition and have received a negative test result within 72 hours.

Masks are worn and social distancing takes place except when actually competing.

Spectators are allowed, but only two family members per student-athlete are admitted via a pass list to insure spacing in our facilities. No visiting team guests are allowed. Those not on the pass list are able to watch from a distance on property outside the athletic facility. Several games have been cancelled out of an abundance of caution because of positive tests and contact tracing by opponents or our teams. As a result, there has been great confidence that

the games that have taken place have been done so safely. All of our measures have equaled or exceeded NCAA recommendations.

Roster sizes will expand next year in the following way to accommodate new recruiting and allow any students who wish to use an extra year as per NCAA guidelines to remain on the team. Each team will have their normal roster size to accommodate new recruits plus any 5th year returnees who want to use their final year of eligibility that was affected by covid-19.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

One issue that comes up year after year is our Baseball, Softball and Lacrosse teams have issues with playing facilities for postseason due to commencement. This year is going to be especially tough on baseball because they are missing out on at least one weekend of playoff games due to commencement and the new format. I think that the University has to play a bigger role in helping athletics find facilities to use off-campus in a proactive approach, instead of a reactive approach. We need to just assume that our teams are going to be in the postseason and find them a place to play each year. If we don't host, then we don't need it, but at least we have it. I think that funds are part of that, but if the University truly has a commitment to athletics, then they should help subsidize this in order for our students to have the best possible experience.

Recommendations:

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Learning Assessment & Rowan Core Committee

Number of Meetings Held this Year: 1 meeting of full committee, 3 meetings of subgroups, multiple email-only review sessions

Committee Chair: Nathan Bauer

Committee Members: (list here)

Joel Rudin	Paul Ullmann	Christine Larsen-Britt
Gracemarie Fillenwarth	Darren Provine	Patricia Dashefsky
Amy Accardo	Jennifer Nicholson	Jeff Bonfield (non-voting member)
Jane Hill	Catharine Dickerson	Christine Mazza (non-voting member)
Tony Hostetter	Samantha Kennedy	
Benjamin Daniels	Cheryl Turley	

Purpose of / Charge to Committee:

The Learning Assessment & Rowan Core (LARC) Committee has the following responsibilities:

- Develop and approve changes to Rowan Core policy. (Significant changes will need Senate approval.)
- Coordinate with the Senate Curriculum Committee to ensure that proposals to create new Rowan Core courses include the information needed to begin managing and assessing these courses.
- Revise existing Rowan Core learning outcomes (or add new ones) as needed.
- Communicate regularly with departments regarding Rowan Core policy, the status of Rowan Core courses, and assessment requirements.
- Manage the Rowan Core program in coordination with the Director of Assessment (e.g., maintaining a shared database with information on approved Rowan Core courses).
- Manage existing Rowan Core courses, including review of proposed changes to assessment plans (e.g., changes to assignments or exam questions).
- Periodic review of existing assessment plans for Rowan Core courses, ensuring that they remain relevant and follow best practices in assessment.
- Revoke courses from Rowan Core if departments fail to do the approved student assessment.
- Ongoing review of Rowan University's assessment principles and practices.
- Work with departments on programmatic assessment, including the review of proposals to use Rowan Core learning outcomes to assess program courses.
- Coordinate with the work of the Director of Assessment, including the systematic review and analysis of assessment data.

Summary of Activities this Year:

This was the first year of the LARC Committee, which was formed from the merger of the previous Rowan Core and Learning Outcomes & Assessment Committees. We worked on the following policy items:

- A set of new guidelines for the teaching and assessment of WI and LIT courses (approved by the WI and LIT Task Force [composed largely of LARC Committee members] and the Senate)
- A resolution clarifying the review responsibilities of the LARC and Curriculum Committees (approved by the LARC committee; the Senate subsequently approved a significantly modified version of this plan)
- A resolution bringing new transfer students over to the Rowan Core model, starting in Fall 2021 (approved by the LARC committee and the Senate)

In addition to these policy items, we held multiple sessions (some virtual, some by email) to review proposed assessment plans for Rowan Core courses.

SUGGESTIONS & RECOMMENDATIONS

One of the major tasks for next year's LARC Committee will be the implementation of the new WI and LIT guidelines. This will require continued close collaboration with the Departments of Writing Arts and English, along with the Director of Assessment.

There have recently been preliminary conversations about how Rowan can better recognize and track experiential learning. The Rowan Core review process and assessment system have been identified as a useful model for this task, and I recommend that the LARC Committee stay closely involved in these discussions.

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Professional Ethics and Welfare Number of meetings held this year: 7

Committee Chair:
Alicia Monroe

Committee Members:
Sarah Bauer
Nicole Edwards
Shirley Farrar
Kimberly Houser
Jonathan Jiras
Amy Kumiesz
Erin O'Neill
James Roh
Lauren Shryock
Shari Thompson
William Freind (Ex-officio member)

Purpose of/Charge to Committee:

This committee evaluates conditions under which faculty/professional staff function; recommends rules to ensure fair treatment for all faculty/professional staff members.

Summary of Activities this Year:

- I. Ethics Complaints**
Three potential ethics issues were brought to the attention of the committee chair. However, no formal ethics complaints were filed.

- II. Code of Ethics Revision**
The committee re-engineered the Code of Ethics for Faculty/Professional Staff which was last amended 5/15/02. This was an outcome of two years of committee work that included the following.
 - 1. Research the focus of ethics committees at New Jersey AFT-affiliated universities.**
 - 2. Committee discussion with the current and former Ombuds.**
 - 3. Meeting with the Title IX Coordinator.**
 - 4. Discussions with the AFT Grievance Chair.**
 - 5. Review of the IRB process**

6. Review of the role of the University Ethics Liaison and the Whistleblower Hotline process.

III. Ethics Reporting Guide

For the past two years the Professional Ethics and Welfare Committee has worked diligently to identify the University's business owners of ethical practice and research the ethical approaches of colleges/universities in the region; in order to rebrand the committee as a valuable entity in its service to AFT members.

Accordingly, in addition to updating and revising the Code of Ethics, the committee created an Ethics Reporting Guide to be distributed to AFT members. The purpose of this guide is to assist AFT members in navigating avenues of redress for ethical issues and concerns.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

The committee endeavors to review, revise, and possibly reframe the Procedures for the Senate Ethics Committee document.

Recommendations:

None

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Promotion

Number of meetings held this year: 1

Committee Chair: Julie Haynes

Committee Members:

Nasrine Bendjilali, Xiufang Chen, Beth Christensen, Jess Everett, Paul Grossman (AFT), Ted Schoen, Cindy Vitto

Purpose of/Charge to Committee:

Reviews processes/procedures for promotion and offers suggestions or recommendations to the union and administration; supervises the election of college promotion committees; conducts workshops with the Faculty Center to guide applicants in preparing promotion documents; develops procedures for receipt and processing of promotion materials from candidates and college promotion committees; reviews applicant portfolios in light of the procedures established by the institution and the department and approved by the dean, certifies to provost that the procedures have or have not been correctly carried out by both the department and college committees; communicates with all stakeholders regarding the promotion process as necessary.

Summary of Activities this Year: The committee chair reached out to administration and the union during the summer of 2020 to discuss the AY 19-20 committee report and suggestions. The committee met as a whole in October 2020 to discuss the previous year's report and potential global changes to promotion processes at Rowan. Two workshops were held in conjunction with the Faculty Center. Extensive discussions were had with Promotion chair and AFT regarding the creation of a promotion MOA for Lecturers. Additional discussions were held between Senate and AFT leadership and administration regarding changes to promotion processes generally. Two candidates applied for Full professor; no committee involvement was needed for these candidates. Numerous Lecturers applied for promotion but most of those applied for early promotion, bypassing the Senate committee process. Promotion chair fielded

numerous inquiries from candidates, deans, and department/college promotion committee chairs.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

- 1. Administration should share the list of those declaring intent to apply for promotion with the promotion committee in a timely fashion. Streamlined processes for intent to apply (via Google forms) should assist in this regard.**
- 2. Intent to apply deadlines might be moved to earlier (Summer) for tenure-track faculty who need external reviewers. This change in process gives committees and deans' offices more time to secure reviewers and give reviewers more time to review materials.**
- 3. The Promotion MOAs (Lecturer and Tenure-track) should be periodically reviewed by a committee to proof for any contradictory or outdated content.**
- 4. The Promotion MOAs overall should be streamlined, along with the T&R MOA, for more efficiency and to minimize the bulk of applications.**
- 5. The Lecturer MOA should be revisited to address areas that may not have worked this cycle, or areas that could use clarification.**
- 6. The AFT should consider a Senate-level review of split or negative vote decisions for Lecturer promotion candidates to mirror the process for tenure-track faculty.**
- 7. The Professional Staff promotion committee may consider collaborating, if necessary, with the Senate Promotion committee on areas such as workshops.**
- 8. External reviewer processes should be clarified and parameters included in the MOA(s).**
- 9. Several workshops with the Faculty Center should be offered during the academic year (instead of just one) to assist with applications/processes.**
- 10. College committee election processes should be reviewed, as some colleges conduct their own elections and others use the Senate. Consistency in this process is probably warranted.**

Recommendations:

1. As noted above, Promotion Memorandum of Agreements should be reviewed by the Senate, AFT Leadership, and administration to reexamine the current processes and/or language, which at times can be opaque, cumbersome, and/or contradictory.
2. Senate and AFT leadership may consider collapsing the Senate level Promotion committee with the Senate Tenure and Recontracting committee, if the latter moves to a reviewing body vs. evaluative body.
3. If such a consolidation occurs, a Promotion chair should remain in place, functioning as a liaison between AFT, administration, and applicants, and should review MOAS and hold workshops.

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Recruitment, Admissions, Retention (RAR)

Number of meetings held this year: 3

Committee Chair: Michael Dean Morgan (replacing Kha' Sadler mid-year)

Committee Members:

Michael Morgan	Faculty or Professional Staff
Christine Barden	Faculty or Professional Staff
John Coulter	Faculty or Professional Staff
Amanda Cox	Faculty or Professional Staff
Nick DiUlio	Faculty or Professional Staff
Alicia Groatman	Faculty or Professional Staff
Patrice Henry-Thatcher	Faculty or Professional Staff
Patrick Massaro	Faculty or Professional Staff
Terru O'Brien	Faculty or Professional Staff
Laura Repsher	Faculty or Professional Staff
Melissa Speck	Faculty or Professional Staff
Jessica Syed	Faculty or Professional Staff
Maya Arroyo	AFT Representative
Kevin McCarthy	SGA Representative
Samantha Bollendorf	SGA Representative
Joseph Frascella	SGA Representative

Purpose of/Charge to Committee:

Reviews and evaluates recruitment and admissions policies and procedures, specifically those which relate to curriculum, programs and instruction, and academic standards affecting progress toward a degree; recommends needed changes.

Summary of Activities this Year:

This committee was initially chaired by Kha' Sadler who was asked to take on additional duties for the Senate. Michael Dean Morgan took over as committee chair in Spring 2021.

The first meeting was organizational with introductions, committee charge, reviewing previous business, and discussing goals for the 2020/21 academic year. Several questions were posed:

- What are the transfer requirements and resources needed for students to gain access into certain colleges?
- With classes being remote, how do you reach students when their screens are off and they appear disengaged?
- What is the retention rate of current students? How are we increasing retention efforts for the current student body?
- Regarding retention, what is Rowan currently doing that is different/separate from other institutions?

Attention was highly focused on retention efforts and Laura Repsher provided valuable information about an Intervention Inventory that is still being worked on; shared data regarding students who have flags in RSN; those in danger of failing; and others who have enrolled in the Student Success & Persistent Program

The committee prioritized an invitation to Erin Hannah, Associate Director for Student Success Programs to discuss Rowan University's retention efforts which was set for Tuesday, December 8, 2020. Second priority was to invite a representative from admissions, the current process and changes coming.

In the second meeting the committee welcomed Erin Hannah who discussed the challenges and successes of Student Services. She explicated the many resources available to struggling students including tutoring, success coaching, starfish, and new tools. The "Starfish" system saw an exponential jump of "flags" noting "student concern" by the instructor. At the time of the meeting there were 7000 flags to date for Fall 2020. The key take away was that the most effective path to supporting students is for the individual class instructor to be more proactive in addressing struggling students directly. There are tools through Starfish and academic probation, but those are often to document rather and support rather than the full solution.

Michael Dean Morgan took over the chair for the last meeting of the semester inviting Jessica Syed, Ed.D., Senior Assistant Director, Office of Admissions to address the remainder of the questions from the committee. She provided a detailed overview of the state of Rowan admissions and challenges moving forward. Jessica Syed discussed specific accepted numbers and noted all departments should be holding virtual event to help inform their incoming students.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

Retention is a high priority. Student Success Programs needs the help of instructors to guide students to the many resources available. When students struggle, Instructors need to know

that “raising a flag” in Starfish is one tool of many to support our students. The full campus community is encouraged to learn more about the many tools offered to all students.

It is clear that Covid-19 and the surrounding events have affected enrollment and retention. At the time of the admission report applications numbers were DOWN 25-37%. The committee suggests all departments be proactive in directly engaging in-coming students and to create virtual events for connection and to ask questions. These events can be scheduled through the Office of Admissions. All virtual events are posted on the admissions website.

Recommendations:

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Research Committee

Number of meetings held this year: 1 – February 16, 2021

Committee Chair: James Grinias, Chemistry & Biochemistry, CSM

Committee Members:

James Grinias (Chair)	Faculty- Science/Math
Vahid Rahmani	Faculty - Business
Seoyeon (Celine)Hong	Faculty-Communication/Creative Art
Sarah Ferguson	Faculty-Education
Francis Haas	Faculty- Engineering
Kul Kapri	Faculty-Humanities/Social Sciences
Davide Ceriani	Faculty - Performing Arts
Zacary Christman	Faculty - Earth and Environment
Erin Pletcher	Faculty - Health Professions
Amanda Fakira	Faculty
Meredith Joppa	Faculty
James Holaska	Faculty
Amanda Fakira	Faculty - CMSRU
Xiufang Chen	Faculty
Dylan Klein	Faculty
Brittine Pratt	Professional Staff
<i>Open Seat</i>	Professional Staff
<i>Open Seat</i>	Professional Staff
Rele Shilpa	Librarian
<i>Open Seat</i>	IRB Representative
Eduard Dekov	IACUC Representative
Kevin Currie	IBC Representative
Benjamin Saracco	AFT Representative

Samantha Bollendoft

SGA Representative

Purpose of/Charge to Committee:

The research committee monitors research and research services on campus to identify and address issues of research interest. The committee makes recommendations for (I) promoting research and research awareness on campus; (II) meeting resource needs for research; and (III) establishing policies to ensure that research related issues on campus are addressed appropriately. The committee solicits, compiles and disseminates input from the campus community to ensure that the faculty, staff, students, and administration are aware of current research efforts, resources, and challenges.

Summary of Activities this Year:

The early part of the committee year related to establishing policies for a successful “Return to Research” plan following campus closures related to COVID-19. This plan ensured a safe working environment for researchers on all campuses when work restarted in late summer 2020. A number of initiatives have been delayed due to budget shifts related to the pandemic. Future SEED award cycles are contingent upon a decision as to when these grants will once again be made available to the campus community. A potential change in award name and focus has also been discussed: the Rowan University Research Catalyst Program, which will prioritize funding for new projects in the five areas of the University of the Future initiative

Outreach has been made to a number of other groups on campus who have overlapping interests related to research endeavors on campus. Previous year recommendations on improving the ability to provide incentives to participants in human subject research studies have been instituted in part through collaboration with IRB and Purchasing. Members of this committee affiliated with Rowan’s library system are also leading efforts as part of the “Open Access Research” network across all three campuses. Others are participating in the Graduate School Committee, which is establishing policies and procedures for the new Rowan School of Graduate Studies that will be managing research-based graduate programs. One particular area that affects research endeavors on campus is the determination of appropriate support levels for graduate students, including insurance-related benefits. Finally, the committee is supporting grassroots efforts by senior faculty members related to improving research infrastructure and grant management on campus.

The Research Committee also helped with the marketing of the virtual Faculty Research Day in March 2021, which emphasized Rowan's research endeavors related to COVID-19, the Camden community, and DEI initiatives.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

- 1. Establish clear guidelines and timeline for submission, review, and budget management of proposed Rowan University Research Catalyst Program.**
- 2. Determine best practices for graduate student funding and insurance policies at peer institutions and leading research institutions and devise plans for fair and equitable guidelines related to these topics across all graduate programs.**
- 3. Explore future directions for research growth and infrastructure in Camden.**

Recommendations:

- 1. Improve communication efforts between the Division of University Research and the various campus entities collaborating with the Research Committee to increase productivity and eliminate duplicative efforts related to research policy development.**

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Sabbatical Committee, 2020-2021

Number of meetings held this year: 1 meeting

Committee Chair: Gustavo Moura-Letts, Chemistry and Biochemistry, CSM

Committee Members: (list here)

1	Gustavo Moura-Letts	Chair, Faculty-CSM
2	Kelly Duke Bryant	Faculty-CHSS
3	Olcay Fatma Ilicasu	Faculty-CSM
4	Joseph D. Johnson	Faculty-Creative Arts
5	Philip R. Laporta	Faculty or Librarian
6	Qian Sun	Faculty or Librarian
7	Jennifer E. Courtney	Faculty or Librarian
8	Robert D'Intino	Faculty-College of Business
9	Carol C. Thompson	Faculty-Education
10	Amanda Adams	Librarian-AFT (non-voting)

Purpose of/Charge to Committee:

The Sabbatical leave committee shall conduct its review of applications for sabbatical leave, and make its recommendations to the President in accordance with the current contractual agreement.

Summary of Activities this Year:

Due to the pandemic limitations, the sabbatical committee was made aware that few applications would be submitted and therefore awarded.

The committee met 1 time on 11/20/20.

6 Semesters of sabbatical leave were requested by 4 applicants.

The senate committee recommended 4 applicants for sabbatical and following is the college breakdown of sabbatical leave recommendations by the senate committee:

CSM (1), CCCA(1), COB(1), COEd (1)

Due to the pandemic limitations, no sabbatical leave awards were made for this academic year.

All the applicants were notified by the provost office in writing by 02/26/2021.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

As Rowan University slowly goes back to normal, the committee anticipates a potential high volume of applications for next academic year. The committee would like to suggest a more detailed committee drafting process to allow for the selection of members that have schedules suitable for the demands of the committee.

Recommendations:

The committee hopes to update the sabbatical MOA to better represent the evolving academic environment at Rowan University. As the number of applications continues to fluctuate, the committee would like to recommend the scheduling of sabbatical leave workshops (one in the spring and one in the summer) that allow the potential applicants to fully grasp the requirements for a successful proposal. As the sabbatical proposal merit review process continues to evolve, the committee also recommends that each department's chairs are also invited to attend these workshops, thus allowing their review process to fully align with the senate review.

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Student Relations Committee

Number of meetings held this year: 8

Committee Chair: Jennifer Savage, Technical Trainer, IRT

Committee Members: (list here)

Melissa Meireles, Alternate Chair, Technical Trainer, IRT

Arielle Gedeon, SGA President

Jason Brooks, SGA AVP Student Affairs

Camryn Hadley, SGA AVP Public Relations and Special Events

Sarah McClure, SGA Secretary

Donn Matthew Garby, Graduate SGA E-Board

Mary Jean Schultes, Graduate SGA E-Board

Devin Massaro, Graduate SGA E-Board

Melanie Alverio, Assistant Director, Marketing, Member Service & Business Operations, Campus Recreation

Shan An, Cataloging Librarian, Campbell Library

Gary Baker, Assistant Director, Greek Affairs

Karen Brager, Lecturer, Communication Studies, Ric Edelman College of Communication and Creative Arts

Christina Davidson-Tucci, Advisor, College of Science and Math

Sharon McCann, Instructor of Sociology

Alison Novak, Assistant Professor, Department of Public Relations & Advertising, Ric Edelman College of Communication & Creative Arts

Nelcy Jimenez, Bursar's Office

Stephen A. Royek, Professor, College of Communication and Creative Arts

Katherine Turner, Lecturer, Coordinator for American Studies Program

Amy Woodworth, Assistant Professor, Coordinator of the First-Year Writing Program

Purpose of/Charge to Committee: This committee evaluates existing and proposed relations and procedures and initiates recommendations for changes.

Summary of Activities this Year:

During our first meetings, we identified the following areas to concentrate on:

- Inviting the Graduate SGA E-Board to start attending our meetings. This had been approved in the Senate several years ago.
- Continue to build and strengthen our relationships with various task forces within the university, including the Affordability Task Force (ATF) and the Campus Wellness Task force.
- Identify areas in the university that may be strongly affected by the COVID crisis and make recommendations as applicable to help all students within the university.

During subsequent meetings, the following areas were identified as areas needing our committee's attention:

- Identify students who may need more help with financial literacy/wellness
 - Students whom have either lost loved ones or are ill themselves from COVID
 - Students without family support
 - 1st Generation (1st Gen) Students
 - Identified a need for information and events for scholarships, deadlines, etc.
 - Transfer Students
 - Identified as a group feeling isolated and having no support
 - Graduate Students
 - Identified as having financial hardships; no CARES money/tuition reduction
 - International Students
 - This group of students was identified as one highly affected by financial and food insecurity during COVID
 - Acknowledgements:
 - Financial Aid held two events for 1st Gen students and scholarships in fall 2020; the 1st Gen Task Force held an online symposium in spring 2021

- SGA financed over \$60,000 in undergraduate scholarships this year, as well as contributed to the SHOP and is instrumental in initiatives like Can the Van and the Student Hunger on Campus (SHOC) survey
 - The Affordability Task Force (ATF)/The SHOP have continued to identify at risk groups on campus, continuing Fresh for All, the SHOP and the Adopt a Family Thanksgiving baskets, as well as opening another SHOP on Stratford campus and improving the cold storage/food options on the Glassboro campus
 - There is a new initiative, RowanNEXT, which compiles information and services specific to graduate students; ATF is also creating a page on ProfCents specific to graduate students
- Continued and in some ways worsening communication issues between all students, faculty, administration, staff and families during COVID
 - Graduate and non-traditional students expressing poor communication and lack of understanding
 - Faculty and students reporting confusion and frustration with the different modes of instruction (hybrid, hyflex, remote, online, synchronous vs. asynchronous, PPO, PPR, face-to-face, etc.)
 - Lack of clarity between some faculty and students on course expectations, defined course design or a clear communication plan
 - Camera usage (or lack of) by students creating difficulties in engagement, participation, but also heightening economic and housing disparities for students
 - We sent a list of recommendations to University Senate President on 12/21/20 to identify these issues and come up with some recommendations for improvement. Will include in the next section
 - Lots of “chatter” on parent social media about teaching modes, expenses, lack of communication

Recommendations to the Rowan University Senate from the Student Relations Committee:

- **One of the most critical areas that we still see as needing improvement is communication**
 - There needs to be improved communication between administration, faculty, staff, all students and families
 - Graduate and non-traditional students have expressed poor communication and lack of understanding from administration, faculty and staff
 - **Recommendation:** Continue to work with groups within the University, such as 1st Gen Task Force, Graduate SGA e-board, RowanNEXT and

- the ATF to increase/improve upon information and services available to these groups of students
- **Recommendation:** This committee would like to set up “walking tours”, focus groups, etc., to ensure all students are aware of the University Senate and the Student Relations Committee
- Faculty report confusion and frustration on course delivery modes, policies and procedures and contingency plans for future shutdowns
 - **Recommendation:** Administration should strive to work with Deans/Chairs/Departments to ensure timely and consistent communication with faculty prior to each semester
 - Students and families are expressing confusion and lack of resources to understand and navigate registration (especially different modes of delivery)
 - **Recommendation:** Continued outreach and different modes of communication with students and families
 - There were town hall meetings in late summer 2020. It would be helpful to continue to host these prior to each semester start
 - Continued and expanded utilization of social media/live sessions, email and the website to communicate important information
 - Expand sections, including videos and FAQs, of the Registrar’s website specific to modes of delivery and other confusing elements
 - Another major area of concern is consistency in faculty course development and communication with students
 - Canvas has been adopted as the Learning Management System (LMS) for all courses (formerly for Rowan Online online and hybrid courses)
 - There are reports that all faculty are not organizing their courses in a similar manner, making it difficult for students to navigate multiple courses
 - There are reports that not all faculty are providing students with a detailed syllabus, specifically housed in their Canvas courses
 - There are reports that some faculty are not setting and communicating expectations to the students at the beginning of term, including communication preferences, camera usage, attendance, etc.
 - **Recommendation:** We recommend more training for faculty in Canvas skill sets and guidance on content provided
 - There is a self-paced Canvas course that all faculty have access to, but there may need to be more types of training experiences available specific to individual tasks/items; for example, the

Faculty Center may be able to host workshops on setting up courses, creating syllabi, setting expectations and more. If possible, emphasize the need for the students to have this information readily available. It's a mindset for faculty - there needs to be a syllabus that is detailed and accessible all semester long. Some may appreciate assistance in adding much needed guidance for students. Also, if there are any specific policies that **MUST** be included per university guidelines, perhaps that can be communicated under separate cover and in the Canvas training

- There needs to be specific policies in place for camera usage and faculty need to know what is required and how they can help students with accommodations or issues navigate the policy
- We understand it has been difficult to get students, faculty and administration to agree upon a fair and equitable policy; however, even if we go back to "normal" in fall 2021, there will always be the possibility of online/hybrid/hyflex in the future, so this will not go away. There needs to be a policy that all faculty and students are aware of

SUGGESTIONS & RECOMMENDATIONS

- **Suggestions:**

- With the projected "return to business as usual" in fall 2021, this group would like to be kept informed of any changes or additions in policies, methods/modes of teaching and communication efforts or issues prior to start of fall term

- **Recommendations:**

- Moving forward, we recommend that this committee continue to build strong collaborative relationships with various task forces and groups within the Rowan Community, including the ATF, the Campus Wellness Task Force, RowanNEXT, 1st Gen Task Force, etc. Important work is being done within these groups and we want to be able to support the work being done, as well as communicate it to our larger community

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Technological Resources Committee

Number of meetings held this year: Fall 2020: 3 meetings. Spring 2021: 3 meetings + 1 more upcoming in May. Additional meetings between subgroups in Fall 2020 as well as email correspondence.

Committee Chair: Kimberly Poolos

Committee Members:

**Kimberly Poolos
Michael Dominik
Kristine Johnson
Jill Perry
Gerald Hough
Christopher Winkler
Nina Karin Isaacson
Chia Chien
Ping Lu
Paul Grossman
Jeff Hiatt
David Manley
Christine Davidian
Christopher Taylor
Liam Cutri-French**

Purpose of/Charge to Committee:

The Technological Resources Committee monitors technological resources to insure that the services and resources meet the needs of the campus community in research and academic pursuits. By soliciting and compiling input from the campus community, the committee attempts to insure that the faculty, staff and students are aware of the current services on campus that can and do support these efforts. Responses to a periodic faculty and staff survey will insure that a collaborative effort exists in developing recommendations to enhance the University vision in the areas defined by the committee charge.

Summary of Activities this Year:

In light of the COVID-19 pandemic, for over a year many faculty and professional staff transitioned to working remotely. This transition impacted students as well because most learning transitioned to either fully or partially remote.

Additionally, during this time, Rowan University transitioned from Blackboard to Canvas for all undergraduate courses. Remote work, remote learning, and the transition to Canvas directly impacted the work of the Technological Resources Committee during the 2020-2021 term.

TECHNOLOGICAL RESOURCES COMMITTEE HIGHLIGHTED WORK

1. The Senate Technological Resources Committee is now directly involved in Third Party Canvas Integration requests. Policy here: <https://confluence.rowan.edu/display/POLICY/LMS+Third-Party+Integration+Policy> In short, the Senate Technological Resources Committee reviews new integration requests and prioritizes them for implementation based on factors such as, but not limited to: number of impacted students, number of impacted courses, and necessity of the integration to function in Canvas directly.
2. The Senate Technological Resources Committee met to prioritize Third Party Canvas Integration requests for the first time in December 2020. The Committee met to review and prioritize new integration requests during the duration of the Spring 2021 semester. Frequent meetings each semester to review new Third Party Canvas Integration requests will need to continue with the 2021-2022 Technological Resources Committee per the policy.
3. In Fall 2020, the Senate Technological Resources Committee sent out a Survey titled “Canvas Concerns Form” to identify areas of focus and concern as the University transitioned from Blackboard to Canvas. Data collected can be characterized in the following groups:
 - a. Major Issues and Concerns with Canvas
 - b. Benefits Canvas has over Blackboard
 - c. Third Party Software Packages to be embedded in Canvas
 - d. Other Tech Concerns
 - **This data highlighted issues that ultimately led to the Senate Technological Resources Committee involvement in the Third Party Canvas Integration Requests (see #1 above).**
4. In Spring 2021, the Senate Technological Resources Committee sent out a follow up Survey titled “Canvas and Other Tech. Concerns Follow Up Survey.” While the survey was more positive about Canvas, there were still some concerns about functions being removed/turned off from faculty (see recommendation #1).
5. The Spring 2021 “Canvas and Other Tech. Concerns Follow Up Survey” also identified large concerns and issues with the ITAP process (see suggestion #2 and recommendation #3).

6. Another major issue of focus for the Technological Resources Committee during the 2020-2021 Academic Year is the issue of textbook/course “add on” fees. This has been brought up to the Senate President and Senate Executive Board and also the Affordability Taskforce. All involved are working towards a solution, but need some clarification and process information first (see suggestion #1 and recommendation #2).

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

1. Textbook/Course “add on” fees are an increasing issue for students and a concern for the Senate Technological Resources Committee. Since we are now part of the Third Party Canvas Integration process, we view all incoming requests and see much of the burden of cost is placed on students. These are sometimes “extra” packages offered by a publisher that may offer things like tests, quizzes, homework problems, or homework help. The Committee is concerned about the added cost for students (especially if the student cannot successfully take a course without the add-on). We are also concerned about the status of these “fees” as “fees” must be approved by the Board of Trustees. Before we can recommend a strong solution for this growing problem, we need the following information: definition of a fee and process for fee approval.
2. Data from the survey as well as personal accounts shared with the Chair of the Technological Resources Committee shows a large problem with the ITAP process at Rowan University. The survey data suggests the process is unclear and not consistent. Words like “inconsistent” and “frustrating” appear frequently. This process is essential for critical materials for success for students (for use in courses) and faculty (for use in courses, research, and grants). The Technological Resources Committee suggests a revision of this process and would welcome involvement, similar to the involvement we had in revising the Third Party Canvas Integration Request policy and procedure.

Recommendations:

1. Certain functions in Canvas are removed/shut off from faculty use in Canvas. The Technological Resources Committee has been working with the Senate President and Rowan Global Leadership to recommend the following functions are turned on for faculty use: **import function** and **attendance function**. These are two Canvas functionalities that already exist and the data from our Canvas & Other Tech. Concerns follow up survey support the desire and need to have these functions available. As of writing this report, these functions are still not available for our faculty.

2. Since the committee cannot yet provide a comprehensive recommendation about the growing problem of add on fees until we get an official definition and an official process, we still want to recommend all faculty reconsider any “add on” for a course where the burden of cost falls on students directly and/or the student cannot be successful in the course without purchasing this extra add on. **(For context, first see suggestion #1)**
3. The ITAP process needs to be revised with the following in mind: transparent processes and response time, clearly defined expectations, clarification on what needs ITAP approval and what does not. Based on collected data, it appears this process lacks any consistency and experiences vary drastically. A well-functioning ITAP process is essential for the success of our faculty and students and, as the process stands now, unnecessary barriers are confusion are presented to many who use it. **(For context, first see suggestion #2)**

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Tenure and Recontracting

Number of meetings held this year: 31

Committee Chair: Cristina Iftode

Committee Members:

**Olga Vilceanu
Laurie Haines
Ane Turner Johnson
Bob Krchnavek
Vince Beachley
Carla Lewandowski
Christopher Thomas
Anthony Hostetter
Timothy Vaden
Lei Yu
Kevin Keenan
JoAnne Bullard
Kathryn Behling
Denise Brush
Heather Dolbow
Kim Poolos
Faye Robinson**

Purpose of/Charge to Committee:

Review applicants for Tenure and Recontracting, make recommendations, and provide detailed feedback.

Summary of Activities this Year:

Reviewed 90 applicants for tenure and recontracting.

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

Recommendations:

If the number of applications reviewed by this committee will continue to be as voluminous as in the past several years, then filling all allocated member slots will become imperative. A chronic shortage of members has been the norm lately, with some colleges failing to designate a representative to serve on this committee, while others were overrepresented. Department chairs should step in to ensure that their colleges are represented on this committee as required.

University Committees:

ANNUAL COMMITTEE REPORT 2020-21

Committee Name : Awards Committee

Number of meetings held this year: One Zoom meeting was held

Committee Chair: Stephen A. Royek

Committee Members:

Amanda Adams, Lori Block, Cory Dixon, Melissa Klapper, John Quinesso, and Natalie Schell-Busey

Purpose of/Charge to Committee:

The task of the Faculty Senate Awards Committee is to solicit nominations for, coordinate the selection of, and facilitate the presentation of three Graduating Senior Awards: The Dr. Robert D. Bole Humanitarian Award, the Dr. James M. Lynch, Jr., Courage in Adversity Award, and the Dr. Thomas E. Robinson Leadership Award. The Committee also facilitates the presentation of the Dr. Lawson J. Brown Senior Scholarship Award, which is an academic performance honor.

Summary of Activities this Year:

With the COVID-19 pandemic well underway at the start of the 2020-2021 academic year, our committee knew the entire Graduating Senior Awards process – from pre-planning through Medallion delivery – would be done remotely. The first change came when we held our first (and only) meeting of the term on Zoom. All seven of us attended and we said goodbye to retiring member Kelly Young and welcomed new colleague Cory Dixon.

As our first piece of business, as it is each year, we discussed and set our deadline for receipt of that year's nominations. We do this by counting backwards from the date our selections are due to the Medallion Coordinator. For Spring 2021, that date was Monday, March 1. We then, collectively, decided that two weeks, and the three weekends surrounding them, would be enough time for us to review however many nominations we receive. With that, our nomination deadline of Friday, February 19 was set.

With our deadline in hand, the Google submission forms were updated with 2020-2021 information and deadlines, and the documents were uploaded to

Google Folders dedicated to each of the three awards. In addition, submission forms were created and placed at the end of the respective Google Doc links.

We then moved on to the main discussion we have at the beginning of every Awards Committee year: How do we reach as many faculty, staff, and students as we can to garner the maximum number of applications.

Our main marketing campaigns on campus are:

- Messages in the *Rowan Daily Mail* every six days between the date we open the nomination page and as close as we can get to the date our nominations are due. [A link to this year's announcement can be found here.](#)
- Three email messages delivered throughout the year to the deans of all colleges and the heads and chairs of all academic departments. In these messages, we encourage the deans, heads, and chairs to share this information with their faculty and staff as part of their periodic internal communications.
- One effort to spread the word was launched this past academic year. As chair of the committee, I asked Bill Freind if I could address a University Senate meeting with our request for nominations, and – in November 2020 – I addressed the faculty legislative body. Coincidentally, I was able point Senators and those attending the Zoom meeting that day, to a *Rowan Daily Mail* announcement that appeared in that morning's announcer.
- In past years, we have contacted WGLS and *The Whit* for award nomination publicity . . . with varying success. One year, we received regular announcements on the campus radio station, but we have yet to crack the pages of the school newspaper with our pitch. The hecticness of the pandemic blunted our efforts on this front, but we are confident these are fruitful paths to pursue in coming years
- An additional, less structured approach to spreading the word came this year when our committee members began mentioning the awards to their colleagues and, where appropriate, in their classes. (Remember, the Senate guidelines to our committee is that nominations can come from anyone in the Rowan community, including peers.)

When the nomination period closed, I attempted to share the Google Doc links to the forms and letters with my fellow committee members but had trouble with the transfer. I then downloaded all the nomination forms, converted them to PDF documents, and emailed them to all the committee members.

I received the members' first, second, and third selections in each category several days before the submission deadline. After tallying the votes, we had our selections and I shared them with the team, of course, and with this year's Medallion Program Coordinator, Professor Lauren Banko.

This is the point of the process where we then write an updated announcement for the *Rowan Daily Mail* announcing the winners and recognizing the members of our committee. [Here's a link to that release.](#)

One final adjustment was made in the process this year in what we hope was a farewell nod to COVID: Instead of picking up the Medallions and delivering them to the dean and/or department chair/head of the winning student, we coordinated for each of those entities to retrieve their own Medallions from Prof. Banko.

In addition to thanking all the members of the committee for their hard work once again this year, I'd like to single out committee member Natalie Schell-Busey for her assistance by working with the Registrar's Office to secure the name of the Lawson Brown Academic Award winner. This honor is given to the graduating senior with the highest-grade point average, with the number of credit hours taken at Rowan University as a tiebreaker if necessary.

2021-2022 Committee Suggestions & Recommendations

- Our committee continues to function well, and all members would like to continue serving. This will, as it has done for the past two years, add consistency and continuity to our efforts. We believe it is important to people in place who have gone through the process before and have encountered problems they then went on to solve.
- We will, once again, try to get publicity on the campus radio station and in the student newspaper. I believe starting earlier in the fall semester with those two news outlets may be more successful. . . . We will successfully employ all the other marketing avenues for our 2021-2022 award campaign as we have in past years.
- Sometime before we begin this process all over again, I plan to speak with Rowan IRT to see how we can better automate the process and make it easier for committee members to read the entries as they come in instead of our waiting until they all are in before we begin reading and considering.

Thank you again for allowing us to serve the university and honor its heritage and history with these awards. Please feel free to contact me for any additional information and to offer any feedback. Thank you.

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: Medallion Award 2020-2021

Number of meetings held this year: 2 virtual meetings with numerous email conversations

Committee Co-coordinators:

Lauren Banko
Jesse Melvin

Purpose of/Charge to Committee:

NOTE: Since activities were still ongoing by the submission deadline of this report, it is written in present rather than past tense.

The Medallion Awards committee is charged with processing and production of the annual Medallion Awards for the 2020-2021 academic year. During our first year, we solicited, are processing and will deliver 96 Medallions. We would like to thank Esther Mas, Asadeh Nia-Schoenstein, Bill Friend, Kevin Koett, Roberta Harvey, Rory McElwee, Diane Trace, and Patricia Conte for their support in year's project implementation.

Summary of Activities this Year:

First, we would like to note, while writing this summary, the below mentioned activities are still ongoing at this time.

- During our first year in these roles, we learned about the various tasks of the committee from Esther and Asi via email exchange.
- We began to communicate with our points of contacts for colleges and departments in November 2020 to let them know about the deadline of March 2, 2021. The two of us distributed information and forms, resolved budgetary concerns, ordered the medallions as the selection forms came in, proofread medallion recipients' names, and served as a delivery service between Pitman Jewelers and colleges.
- We facilitated the creation of 3 new Medallion awards.
- In the process, departments were reminded of the following:
 - Departments are responsible for notifying their Medallion recipients and sponsors.
 - Those departments that wish to award a certificate along with the Medallion need to use the Medallion Certificate template approved by Lori Marshall.
- Our spreadsheet was updated as selection forms were submitted. All names were checked and confirmed for eligibility against the graduation list.

- This year we implemented a systematic double-checking of information to ensure that the awardee's name matches the name of student in Rowan's database, using a student worker.
- Lori Marshall received the Medallion Award Recipient names and corresponding Medallion names for the commencement booklet in a timely manner on March 29, 2021.
- Lauren Banko has been in contact with the jeweler, Pitman Jewelry, during this time. They had been updated with our list of awardees and the date requested for them by the colleges or departments.
- As neither of us are on campus this semester and many of the contacts are not either, Joanne Connor has allowed the medallions to be kept in the Office of the President for pickup. The contacts are made aware when their awards are on campus and can arrange to have them picked up.
- On April 12, 2021 we sent a report of the medallion recipients to the Rowan Advancement Office.
- Jesse Melvin adopted the new online DCA payment system this year.
- We have proposed a change in student eligibility: students graduating in the summer now have the opportunity to be recognized when they walk at graduation, rather than a year after the fact.

-Lauren Banko and Jesse Melvin (4/27/2021)

SUGGESTIONS & RECOMMENDATIONS

Suggestions:

The following are items we will consider implementing next year if possible:

- Make the award forms more standardized to give them a consistent look. This will make it easier when creating new award forms and updating them yearly.
- In addition, we would like to make the forms editable PDFs for ease.
- We may create a calendar or reminder system for all things due.

Recommendations: None

ANNUAL COMMITTEE REPORT 2020-21

Committee Name: International Education Council

Number of meetings held this year: 4

Committee Chair: Yupeng Li

Committee Members: (list here)

Sharon An	Yupeng Li	Yong Chen
Ping Lu	Ben Wu	Ning Wang
Kul Kapri	Stuti Jha	Thanh Trung Nguyen
Huang-Tang Lu	Hajime Mitani	Juming Pan

Purpose of/Charge to Committee:

Improves the internationalization of Rowan University; plans and presents programs related to education in all countries; recommends practices and policies that will enhance the internationalization at Rowan; and assists in the development and establishment of such practices and policies.

Summary of Activities this Year:

The International Education Council held four meetings this academic year. Due to the COVID-19 pandemic, all meetings were online through Webex. The meetings were designed for the committee members to discuss the current resources and supports at Rowan University for promoting the international related education including the recruiting, enrollment and engagement for the international students. We have sustained a stable group of committee members who have served multiple years, and grown our council with new joining.

The council reached out to the stakeholders related to international education across the university and was able to invite representatives and leaders from the International Center and International Studies program for presentations and discussions.

Ghina Mahmoud, the associate director of the International Center joined one of the council's meetings, and she has provided valuable information on the

current data statistics of Rowan University's international students. Up to 2020 fall semester, the students with F1 visa is 225, with total non-immigrant students at 246. Student population is quite stable, despite the fact of pandemic. We have students from a total of 42 countries, where we have the largest number in Indian students, followed by students from China and Nigeria. Engineering student number tops other majors, then Computer Science and Business majors. We have 21 new students for non-F1 (L2/H4) in 2020 fall compared to 12 in 2019 fall, but only 38 new F1 students compared to 74 back in 2019. This is understandable due to the travel and visa restriction caused by the pandemic. Based on Ghina's admission information, Rowan has issued out I-20 for 254 students, with no exchange students. Further, online orientation seems more popular. The International Center's goal is to reach total about 1000 international students, which will be 5% of the total Rowan student population. They are currently having people exploring the education market in India and hope to expand our Indian students' enrollment.

Laura Kahler, the Study Abroad Advisor, has provided an update on Study Abroad program in 2020 fall. Unfortunately, all study abroad programs got suspended, usually we have around 150 students that participate in the study abroad program per year. Currently there is no virtual studying abroad option available.

Dr. Duke-Bryant from the International Studies and Area Studies program attended our meeting and presented on the current status and trend of the program. Due to the impact of COVID-19, the program will not require students to have the study abroad experience, which help provided some flexibility. Also, it is under discussion that virtual option of abroad study can be considered. The program is also trying to do partnership with international institutions, including American University in Cairo, with virtual options. On the other hand, student enrollment in International Studies and Area Studies was not affected largely by the pandemic, with 80 new enrollments in comparison to 85 new students in the previous year. We are also glad to hear that project "Global Security and

International Studies: Integrating Health, Environment, and Emergency Response” secured funding from Dept of Education’s Undergraduate International Studies Foreign Language Program. Dr. Lawrence Markowitz and Kelly Duke-Bryant will jointly implement the grant (around 300k), part of which will be used to support students to join faculty-lead abroad study. Provost office may also setup additional amount of scholarship to support study abroad.

the International Education Council strongly support these programs as they are helping promote the internationalization and bring diversity to Rowan. We fully encourage all efforts that can make Rowan University one of the best universities in the country for the international students.

SUGGESTIONS & RECOMMENDATIONS

Rowan University maintained a very stable international student population, despite the impact of the pandemic, which is promising. However, we still hope to see more devotion of resources in recruiting and supporting our international students. In the meantime, some special programs or services for international students need to be established. With the Atlanta shooting tragedy, which is hate crime on Asians, it is urgent for Rowan to help provide necessary support and sense of safety among students, especially those with Asian background. Students from Asian consist the majority of our international student population, therefore at this special time point, both their physical safety and mental health should be considered with high priority. Our faculty members have diverse cultural background, and this could be good resources for recruiting and mentoring purposes. We are working collaboratively with the International Center to develop Faculty Reference List, allowing faculty to volunteer in mentoring students with similar country background, so that to help connect closely with our students and provide the students a sense of belonging.

Suggestions:

- (1) Develop and expand possible online courses that allow international students to study from abroad. International students could be offered options: study online for two years and then come to Rowan University to study on site for another two years to complete some degree programs. They could also study online only for the whole degree programs. These programs may not have any restricted location requirement, and such options could open doors to international students who wish to come yet are blocked by the travel bans or discouraged by the pandemic concern. In the meantime, it can help the university to keep generating some revenue when international traveling is impeded by the epidemic.**
- (2) Develop expressway/worry-free programs that allow international students to receive quick psychological support or to report on any xenophobic related concern. For example, assign advisors or mentors who specialize in helping international students. It is important for Rowan to deliver the message explicitly that students from all over the world will be welcomed here, and that Rowan is a safe and friendly place to obtain your education experience.**
- (3) When the concern of COVID-19 is alleviated, explore the development of resources, organize and promote more internationally focused events, clubs, programs for the international students. Rowan University has a tradition to hold foreign cultural week or cultural month to get together student groups and promote diversity. The council members suggest an International Cultural Day convention, as a once-in-a- year event, which will allow the international students to join for sharing their cultures, such as food fair, gift exchange, etc. This would be helpful for international students to adapt to the community, and promote communication between the international students and the domestic students.**
- (4) Launch a faculty guided mentoring program for international students. Rowan has a large proportion of international based faculty, which provide a solid foundation to offer volunteered mentoring program. The International Education Council is working collaboratively with the International Center to**

develop a Faculty Reference List. Base on this format, it is suggested that Rowan field a faculty survey, regarding the faculty involvement of the mentor program. This could include the perception of support offered by the faculty members, interest of faculty members across different programs to support students via mentor programs, and possible suggestions that faculty members may have. The International Center could send out the list of contacts of the available faculty members who are willing to join the mentor program and allow students to register for the program. The one-on-one mentoring program could have a large impact on student incentives in adapting to the Rowan community academically and socially, and also could help to promote the university worldwide.

Recommendations:

The International Education Council has stayed very actively and productively in the past academic year. We recommend that this committee continue to build strong collaborative relationships with various groups within Rowan community. We want to be able to assist the improvement of internationalization at Rowan University, and make it a friendly, inclusive and diversified institution that welcome students from all over the world.

ANNUAL COMMITTEE REPORT- 20-21

Committee Name: University Scholarship Committee

Number of Meetings Held this Year: 3

Committee Chair: Jennifer A. Espinosa

Committee Members: (list here)

Melanie Alverio

Nadia Rahin

Juming Pan

Normal Beil

Cass Sherman

Bethany Gummo

Aimee Burgin

Christina Davidson-

Tucci

DeLithea Davis

Heather Doblrow

Purpose of/Charge to Committee:

The University Scholarship Committee (USC) is responsible for reviewing the scholarship application process for University-awarded scholarships and generating criteria to evaluate student applications. After thoroughly reviewing the submitted applications, the committee selects recipients for University-awarded scholarships based on the specific requirements for each scholarship, such as academic achievement, financial need, and involvement with the university community.

Summary of Activities this Year:

- **September 2020:** The USC received updates from Financial Aid about revisions made to the Scholarship Universe platform based on our recommendations from last awarding cycle. In addition, the USC was provided a preliminary list of the scholarships to be awarded for the 20-21 cycle, which was very helpful.

- December 7th, 2020: The USC met for the first time and discussed the criteria used to evaluate student applications. We collaborated with representatives from Financial Aid, and as a committee brainstormed on solutions to improve our grading criteria for the upcoming scholarship applications we would review.
- January 31st, 2021: Scholarship applications closed.
- February 2021 – April 2021: USC members reviewed scholarship applications, and scored the applications according to the criteria agreed upon at our December meeting. 100% of applications were reviewed by committee members prior to our first deliberation meeting. We reviewed 58 total scholarships during this period out of a possible 78 to award. 20 scholarships unfortunately had no applicants for us to review.
- April 9th and 16th, 2021: USC members met to deliberate and select recipients for the 58 scholarships with applicants.

Scholarships Reviewed & Awarded:

1. AAA South Jersey Scholarship
2. AFT Margaret Cagney
3. AFT Paul Tong
4. AFT Retirees Non-Traditional Scholarship
5. AFT Retirees Traditional Scholarship
6. AFT Graduate Scholarship
7. AFT Schaub
8. Agnes Shornock Brus
9. Albert Bortnick Memorial Scholarship
10. Anthony Daniel DeNofio Cultural Award
11. Boykin, Pauline Endowed Scholarship
12. Brooks, Tianna
13. Broomall, Lawrence
14. Burgin Leadership Scholarship
15. Charlesworth Secondary Education Scholarship
16. Class of 1961 Scholarship
17. Class of 1962 Scholarship
18. Class of 1965 Scholarship
19. Collard, Robert & Arlene
20. DiMedio, Anthony Memorial Scholarship
21. Doris V. Broome Undergraduate

22. Eynon, Sally Scholarship
23. Fasulo Family Scholarship in Business
24. Foundation Continuing Scholarship
25. Gardiner, Dickinson and Frances
26. Gemmell, Marie Ann Memorial
27. Governor's Scholarship
28. Greany Scholarship
29. Grossman, Doris Theatre Scholarship
30. Hanley, Erin Marie Scholarship
31. Harris Family
32. Harris, Robert A.
33. Hemighaus, Chrissy Gladney Memorial Scholarship
34. Hilton, Paul A. Memorial Scholarship
35. Hoffman, Matt Courage Scholarship
36. Jackson, George
37. James & Agnes shornock
38. James John Shornick Jr
39. Kressler, Amelia & Peter
40. LaBruna, Stanley & Betty
41. LaCrosse, Jonathan Annual Scholarship in Business
42. Lewis, H.V./Florence
43. Matteo Family Scholarship
44. Maxwell, Sandy Education Scholarships
45. May Funeral Home Scholarship
46. Mozee-Smith, Sandra Scholarship in Accounting
47. Nardone, Darlene Scholarship
48. Piazza-Stubbs
49. Presser, Clifford & Jane
50. Reardon Bailey, Harriett
51. Renzulli Ferrar and Joseph Scholarship
52. Robinson, Thomas & Margaret
53. Schwab, Dorothy and William
54. South Jersey Gas
55. Vanguard Adjustors Group Scholarship
56. Visceglia, John
57. Warner, Mabel S.
58. Yovnello, Nicholas Scholarship

Scholarships Without Applicants:

1. AFT MLK
2. Blaisé Iaconelli Management Information Systems Scholarship
3. Brooks, Susan Davenport
4. Cafiero, Judge & Mrs Anthony
5. Culotta, Thomas & Deborah

6. Faison, Gwendoyln Ashford
7. Gemmell, Cole Memorial
8. James John Shornick Sr
9. Kramer, Melvin
10. McMullen, Leonard A & Seniz U international Scholarship in Science & Engineering
11. Michals, Edward & Stella Memorial Scholarship
12. Moore, Charles & Joyce Scholarship for Urban Excellence
13. Mullen, Isaac & Anna
14. Murry, Kathleen
15. Palmer, Bob and Deana Scholarship in Business
16. PROS Outstanding Scholar award
17. Richie, Frank and Helen
18. Showers, Charles
19. Spinelli, Mark
20. Terry, John Elizabeth

RECOMMENDATIONS & SUGESTIONS

1. In the Fall of 2021, the committee chair would like to have a meeting with the Foundation Scholarship Coordinator to learn more about donors' preferences in terms of scholarship criteria and award selection.
2. Prior to December 2021, the committee would like to receive more detailed information about the breakdown of the Expected Family Contribution figures for the 2021-2022 awarding cycle. Specifically, it would be helpful for the committee to know what the maximum amount of Pell grant students can receive for the 2021-2022 cycle is in comparison to Rowan's cost of attendance. Having this information will help the committee make improvements in how we review scholarships.
3. The revised essay box worked well this cycle and allowed students enough space to write a proper essay. The settings for the essay box for the Anthony DeNofio Cultural Award need to be adjusted similarly, so students have more space to describe the life of a typical Italian American immigrant.

4. For the scholarship application, it would be helpful to add a question asking students when they expect to apply for graduation to help the committee better gauge class standing.
5. Reaching students and encouraging them to apply for scholarships continues to be a challenge. While it is unclear if remote classes and the pandemic have made it harder to reach students due to a larger amount of emails in general, there were 20 scholarships that had no applicants and could not be awarded this cycle. Particularly in the College of Education, several scholarships had a very small number of applicants. Looking for new ways to reach students and notify them about scholarship opportunities is recommended. Perhaps a survey should be sent out to students to determine the best ways to communicate scholarship information to them, or determine if issues with Scholarship Universe prevented students from completing applications.
6. The list of scholarships provided to the committee was extremely helpful in organizing our deliberation meetings this cycle. Continuing to receive this list will help us continue to improve our processes in future cycles and have productive deliberation meetings.
7. At least one representative from the Financial Aid office was present at all of our meetings this cycle, which was also very helpful. The committee was able to get answers to questions about Scholarship Universe, student applications, and FASFA info right away. This helped our meetings run more smoothly, and we hope to continue this positive collaboration next cycle.
8. This cycle, the committee was notified of scholarships that needed to be re-assigned due to over awards or the initial recipient not meeting the criteria for the scholarship (e.g., graduating before receiving the full scholarship value). This re-review process has been very beneficial in identifying the need for a way to track students' expected graduation date in Scholarship Universe, so that can be considered during USC deliberation meetings. The committee requests this practice continue, as

it provides good feedback and insight on how to better deliberate and award scholarships.