

UNIVERSITY SENATE MINUTES  
May 12, 2008, 8:30 am, 3091 Ed Hall

**ATTENDEES:** Herb Appelson, Jacqueline Benevento, Krishan Bhatia, Lori Block, Kate Boland, Bruce Caswell, Doug Cleary, Nadine Connell, Jennifer Courtney, Kevin Dahm, Michele DiCorcia, Robert D’Intino, Carol Eigenbrot, Leslie Elkins, Jon Foglein, Bill Freind, Eric Guerra, Roberta Harvey, John Hasse, Susan Hersh, Jerry Hough, Olcay Ilicasu, Candace Kelley, Allison Krufka, Lili Levinowitz, Phillip Lewis, Janet Lindman, Matthew Lund, Midge Madden, Karen Magee-Sauer, Douglas Mapp, Phyllis Meredith, Demond Miller, Eric Milou, Bob Newland, Anne Phillips, Robi Polikar, Clara Popa, Peter Rattigan, Natalie Reaves, Anthony Robb, Maria Rosado, Adrian Rusu, Tanya Santangelo, Nick Schmelz, Tony Smith, Sonia Spencer, Don Stoll, Pat Alexy-Stoll, Eileen Stutzbach, Sanford Tweedie, Cindy Vitto, Jia Wang, Patrick Westcott, Barbara Williams, Tricia Yurak, Ieva Zake

**NOT IN ATTENDANCE: (Represented by Alternates)** Bonnie Angelone represented by Rory McElwee, Mark Matalucci represented by Bonnie Wilson.

**NOT IN ATTENDANCE:** Keith Adams, Joe Basso, Joe Cassidy, Sheri Chinen-Biesen, Tom Doddy, Dorie Gilchrist, Ihsan Isik, Julie Mallory-Church, Mohammed Rashiduzzaman, and Kathleen Sernak.

**8:30 – 9am**

Breakfast and New Senator Orientation

**9 – 10 am**

1. Approval of Agenda – moved, seconded, approved
2. Introductions of Visitors – none
3. Approval of Minutes from April 2008 (**separate file**) – moved, seconded, approved
4. President’s Report (**pages 3-7**)
5. Elections
  - a. President – Eric Milou, by unanimous ballot
  - b. Vice President – Tricia Yurak – by unanimous ballot
  - c. Secretary – Carol Eigenbrot – by unanimous ballot
  - d. Standing Committees – chairs elected
    - i. Academic Policies & Procedures – Roberta Harvey
    - ii. Campus Aesthetics & Environmental Concerns- Eileen Stutzbach
    - iii. Career Development – Phillip Lewis
    - iv. Committee on Committees – Bill Freind
    - v. Curriculum – Janet Lindman
    - vi. Diversity – Anne Phillips
    - vii. Intercollegiate Athletics – Michele DiCorcia
    - viii. Learning Outcomes Assessment – Don Stoll
    - ix. Professional Ethics & Welfare – Barbara Williams
    - x. Promotion – Cindy Vitto
    - xi. Recruitment/Admissions/Retention – Matt Lund
    - xii. Research – Clara Popa
    - xiii. Sabbatical Leave – Sonia Spencer
    - xiv. Student Relations – Pat Stoll
    - xv. Technological Resources – Susan Hersh – by majority
    - xvi. Tenure & Recontracting – Natalie Reaves
    - xvii. University Budget & Planning – Bob Newland
  - e. Senator Executive Committee At-Large – Bruce Caswell and Nick Schmelz

**10:00-10:30am**

6. Standing Committees & Task Forces
  - a. Curriculum Committee Report (**separate file**) – A total of 13 process C curriculum proposals were moved, seconded and approved: 3 College of Business proposals including new minors in Marketing and Human Resource Management and a major program revision in Entrepreneurship; 4 FPA proposals including a Theatre Program Sequence and a Dance Program Sequence for BA Liberal Studies: Humanities/Social Science, removal of the Child Drama Specialization and a revision in the Specialization in Theatre; prerequisite changes for 4 Spanish courses; program changes in the MA in

Mental Health Counseling; a new Masters in Applied Behavior Analysis; a new MS in Computer Science; a new Accelerated BS/MS in Computer Science Dual Degree; and a name change of Women's Studies to Women's Studies and Gender Studies.

- b. Academic Policies and Procedures (Background information on **page 8**)
  - i.

1. Graduate School Open Forum Presentation available at:  
[http://www.rowan.edu/provost/plans\\_strategies/](http://www.rowan.edu/provost/plans_strategies/)  
Very good turnout with over 100 people attending, demonstrating strong interest/concern from faculty regarding Rowan's graduate school. The presentation is available on the web-site at the above address.
2. Summer School Proposal (**page 3**) The line about the maximum earnings cannot exceed ... has been dropped.
3. Alternative Period for Faculty Workload Agreement (**page 4-5**) has been approved by the union and administration and is now in effect. You can now sign up.
4. West Campus Concerns (**page 6**) OPUS plan is all but dead. Administration is rethinking use of the West campus. President Farish will probably talk about this later in today's meeting.
5. Climate Survey (**separate file**) pink pages. 2008 had many less returns than 2004. 2008 was an electronic survey, 2004 was a paper based survey.
6. Provost's task forces
  - a. Provost's Undeclared Majors Task Force – Matt Lund, co-chair. Task Force report has been sent to Provost with several suggestions regarding undeclared students – that CAP Center receive allocations to allow for more advising time with undeclared students, that restrictions for restricted majors be re-evaluated and hopefully limited to what can be completed within one year, that the 60 credit rule be strictly enforced and that undeclared students have an “academic home” in either LAS or F&PA.
  - b. Provost's Strategic Enrollment Management Task Force – have not reported yet.
  - c. Promotion & T/R Merge Task Force – have not reported yet.
7. CPCE MoU is Final (**separate file**) yellow pages, now in final form.
8. Senate Constitution Revision approved by the BoT – finally passed.
9. 2008-09 Senate Executive Committee Selection is May 20<sup>th</sup> at 9am – all committee chairs should attend.
10. Orientation 2009 and Beyond Committee (Student Affairs discussing move of freshman orientation to late August) – talk this over within your departments and contact Joanne Dammingier with any questions or concerns regarding the possible effects this might have on advising, registration, the timeline for adding or cancelling course sections, and any other concerns.
11. 10 new tenure track lines for FY10 (09-10) – President Farish has said this publicly.

## **Summer School Model (5)**

The University and the Union agree that the Campus is severely underutilized during the summer. Further we agree that we need to make the Summer School a partnership between the departments/faculty and the University by sharing the tuition revenue equally. In order to ensure the integrity of the process, we agree to the following policies and procedures which include adherence to the revised Summer Load Assignment (C180) and the revised Priority Consideration for Summer and Overload (C190).

### 1. Summer Assignm

## **ALTERNATIVE PERIOD FOR FACULTY WORKLOAD (9)**

The Master Agreement between the State and the AFT in LETTER OF AGREEMENT XVII states that:

“It is agreed by and between the State and the Union that notwithstanding the provision of Article XII (Faculty Responsibilities) which sets forth the basic academic year teaching load and teaching credit hours, if a State College or University determines that it is in the best interests of the College or University, the students it serves and/or certain academic programs to schedule the twenty-four (24) teaching credit hours and the thirty-two (32) weeks of instruction for a particular faculty member or

11. In the absence of a duly signed voluntary agreement for an alternative period for faculty workload, the faculty member shall be compensated for overload in the semester in which overload courses are taught.
12. The stipulations above do NOT apply to an individual who may be required to teach beyond the 32 week instruction period due to teaching below the required amount during the academic year due to course cancellations and/or other scheduling difficulties.
13. The Administration and the Union agree to review the status of the processes and procedures relating to the adjusted faculty workload period annually.
14. Nothing in these principles abrogates or supersedes any managerial or Union rights or responsibilities as stipulated in the master contract or in State regulation.
15. The form at a minimum shall contain the following:

**ALTERNATIVE PERIOD FOR FACULTY WORKLOAD**

**Application**

\_\_\_\_\_, the undersigned, voluntarily agrees to an Alternative Period for Faculty Work Load for the academic year\_\_\_\_\_. The faculty members 24 teaching credit hour load shall be fulfilled as follows for the academic year:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of the faculty member: \_\_\_\_\_ date:\_\_\_\_\_

The department has reviewed the plan and agrees that this meets the academic initiatives and endeavors/or the programmatic needs of the department, college or University.

Needs met:\_\_\_\_\_ Needs not met:\_\_\_\_\_

Signature of the department chairperson: \_\_\_\_\_ date:\_\_\_\_\_

Dean's signature\_\_\_\_\_ date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Reason for denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Concerns Regarding West Campus

- Rowan West Campus is a bold idea, but is it necessary? A bigger campus is not automatically a better campus. Main Campus could absorb many additional buildings without moving any sports fields. Infill of additional housing and additional academic buildings would actually improve the Main campus which is currently a poorly coordinated scattered collection of buildings. Many other beautiful campuses have a substantially higher building density than Rowan's main campus.
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## Background on the two AP&P resolutions

### **Classroom Behavior Policy**

The Senate passed a classroom behavior policy in 1998. The Provost at the time never signed it. Current University practice is similar to that expressed in the policy. Because of this and because it would help support the proposed Academic Integrity Policy, AP&P has created a modified version of this policy, one that clarifies both the policies and procedures, and involves the Office of Judicial Affairs, as that didn't exist when the prior policy was passed.

### **Attendance Policy**

Jim Newell in the Provost's Office asked for an attendance policy and sent what is below to the committee. The Provost's office proposes a policy that we feel isn't very organized or coherent. Our proposed policy is an attempt to clarify and put into place an acceptable policy. It has been made clear to us that the Provost will institute a policy if the Senate doesn't send forward a resolution of our own.

#### **Existing Policy – enacted February 7, 1997**

Students are expected to be present at each scheduled class for which they are officially registered. Rowan's "community of learners" can be realized only when teachers and learners interact in the ways deemed appropriate for any particular class. Bec



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**Proposed Revision to Attendance Policy**

## Classroom Behavior Policy and Procedures

### Introduction

The following procedures apply to classrooms as well as student interactions with instructors in labs, offices and other campus learning environments.

Rowan University recognizes that students play a major part in creating and supporting the educational environment and believes that students have a right to learn and a responsibility to participate in the learning process. While Rowan University is committed to the fundamental principles of freedom of speech, including controversial positions taken in the classroom, all types of speech and behavior must be balanced with principles of appropriate classroom behavior. Furthermore, course instructors have a right to establish clear expectations in this regard, and students share the responsibility for maintaining an appropriate, orderly learning environment. Students who fail to adhere to the behavioral expectations outlined by the instructor (either in the syllabus or at the time the behavior occurs) may be subject to discipline in accordance with the procedures described in this classroom behavior policy. Students and instructors are expected to follow the procedures described below when a concern about student behavior in the classroom arises. This policy does not replace or preclude any Rowan policies or local, state or federal laws concerning unlawful behaviors, whether inside or outside the classroom, including those concerning the health and safety of class members or the instructor.

### What Constitutes Disruption?

Disruptive behavior can be classified into two levels.

Level I disruptive behavior can include:

- " Persistent speaking without permission
- " Engaging in activities not related to the class
- " Inappropriate use of electronic devices, cell phones, or pagers
- " Sleeping in class
- " Chronically entering class late or leaving early
- " Eating/drinking in class without permission
- " Disputing authority and arguing with faculty and other students

Level II disruptive behaviors can include:

- " Threats of any kind
- " Harassment
- " Physical altercations
- " Destruction of property
- " Any behavior that puts the health or safety of the instructor or other students in the classroom in jeopardy

Some disruptive students many have emotional or mental disorders. Although such students may be considered disabled and are protected under the Rehabilitation Act/ADA, they are held to the same standards of conduct as any student.

### Procedures

Level I Disruptive Behavior

a) The instructor may warn the student that such behavior is unacceptable and, if such behavior continues, it may result in the student being directed to leave the classroom. The instructor is advised to make a written record of this incident for his/her personal records in the event further action is needed.

b) If the instructor feels the behavior warrants prompt action and/or the behavior continues, the instructor must direct the student to leave the classroom immediately. If the student refuses to leave, the instructor should contact Public Safety at 256-4911. The instructor is required to make a written report of the

**Classroom Behavior Report Template (to be completed by instructor)**

On (date) in (course name and CRN), which meets on (meeting days and times), (student's name) was directed to leave class.

(Describe incident in detail.)

(Instructor's name )

\_\_\_\_\_  
(Signature and date)

**Resolution to Add Professor's Signature to  
"Prerequisite Waiver" Form**

**WHEREAS**, the Prerequisite Waiver form currently only requires the signature of the department chair;

**WHEREAS**



RECRUITMENT, ADMISSIONS, AND RETENTION  
Resolution Concerning Freshman Enrollment Increases

**Whereas:** Rowan’s Administration has initiated a plan<sup>1</sup> to increase freshman enrollment by 100 new freshmen per year for five years beginning in Fall 2007, amounting to a net increase of 1500 students over five years:

100 (new freshmen relative to 06-07 level) –	AY 07-08
200	AY 08-09
300	AY 09-10
400	AY 10-11
+ 500	AY 11-12
<hr/>	
1500 additional students	

**Whereas:** AY 07-08 has been characterized by severe shortages in classroom space.

**Whereas:** The full-time faculty/student ratio, adjunct budget, tutoring budget, housing, support services, and advising capacities are already insufficient.

**Whereas:** Increasing the size of the freshman class without corresponding increase in university resources will lead to a lower retention rate.

**Whereas:** Certain Departments and Colleges are put under special pressure to staff freshman courses. In some cases, the pool of qualified adjuncts has been exhausted.

**Whereas:** The new freshmen will put a strain on course availability for upper division courses as they proceed with their education.

**Therefore Be It Resolved:**

If the University intends to increase enrollment as projected, the University must increase the number of faculty (full-time tenure track and adjunct), classroom space, support services, tutoring, housing, and advising resources accordingly **at least** to match pre-Fall 2007 levels.

**Be It Further Resolved:**

The University will implement an Enrollment Management Strategy, utilizing recommendations from the Strategic Enrollment Taskforce, that provides a mechanism for recruiting, enrolling, and retaining students such that student populations are suited to the resources and goals of the university and its individual programs.

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<sup>1</sup> “Rowan Ups Enrollment as Campus Expands”, *Gloucester County Times*





## Resolution Promoting Commuter Rail to Rowan

**Whereas:** The Delaware River Port Authority is evaluating various routes for extending commuter rail into Gloucester County,

**Whereas:** One of the three corridors being considered is the Conrail railroad tracks which pass through Rowan campus (known in the study as NJ-3),

**Whereas:** Compared to the other routes under consideration, NJ-3 will provide substantially more benefits including: significantly better pedestrian accessibility to Gloucester County's population; walkable access to many more Gloucester County institutions and businesses; potential revitalization of the historic towns through which it passes; and many environmental and sustainable benefits while lessening traffic on Gloucester County roads,

**Whereas:** NJ-3 will best provide Rowan University students, staff and faculty a safe, convenient and environmentally beneficial alternative for transportation in the region and to Philadelphia,

**Be it resolved that:** The Rowan University Senate strongly supports the selection of NJ-3 as the preferred corridor and recommends that the University administration make a similar endorsement as well as actively engage in promoting the benefits of selecting the NJ-3 route.

# **A Market Positioning Study of Rowan University**

**Ed Ziegler, Office of University Marketing, April 2008**

## ***Methodology***

Since 1987, the Office of University Marketing has surveyed two groups of accepted students: those who chose to attend Rowan University and those who chose to attend another college or university (“no deposits”). A total of 79% of the freshmen and 32% of the “no deposits” responded to the survey, which