

## University Senate

### Minutes

**Student Center 221 - May 9, 2006**

**In Attendance:** Herb Appelson, David Applebaum, Joe Bierman, Greg Biren, Lori Block, Luis Brunstein, Bruce Caswell, Jay Chaskes, Joe Coulombe, Kevin Dahm, Richard Earl, Carol Eigenbrot, Robert Fleming, John Gallagher, Kathy

- E. Promotion, **Sandy Tweedie** moved a large number of changes to the Memorandum of Agreement. Only one was deleted from the proposal #2 in “Significant Changes to the Agreement”. The other were passed to be considered by the bargaining unit.
- F. Committee on Committees : **Frances Johnson** presented a committee report and some recommendations for committee operation for next year. All were approved (see report).
- G. Campus Aesthetics and Environment: **Skeff Thomas** moved acceptance of the report which was approved along with a resolution regarding Rowan University and its relationship with the environment. (attached)
- H. Sabbatical Leave: **John Gallagher** Report accepted. See attached.
- I. Recruitment, Admissions and Retention: **MaryBeth Walpole** Report accepted. (see attached)
- J. TenuTc-0.0ccep,ommTJ-25.31 -1sbr, Ad6,

V. Open Period (11:30): **Christy Faison, Interim Provost:** Interim Provost Faison spoke of the highlights of the last two years in which her office and the Senate have accomplished many achievements. An enthusiastic round of applause followed.

VI. All-University Committees

The reports of all of the following committees were approved.

AA. Chairs Council, **Dick Scott**

BB. Awards, **Claudia Cuddy**

CC. Bookstore, **Robert D'Intino**

DD. Library, **Judy Lancioni**

CC. World Education Council, **Joy Xin**

VII. Election Results for 2006-2007 Senate:

Officers:

**President: Jim Newell**

**Vice President: Eric Milou**

**Secretary: Julie Mallory-Church**

**Parliamentarian: To be nominated with approval of the Senate in the fall**

Chairpersons

<b>Academic Policies</b>	<b>Susan Taber</b>
<b>Campus Aesthetics</b>	<b>Skeff Thomas</b>
<b>Career Development</b>	<b>Dan Showalter</b>
<b>Committee on Committees</b>	<b>Dorie Gilchrist</b>
<b>Curriculum</b>	<b>Kevin Dahm</b>
<b>Intercollegiate Athletics</b>	<b>Greg Biren</b>
<b>Learning Outcomes</b>	<b>Don Stoll</b>
<b>Professional Ethics</b>	<b>Barbara Bole Williams</b>
<b>Promotion</b>	<b>Kathy Ganske</b>
<b>Recruitment, Admissions</b>	<b>Eddie Guerra</b>
<b>Research</b>	<b>Robi Polikar</b>
<b>Tech. Resources</b>	<b>Vasil Hnatyshin</b>
<b>Sabbatical Leave</b>	<b>Frances Johnson</b>
<b>Tenure and Recontracting</b>	<b>Tricia Yurak</b>
<b>Student Relations</b>	<b>Eileen Stutzbach</b>
<b>University Budget</b>	<b>Bob Newland</b>

Executive Committee At Large

**Jay Chaskes**  
**Sandy Tweedie**

VIII. Old Business none

IX. New Business none

X Meeting adjourned

## 2005-06 UNIVERSITY SENATE ANNUAL COMMITTEE REPORTS

### STANDING COMMITTEES:

#### 2005-06 Academic Policies and Procedures

Number of Meetings Held this Year: 5

Committee Chair: Susan Taber

Committee Members: (list here)

Manuel Pontes	Cindy Corison	Beth Wassell
Ravi Ramachandran	Kumiko Murashima	Larry Butler
Luis Brunstein	Carol Eigenbrot	Mark Matalucci



academic dishonesty be transferred to the academic side of the university (departments, deans, provost's office) and that the necessary committees and procedures be developed. The flow chart (separate

- The steering committee of the Campus Master Planning Committee should be notified of meetings; some members will attend.
- Implementation of the AY 2006 Environmental resolution should be assessed. The final stages of the process for Master Planning with Sasaki and Associates will take place in AY 2007. The final document should be reviewed for fulfilling the spirit of this resolution.
- The status of the infrastructure 3 project and the affect on the Saganic sculpture should be addressed and an active item of business (carry over from AY 04, AY 05 and AY 06).
- The status of the Arts Inclusion projects for the science building, the townhouse project and the co-generation plant should be assessed.
- John Imperatore should be invited to provide an update on recycling efforts.
- The CAEC committee should sponsor/participa





- Recruited outside members for two search committees.
- Filled numerous committees vacancies because of resignations and/or illness.
  - Filled A328 committee vacancies.
  - Filled Department T&R vacancies (small departments)
- Redrafted committee selection letter. Added committee descriptions.

***Suggestions for Operation in Upcoming Year:*** (i.e., size of committee, representation, functions, etc)

- While it is the responsibility of the Committee on Committees to suggest changes in committee membership and charges, we feel that committee chairs should have a voice in this process. As such, we suggest that Committee Chairs work with the COC to review committee charges and membership requirements so that changes may be brought to the Senate.
- We suggest that diversity and a wide representation of voices (senior, mid-career and new) be affirmed as a continuing value on all committees.
- We recommend that the past and present chair of COC attend the committee selection process.

**RECOMMENDATIONS:** None

**2005-06 Curriculum Committee**

Number of Meetings Held this Year: 8

Committee Chair: Eric Milou

Committee Members: (list here)

Eric Milou, Chairperson	Kevin Dahm	Kathleen Small
Joel Rudin	Doug Cleary	Connie Rosenberger
Faye Zhu	Andrew Hottle	Marilyn Feke
Lorin Arnold	Kaye Passmore	Jill Perry
Deb Martin	David Klassen	Joe Coulombe
Tanya Schmidt	Natalie Reaves	

***Purpose of/Charge to Committee:***

- ***Review all curriculum proposals***

***Summary of Activities this Year:***

- ***Reviewed 268 curriculum proposals (700 proposals over two-year period)***
- ***Created web based curriculum database for tracking proposals***
- ***Created new guidelines for WI proposals***



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office.

2. Took tour of athletic facilities and drafted a letter to the President's Office regarding unsafe conditions in the locker rooms and showers. (see attached)
3. Discussed policy of distributing free athletic passes. Discussed a variety of programs to charge a nominal fee for the passes. In addition to the pass, the individual will receive a Rowan Athletics item (hat, t-shirt, etc.) that is not available through other sources. The fee will exceed the cost of the item, thus bringing extra revenue to the athletics program.
4. Drafted a bylaw revision to change the composition of the committee. The revision comes to a final vote at the year-end meeting, so, hopefully, it will be in place by the time I am reading this on Tuesday, May 9.
5. Discussed issues regarding class availability and scheduling. These items are under the charge of a Provost's committee, which is being chaired by Ed Streb.
6. Examined Title IX and how Rowan meets the NCAA specifications.
7. Obtained an exclusive preview of the new Rowan logos.
8. Attended Student-Athlete Day luncheon to celebrate the academic achievements of those student-athletes earning a GPA of 3.0 or higher. This cohort comprises more than 50% of the student-athletes.
9. Began to discuss ways to assist student-athletes who are in need of academic help. The committee would like to frame this discussion in the context of all students who are in need of academic help, as we recognize that many students in both cohorts are succeeding.

and observes the application of the principles in



professional staff, support staff, administration and students (all Rowan University constituencies).

### **2005-06 Promotion Committee**

Number of Meetings Held this Year: 5, includes one all-day meeting

Committee Chair: Sanford Tweedie, Communication

Committee Members: (list here)

Kathy Ganske, Education	Jim Newell, Engineering
Berrin Guner, Business	Cathy Yang, Liberal Arts and Sciences
Lili Levinowitz, Fine and Performing Arts	Joy Xin, AFT rep.

**Purpose of/Charge to Committee:** Supervises the election of college promotion committees, 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 the provost that the procedures have or have not been correctly carried out by both the department and college committees.

#### **Summary of Activities this Year:**

1. Fifty candidates signed up indicating the intent to apply for promotion by the October 15, 2005 deadline. Thirty-five portfolios were submitted to the All-University Committee. One of these was withdrawn by the candidate during deliberations. Of the 34 remaining portfolios, the committee voted to certify 24 (some with observations) and to not certify 10.
2. Applicant Distribution Reviewed by the Committee:
  - a. College of Business – 2 (both to full)
  - b. College of Communication – 3 (all to associate)
  - c. College of Education – 6 (4 to associate; 2 to full)
  - d. College of Engineering – 5 (3 to associate; 2 to full)
  - e. College of Fine & Performing Arts – 6 (2 to associate; 4 to full)
  - f. College of Liberal Arts & Science – 12 (10 to associate; 2 to full)
3. A letter for each candidate, detailing the decisions of the committee, was delivered to the provost on March 30, 2006 in accordance with the schedule in the agreement. Copies were sent to the applicant, the department committee and the college committee.

**Suggestions for Operation in Upcoming Year:** (i.e., size of committee, representation, functions, etc)

Committee Membership:

Because of the size of Liberal Arts and Sciences and the correspondingly large number of candidates from this college, the All-University Promotion Committee recommends that another representative from LAS be added to the All-University Promotion Committee.

Release time for chair:

In the view of the All-University Promotion Committee, the chair deserves 3 credit hours of reassigned time during the spring semester. The number of portfolios reviewed over the past three years has been 38, 25, and 34 (with one withdrawn this year after everyone had read it) and will continue to rise with the increase in tenure-track faculty. The Chair coordinates the college committee elections, organizes and coordinates the All-University committee, assigns readers to each portfolio, reads every portfolio, compiles certification letters, writes various reports, and responds to questions, queries, and concerns from candidates and chairs before, during, and after the process. This year, the All-University chair has received over 375 emails and written over 200 related to promotion, in addition to making and receiving numerous phone calls. The chair used to receive reassigned time. It appears to have been removed when the change in promotion procedures took place. The assumption was that this committee would be doing less work than in the past. While the onus of ranking candidates no longer rests with this committee, the workload does not appear to have been reduced.

Availability of Department/College Promotion Documents:

The All-University Committee proposes that all departmental/college promotion documents be placed on a password-protected area of the Senate website that is maintained and updated. Many promotion documents are clear, cogent, and easily navigated. As departments review and revise their promotion documents, these could serve as resources and models.

Ad Hoc Committees:

1) The Committee recommends that an ad hoc committee be formed to try to create greater alignment between the Promotion and the T&R documents. Suggested membership should include, but not necessarily be limited to: the chairs of the T&R and University Promotion committees, the President, chief negotiator and grievance chair of the AFT, and one or two candidates who recently went up for both promotion and tenure. Because so many candidates are now going up for promotion and T&R at the same time, having the documents parallel each other as much as possible would relieve some of the burden of putting the two files together during the same semester.

This ad hoc committee should also address whether or not page limits be suggested to candidates. The committee felt that some applicants, in their attempt to be comprehensive, created portfolios that were overwhelming to read. The committee believes that if a recommended page limitation for each section is provided to applicants, this will prevent the dilution of important information.

2) The Committee recommends that an ad hoc committee be formed to determine a

4. Require that a three-year time period pass between the time one attains the rank of associate professor and the time one attains the rank of full professor. [The committee feels there should be a sustained period of time for the candidate to demonstrate achieving the requirements for full professor. The committee feels that this time period should be no less than three years.]
5. Require candidates to provide more longitudinal evidence of a “consistent pattern of excellence in Teaching” (3.2311 and 3.2421). [The current requirement is one peer observation within the past twelve months and two student evaluations within two years. These, however, could—and sometimes are—from one semester. The committee recommends two colleague observations from different semesters and three student evaluations from at least two different semesters.]
6. Add the candidate’s college dean to the list of those who re



only that work since the candidate became a full professor. This is confusing for candidates.]

9. That 5.3441 and 5.3442, which discuss the department committee meeting with the candidate, be changed to read:  
*This meeting will occur at least two working days prior to the portfolio and report being forwarded to the next level. The candidate will sign and date the committee's report, signifying receipt and adequate time to review the report and append a written response if desired.*

Grove, Franklin Campbell-Jones, David Vaccaro, Jared Hasse (SGA), Tom Tiver (SGA), Jillian Dagion (SGA), Joanne Damming, representing the VP for Student Affairs

*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:*

- Reviewed the 2004-2005 Annual Report, agreed to focus on recruiting and admitting a diverse student body, with particular attention to Latino students.
- Received information from the admissions office regarding recruiting and admitting students of color, reviewed report
- Met with the Director of Admissions and Interim EOF/MAP director to discuss recruitment and retention of students of color
- Reviewed and discussed census information for the State of New Jersey and the seven southern counties
- Met with Hector Rios and two of his former students to discuss a study they had done on Latino student attrition. One outcome of this is an orientation session for Latino students that Hector and Maria Rosado agreed to assist with.
- Reviewed data on percentages of student groups in other New Jersey state colleges and county colleges.
- Drafted recommendations

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*Suggestions for Operation in Upcoming Year:* (i.e., size of committee, representation, functions, etc)

Representation:

2) Planning Visitation Days for underrepresented students after they are admitted and before they

a resolution, which was accepted with no objections.

The committee – after 4 months – received comments from the (academic council?) which reviewed our suggestions. Unfortunately, they have practically ignored all of our suggestions. A meeting with the provost's office is being planned to further discuss this issue.

2) In response to complaints from many faculty members, the research committee discussed the issue of providing a tuition fellowship to graduate research assistants who are funded through external grants. Lack of such a benefit makes Rowan very competitive in external funding opportunities, and severely restricts our ability to recruit quality graduate students. The research committee prepared a resolution recommending that a tuition fellowship be provided to such students. A detailed background report on the merits of such a program, as well as suggestions on how it could be funded was also presented to the senate. The senate unanimously approved the resolution.

***Suggestions for Operation in Upcoming Year:*** (i.e., size of committee, representation, functions, etc)

1. Both of the above mentioned issues should be followed up
2. The dean of the graduate school has asked the committee to discuss effective ways to inform / educate the faculty on responsible conduct of research. The committee did not have time to consider this issue during 2005-2006 year. This is indeed an important issue, and hence needs to be discussed in a timely manner.

**2005-06 Sabbatical Leave Committee**

**COMMITTEE CHAIRPERSON:** John V. Gallagher

**COMMITTEE MEMBERS:**

	<b>Sabbatical Leave</b>	Total 11 - including Chair	<b>College/Library</b>
1	CHAIR, John Gallagher	Faculty or Professional Staff	Education
2	Sonia Spencer	Faculty or Professional Staff	LAS
3	Steve Cone	Faculty or Professional Staff	Education
4	Kenneth Albone	Faculty or Professional Staff	Communications
5	Ella Strattis	Faculty or Professional Staff	Library
6	Robin McBee	Faculty or Professional Staff	Education
7	Gary Itzkowitz	Faculty or Professional Staff	LAS
8	Denyse Lemaire	Faculty or Professional Staff	LAS
9	Harold Lucius	Faculty or Professional Staff	Business
10	Susan Bowman	Faculty or Professional Staff	FPA
11	Janice Rowan	AFT Representative	Communications

**PURPOSE OF/CHARGE TO COMMITTEE:**

The Sabbatical Leave Committee shall receive applications, conduct a review of applications and make its recommendations to the President in accordance with the current contractual agreement.

- A list of all campus members who are eligible for sabbatical leave was obtained from the Provost's office.
- Committee members met for an organization meeting November 22, 2005 where we discussed procedures, stressed confidentiality of the process and deliberations, and scheduled working sessions. Committee members received their copies of the applications.
- Committee members met on December 7<sup>th</sup> and 8<sup>th</sup> 2005 to conduct the work of the committee, discussing the merits of each application, and voting and ranking each application.
- Data of the voting were placed on spreadsheets for reporting purposes.
- A report of the committee's decisions and recommendations was sent to the President February 27, 2006 along with copies of the applications.
- Based upon the recommendations of the President to t

**Summary of Year's Activities:** Our committee was very active researchi

## **2005-06 Technological Resources Committee**

Number of Meetings Held this Year: 6

Committee Chair: Vasil Hnatyshin

Committee Members:

Vasil Hnatyshin	Gerald Hough	Krishan Bhatia
Mark Sedlock	Robert Lipartito	Joe Bierman
Peter Rattigan	Hong Zhang	Eddie Guerra
Jerry Spencer	Jim Haugh	Shifei Chung
Dex Whittinghill	Tom Fusco	Kashdan, Zachary M.
Eileen Stutzbach	Steve Hartley	Candace Kelley

***Purpose of/Charge to Committee:*** **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 technological services on campus*

*a/Ch1*

technology.

- **Linux/Unix Help on the web:** during school year 2005 -2006 several faculty members asked for help operating computers that ran Linux or UNIX operating systems. The Technological Resources Committee contacted Mark Sedlock who set-up a link from the Information Resources web-page to the web-page that contain documentation, help, FAQ, and other resources for Rowan University computers that ran Linux or UNIX operating systems.
- **Professional Staff Equipment:** during school year 2005 -2006 several faculty members raised the question of who provides equipment and support for professional staff. The Technological Resources Committee contacted Tony Mordosky, the Associate Provost for Information Resources, who reported that the department of Information Resources maintains the computer replacement cycle as recommended by company named Gardner, which does the hardware change prediction. Currently, 85% of professional staff have been moved to the 4-year equipment replacement cycle; IR currently working to take care of the remaining professional staff personnel. Generally, IR is responsible for supporting and updating equipment for professional staff. The main problems are with the equipment replacement cycle are: inadequate funding and difficulty in keeping track of the equipment's age. Centers and institutes suppose to operate on the "break even" approach and should be self-funded; their equipment is not included in the Information Resources department's budget. Unfortunately, some institutes make no money and thus do not have any available funds for equipment. In such cases, the institutes are placed on the list for equipment replacement in the IR. However, with already long list of other equipment that has to be replaced (e.g. faculty, professional staff, and campus infrastructure which all take precedence over centers/institutes) it could take a while before the centers/institutes will receive necessary equipment.
- **Printing and Copying on Campus:** due to sharp increases in the paper and toner spending the Technological Resources committee was charged with investigating the current printing practices on campus. The department of Information Resources conducted a study and reported that there is an abuse of printing privileges by members of Rowan University community. To promote more responsible attitudes towards printing, the Technological Resources committee wrote and distributed a Rowan University announcement asking students and employees to re-evaluate their printing practices and try to limit the amount of information they print. In addition, after several long discussions including consultation with Tony Mordosky, the Associate Provost for Information Resources, the Technological Resources Committee decided that implementing a campus-wide policy that limits the number of pages a student could print per specific time period (e.g. month or semester) would be a good solution to the problem.
  - Students will have a flat limit on the number of pages they can print
  - The limit will be lifted for students or course sections when the course work requires students to print more (expected to happen very rarely)
  - Students who exceed their limit will be charged for each extra page printed

Such a policy will NOT influence typical Rowan University student, will reduce printing abuse on campus, and will facilitate more responsible and more economical use of printing resources on campus.

Furthermore, Informational Resources estimates that the purchasing and installing a software system for



- **Support for Information Resources:** Over the course of the 2005-2006 academic year, the Technological Resources committee has reviewed several documents provided by the Department of Information Resources and had several discussions with Anthony Mordosky, Associate Provost for Information Resources, and Neil Toporski, the Director of Instructional Technology, on the issue of current funding of Information Resources. While the expectations of and demands on Information Resources have grown exponentially over the last several years neither the funding nor the staff has materialized to meet those needs. Information Resources is under-funded and under-staffed by almost every measure reviewed by this committee. It is the mission of this Committee to have a positive and productive influence on technology use at Rowan; in that capacity the Technological Resources Committee urges University administration to re-evaluate current technology funding and provide better support for Information Resources.
- **Music Library:** at the end of 2005-2005 academic year the Technological Resources committee was notified that the Music Library, along with members of the Music Department faculty, is interested in moving forward in developing an infrastructure for the delivery of online digital audio for classroom and student use. The Technological Resources Committee will examine this issue during the next academic year.
- **Rowan University to require laptops for all students:** Recently the Provost's literacy task force started looking into a possibility of requiring all incoming freshman to purchase a laptop. The Technological Resources Committee will conduct a preliminary research of this issue and will develop a recommendation during the next academic year.

***Suggestions for Operation in Upcoming Year:*** (i.e., size of committee, representation, functions, etc)

Follow-up on the issues discussed during the 2005-2006 academic year:

- **Computer Competency Test.**
- **Campus-wide printing policy for students.**
- **Funding for Information Resources**

Examine new issues:

- **Implement campus-wide printing policy for organizations and faculty**
- **Music Library**
- **Laptops for the students**

***RECOMMENDATIONS: 2005-06***

**TECHNOLOGICAL RESOURCES COMMITTEE RESOLUTION:  
SUPPORT FOR INFORMATION RESOURCES**

**BACKGROUND INFORMATION:**

As at many Universities, technology has become a truly indispensable component of our daily lives at Rowan. From the ubiquity of email and high speed Internet access from every corner of every building to course materials distributed on the web and our daily interactions with students on-line, the conveniences brought by modern computing have become necessities. During this transition Information Resources has rapidly become a critical component of the core mission of the University. In order to continue to meet the evolving needs of the University Information Resources requires increased funding and additional staff.

The office of Web Development is a good example of a department that has experienced extensive growth but has seen little in increased support to deal with the demand. Web Development currently maintains approximately 150 institutional web sites, 30 web based software applications, and a number of specialized web sites for different campus organizations. In calendar year 2001, Rowan's primary web server received 75 million hits. In calendar year 2005 there were 305 million hits, and in 2006 there will be an estimated 374 million hits. To help keep pace with the growth in web sites and the 400% increase in utilization over the last five years the Web Development staff has received exactly one new staff member, increasing their overall full-time, non-clerical staff to three individuals.

Network and System Services is another department that has experienced a similar growth in services offered and utilization while actually experiencing a loss of staff. In 2001 there were 6,000 network ports on the Rowan Campus. As of April 2006, there are 13,000. The University's server infrastructure, which is particularly demanding on staff resources, has experienced explosive growth as well, increasing from 41 servers in 2001 to over 90 servers today. During this period of growth the NSS staff has actually become smaller. The only clerical line in the department has been permanently removed and the line for the one staff member that retired during this period has been removed from the department.

Technology Enhanced Classrooms have quickly become an expected feature for many classroom lectures. Presentations that were previously done on chalk boards or with overhead projectors have quickly moved into the 21<sup>st</sup> century and now include many kinds of media t

## **TECHNOLOGICAL RESOURCES COMMITTEE RESOLUTION:**

### **CAMPUS-WIDE PRINTING POLICY**

#### **BACKGROUND:**

Rowan University offers a wide array of computing, networking, and instructional resources and services to members of the university community. Computer laboratories provide a learning environment that supports teaching and learning at Rowan.

Computer printing and support is essential for students to successfully accomplish course and graduation requirements. All Rowan computer laboratories provide laser printing for students. Printing is considered essential for academic needs -- but not for non-academic organizations and events such as Fraternities, Sororities, sports, and their flyers. The latter organizations are encouraged to use Printing/Duplicating Services for large print jobs.

Recently Rowan University's spending for printing on campus has increased significantly. In the 2004 fiscal year, in the Rowan Hall, Mimosa, and Bunce computer laboratories, \$13,853.90 was spent on paper and another \$34,362.54 was spent on toner (\$48,216.44 total costs). For the 2006 fiscal year Information Resources estimates a 40% increase from the last year in paper and toner costs alone. A similar situation occurs in the Library: in 2004 the Library spent over \$6,000 on paper and almost \$11,000 on toner, and in 2005, \$8,000 was spent on paper and over \$15,000 on toner. These numbers do not include replacement and maintenance of the printers.

To identify the problem, Instructional Technology evaluated student printing jobs. According to the study a typical student on average prints just over 120 pages per month. However, 3-4% of the students frequently consume over 500 pages per single printing job, far exceeding the student average. This means that 3-4% of the student population is responsible for over 30% of all printed pages and associated costs. It seems unlikely that these print volumes were a result of purely academic need and most likely the result of student abuse for personal or organizational intent.

A simple and effective solution to the printing problem would be to introduce a campus-wide policy that will install a flat limit on the number of pages a student could print per month. In rare cases, when course work

**WHEREAS:** such a policy will NOT influence regular Rowan University student. In fact, in most cases Rowan University students will not notice any changes.

**WHEREAS:** such a policy will reduce printing abuse on campus and will facilitate more responsible and more economical use of printing resources on campus.

**WHEREAS:** Informational Resources estimates that the price of purchasing and installing a software system for managing printing on campus will be around \$5,000 while annual savings could be as high as \$15,000.

**THEREFORE BE IT RESOLVED:** Rowan University should implement a campus-wide printing policy that will limit the number of pages a student can print.

**THEREFORE BE IT RESOLVED:** Rowan University should provide Information Resources with necessary funds to purchase and install appropriate software in a timely fashion.

**2005-06 Tenure & Recontracting Committee**

Number of Meetings Held this Year: 23 (including 16 hearings)

Committee Chair: Tricia Yurak

Committee Members: 7

Tricia Yurak, Chair	Jim Newell (Coll of Engineering)
Michael Banutu-Gomez (Coll of Business)	Winnie Still (Prof Staff)
Julia Chang (Coll of Communications)	Paule Turner (Coll of FPA)
Ben Fisher (Library)	Joy Xin (Coll of Ed)
Kauser Jahan (Coll of Engineering)	AFT Reps (rotating: Joy Wiltenburg & Sandy McHenry)
Yuhui Li (Coll of LAS)	
Stu McGee (Prof Staff)	

Memorandum are clarified by the All-University T&R Committee, the Union, and/or the Provost's office.

**Clarity of evaluative criteria:**

§ Departmental committees are encouraged to review their criteria for purposes of clarity, and then to base their candidate assessments clearly on those criteria.

The Committee plans to review budget suggestions received from the administration shortly. Given the current budget situation, the Administration will continue to utilize the Committee over the ne

larger and thicker, and they come with a beautiful display box. The presentation is quite impressive.



***Purpose of/Charge to Committee:***

***Mediates faculty, student and bookstore relations and concerns. This committee provides an ongoing evaluation of staffing levels of the bookstore, works on improving the perceptions about the bookstore's work, both within the bookstore and externally among the rest of the campus, and facilitates cooperation of the faculty with bookstore needs and the bookstore with faculty and student needs.***

***Summary of Activities this Year:***

***At the two formal committee meetings held during this academic year, a major topic of discussion during the meetings was the rapidly changing business model for university bookstores across the USA and how this was impacting the Rowan University bookstore. Major topics addressed during the committee meetings included: (1) The July 2005 College Textbook survey and 47-page report prepared by the US General Accounting Office. Much discussion focused on how this national report illuminated Rowan bookstore problems and challenges; (2) Issues of student purchases of textbooks on line and the related issue of students purchasing English language texts published in other countries, e.g. UK or India; (3) Major discussions about new bookstore marketing ideas, especially the "shrink-wrap" packaging of a student's entire set of text books that were preordered; (4) discussion and suggestions about the bookstore on-line ordering system; (5) discussions and suggestions for more closely interrelating professor's textbook orders with the bookstore's scheduling needs; and (6) attempting to find ways to better communicate to faculty how the bookstore orders, delivers, and buys back textbooks based on faculty recommendations.***

***In addition, Robert S. D'Intino, the bookstore committee chair, had numerous meetings in person and on the telephone with Bookstore Director Eileen M. Morrow and Assistant Director John A Aderinto about bookstore policies and operations. Dr. D'Intino supervised one of his MBA consulting students to conduct a bookstore freight pricing analysis that is still ongoing. Result of this analysis will be reported in next year's committee report.***

students can receive the best prices for their used textbooks.

- Continue to dialog with the Bookstore Director and Assistant Director about the type of information that they can supply that will help faculty better utilize the bookstore resources to advance teaching and better serve Rowan students.
- Consider preparing and administrating a new Faculty Satisfaction Survey created by the National Association of College Bookstores. This survey was last conducted at Rowan in 2005 and reported an overrating of 3.90 on a scale of 1=low to 5=high. However the sample was small with only 53 surveys returned. The bookstore committee could sponsor this survey and increase the survey response to better identify areas of faculty concerns regarding the bookstore.

### **2005-06 Chairs Council**

5	Judith Lancioni	Faculty
6	Ellen Miller	Faculty
7	Susan Murphy	Professional Staff
8	Kathy Sernak	Faculty
9	Maria Sudeck	Faculty
10	Jaime MacEwen	SGA Representative
11	Danielle Conto	SGA Representative
12	Tyria Shoulars	SGA Representative
13	Greg Potter	Acting Library Dean

***Purpose of/Charge to Committee:***

Review and make appropriate recommendations regarding the availability of

The Committee twice invited Library Liaisons to meet and discuss ways in which communication between faculty and library staff could be improved so that faculty could become more familiar with and make more efficient use of library services and collections. Each department is allotted a dollar amount for purchasing materials that would enrich the Library's collection. Currently, liaisons select books they consoks they

***RECOMMENDATIONS 2005-2006:***

The All University Library Committee resolves that the

**Purpose of/Charge to Committee:**

*This World Education Council brings together faculty and staff from all areas of the university who share an interest in and a commitment to international education at Rowan. It se*

**RECOMMENDATIONS:**

- As a committee, we should report to the Senate committee;
- As a committee, we need Senate's support on the following issues:
  1. offering housing to international students in the academic year
  2. offering housing to international students in summer
  3. offering possible lodging on campus for foreign faculty when involving in academic and research activities
  4. increasing enrollment of international students in both undergraduate and graduate programs