

UNIVERSITY SENATE MINUTES
May 11, 2009, 8:30 am, Rowan Hall Auditorium

ATTENDEES: Herb Appelson, Smitesh Bakrania, Tom Bendtsen, Jacqueline Benevento, Mark Berkey-Gerard, Krishan Bhatia, Lori Block, Kate Boland, Joe Cassidy, Bruce Caswell, Doug Cleary, Jennifer Courtney, Nadine Connell, Joel Crichlow, Larry DePasquale, Michele DiCorcia, Robert D’Intino, Carol Eigenbrot, Leslie Elkins, Jon Foglein, Bill Freind, Zenaida Gephardt, Dorie Gilchrist, Roberta Harvey, John Hasse, Julie Haynes, Karen Haynes, Greg Hecht, Erin Herberg, Marlina Herman, Susan Hersh, Jerry Hough, Olcay Ilicasu, Alison Krufka, Valarie Lee, Lili Levinowitz, Phillip Lewis, Janet Lindman, Midge Madden, Karen Magee-

Farish was in Trenton this morning. The state is developing its budget – additional money put into TAG Grants not directly to the University. Money goes to the university, not to the student- doesn't really replace the money they took away, now the state understands our point of view. Will get greater clarification from the feds later this week, may get more money coming our way. We may be able to buy down our tuition increase. NJ is already the second most expensive state higher education system regarding tuition. No more info to give about 3.5 % salary increases or furlough initiative. Rowan University won't do furloughs other than voluntarily.

Comments from senate and responses from Farish: Saturday exams are in conflict with a religious group. Saturday exams were also last year. No breakfast, no safe ride home on Friday night. Rowan is using Saturday for exams to eliminate rollover Monday, which is problematic. "Silly Monday" was something to be eliminated, but solution brought new problems. State is never going to be as generous as they once were. Don't want to compromise, still going to add 10 new faculty lines. Still want small classes, taught by regular faculty – to beat community colleges.

5. Standing Committees & Task Forces

- a. Academic Policies & Procedures Committee: Resolution Regarding Dissemination of Course Syllabi and Information Regarding University-Wide Classroom Policies (**pages 4-5**) Motion to suspend the rules, needs 2/3 majority, passed unanimously. Resolution moved, seconded and carried unanimously.
 - b. Curriculum Committee Report (**pages 6-7**) – Motions made, seconded and passed to approve 17 Process C proposals.
 - c. LOAC Committee Report (**page 8**) – Institutional effectiveness – another name for assessment. Goal – by end of summer to know what we are going to do – perhaps Provost to create an office of Institutional Effectiveness. Will this be just for undergraduate or for graduate effectiveness also? Take this info back to departments. Contact Don Stoll with name of anyone who wants to attend these meetings this summer.
 - d. Campus Aesthetics & Environmental Concerns Resolution on Smoking at Building Entrances: 2nd reading (**page 9**) – To be in compliance with state law intended to prevent smoke from entering building. Smoking near the Rowan Child care program noted as a problem. Motion made, seconded and passed with 3 opposed.
 - e. Diversity Committee Resolution: 2nd reading (**page 10**) – Friendly amendment to withdraw paragraph that begins WHEREAS, the fact that as of November 1, 2008... Comment made that perhaps this should happen at the Dean's level also. Motion made, seconded and passed.
 - f. Barnes Resolution (**page 11**) - Voted to suspend the rules to allow vote on this proposal at this meeting. Motion made, seconded and passed to increase stipend from \$500 to \$1,500 for the Joseph Barnes Award.
6. End of Year Committee Reports (separate file) – motion made to limit reports, motion failed. Requested that reports be kept brief. Separate bound booklet provided at meeting, 2009 University Senate Standing, Al

BoT Committee

Senate Representative

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

**Resolution Regarding Dissemination of Course Syllabi
and Information Regarding University-Wide Classroom Policies**

WHEREAS, syllabi are important documents specifying the expectations and responsibilities of instructors and students with respect to a given course, constituting an enforceable agreement;

WHEREAS, economic and environmental concerns are driving a desire to reduce use of ink and paper;

WHEREAS, course materials, including syllabi, are increasingly made available online, via course management software, websites, and/or email;

WHEREAS, the length of syllabi has continued to increase as instructors are required or encouraged to reproduce information on University-wide policies in syllabi;

AND WHEREAS, practices for distributing syllabi vary widely and are not governed by a formal policy;

THEREFORE BE IT RESOLVED, that the University should adopt a policy permitting electronic distribution of syllabi ~~provided the instructor employs a method of verifying that students received the information;~~

AND ALSO, to facilitate streamlining of syllabus content, permitting syllabi to refer students to information on University-wide policies, which is made available on-line and in the *Student Information Guide*, rather than reproduce this information in syllabi;

AND BE IT FURTHER RESOLVED, that the University should continue to investigate more effective and efficient means of disseminating course syllabi and information on University-wide classroom policies, such as a centralized system of on-line access, **as part of long-term efforts to implement paperless processes and move toward carbon-neutrality.**

The recommended policy follows, which incorporates the current syllabus policy as it appears in the *Faculty/Professional Staff Handbook* (www.rowan.edu/provost/aft/documents/Handbook2008-09.pdf), pp. 43-44.

Revisions and additions to the current policy are italicized; omissions are indicated by strikethrough. The order of items of content for the syllabus is also rearranged slightly. The recommendation to include the full Student Accommodation Policy on syllabi has been removed; this policy is noted as one of the University-wide policies that the syllabus should refer to and that instructors should emphasize.

Syllabi are important documents that specify the expectations and responsibilities of faculty and students with respect to a given course, constituting an enforceable agreement.

Content: Prior to the end of the Drop/Add period, instructors shall disseminate to each class the following ~~written~~ information in writing:

- *Instructor's office hours and contact information*

Report of the University Curriculum Committee

May 11, 2009

Submitted by Janet Moore Lindman

Process C

SCC#	College	Title	Department
08-09-121	Business	COGS in MIS	Marketing
08-09-226	Communication	COGS in Integrated Marketing and New Media	Journalism
08-09-512	FPA	Art History, Sequence B: LS/HSS	Art
08-09-615	LAS	Minor in Religion Studies	Philosophy/Religion
08-09-618	LAS	Minor in Romance Languages	Foreign Language
08-09-622	LAS	Philosophy and Religion Studies, Sequence A: LS/HSS	Philosophy/Religion
08-09-623	LAS	Minor in Philosophy and Religion Studies	Philosophy/Religion
08-09-624	LAS	United States History Specialization	History
08-09-625	LAS	Ancient History Specialization	History
08-09-626	LAS	Global History Specialization	History

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08-09-336	Education	Kinesiology	Health/Exercise Science
08-09-337	Education	Field Experience in Med in Teaching Leadership	Educational Leadership
08-09-412	Engineering		

Assessing General Education learning outcomes at Rowan University

WHEREAS the Learning Outcomes Assessment Committee (LOAC) has focused on the general education programs on the Rowan campus over the past several years responding to the charge of recommending an approach to assessing the student learning outcomes from the program;

WHEREAS before being able to effectively recommend assessment measures, the committee needed to identify the desired learning outcomes of General Education;

WHEREAS the LOAC collected and analyzed data from faculty currently teaching General Education courses in all five banks, shared their findings with the departments and schools involved, and determined that while there were discipline-

Resolution on Smoking at Building Entrances

Whereas under NJ State Law New Jersey State law (N.J.S.S. 26:3D-17), smoking or ignition of any tobacco or other product or substance is prohibited in all buildings on campus, including but not limited to classroom buildings or administrative office buildings including the Chamberlain Student Center;

Whereas there are ash cans placed at the doorways to these buildings;

Whereas individuals are often exposed to second hand smoke upon entering a building;

Whereas smoking is prohibited within 50 feet of entrances to residence halls;

May it therefore be resolved that smoking also be prohibited within 25 feet of any building on campus, including but not limited to administrative and classroom buildings and that the SGA take the lead in! addressing the issue of smoking on campus in collaboration with the Center for Addiction Studies, University Senate, Health Center, and Public!Safety.

Diversity in Hiring Resolution

WHEREAS, the most recent version of the Rowan University Mission, and the Academic Master Plan affirm diversity as one of the University's core values, and a desired characteristic of the university community for reasons of justice as well as educational breadth and effectiveness.

WHEREAS, the mission sta

Resolution To Increase the University Senate's Contribution to the Joseph Barnes Award

Submitted by Bruce Caswell

Whereas, the