

**APPROVED MINUTES FOR THE 1<sup>ST</sup> REGULAR MEETING  
OF THE FACULTY SENATE  
FACULTY OF ARTS AND SCIENCES-CAMDEN  
September 30, 2003**

- I CALL TO ORDER:** The meeting was called to order at 12:24 p.m. in room 123 Armitage Hall, Dr. Tyler Hoffman, President, presiding. Dr. Hoffman welcomed everyone to the Faculty Senate's first meeting and introduced himself as the new Faculty Senate President. He then called upon the other officers to introduce themselves. Dr. Jon'a Meyer, Department of Sociology, Anthropology, and Criminal Justice, introduced herself as the new Faculty Senate Vice President. Mr. Joseph Schiavo, Fine Arts Department, introduced himself as the new Faculty Senate Secretary. (Mr. Schiavo created and continues to update the Faculty Senate website, <http://senate@camden.rutgers.edu/>).

The April 22, 2003 minutes were **APPROVED, VOICE VOTE.**

- II Approval of Candidates for the Degree of Bachelor of Arts and the Bachelor of Sciences: Diplomas dated October 2003 - Assistant Dean Nancy Gulick.**

As presented in Assistant Dean Gulick's memo of September 12, 2003, a list of prospective October 2003 graduates was discussed. The list of candidates for the Degree of Bachelor of Arts and the Bachelor of Sciences was **APPROVED, VOICE VOTE.**

- III Approval of New Courses and Course Changes - Dr. Andrew Lees.**

Copies of Form 29, Change to the Master Course List, were disbursed to each Senator. Senator Lees, Department of History, discussed the new course, Education in America, which explores issues in the history of American education, including the tradition of the common school; John Dewey and progressive education; and recent debates about national standards. This course satisfies the state requirement for a course in foundations of education for teacher certification. Approval of this new course will provide a second course offering to fulfill the state's course requirement, relieving Sociology of Education of some of the burden it currently carries by itself. The Education in America course can be open to history majors as well as teacher certification students. Form 29, Education in America, was **APPROVED, VOICE VOTE.**

- IV Affirmative Action in Admissions - Associate Provost Debbie Bowles.**

Associate Provost Debbie Bowles discussed the subject of student diversity. Two additions have been incorporated into the admission application for the purpose of giving applicants a better chance at admission. A question has been added asking students how they feel they will contribute to and benefit from an academic environment in which there are students who come from groups that represent wide backgrounds and experiences. The question is not mandatory, and it will not determine whether a student is accepted. The personal statement part of the admission application has been expanded so that volunteer work, extra curricular activity, awards, and employment can be presented.

Associate Provost Debbie Bowles stated that enrollments are up and thanked departments for adding sections and labs to accommodate enrollment needs. She mentioned that through the use of technology, including tools such as the College Board EPS and Carnegie Communication, we are able to identify SAT test takers who would probably be a good match for Rutgers-Camden. This product lists SAT scores, geographic locations, overlapping application information, online tour registration and technology for all processes. It was noted that SAT scores are up; 1069 last year up this year to 1078.

Class rank is up; students are in top 22% of class. Transfer student's GPA up; 3.4 last year up this year to 3.6. Non-transfer student enrollment up for first year students; 400 last year up this year to 470.

## **V Grade Change Policy - Dean Dan Hart.**

Dean Dan Hart presented the Senators with a description of a Grade Change Policy that read:

The Dean's Office is processing an extremely high number of grade changes.

Some courses are structured in such a way that a student cannot complete all assignments until after the deadline for grades is past. Instructors in these courses should require students to complete course work in a short but reasonable period of time and file Change of Grade Forms.

Grade changes due to "clerical error" should be reduced to a minimum and should not be used as explanation for a reconsidered grade; final grades should be final. Instructors should also be especially careful when computing grades so that "calculation errors" as a reason for grade change are eliminated.

Under no circumstances should grades be changed as a result of students pleading and/or pressuring instructors.

Senator Lees suggested that this policy be placed in the student catalogue under Grade Appeals, but it was the general consensus of the Faculty Senate that it was necessary to obtain clarification from Dean Hart as to what he wants to do with this policy. Perhaps general circulation of the policy to each department could be an option. It was suggested that Dean Hart visit a future Faculty Senate meeting and explain what he is planning to do with this information. President Tyler Hoffman will investigate this issue and report back to the Senators at the next meeting.

## **VI Rutgers University Computing Services Information Session - David Gwalthney & Stan Kolasa.**

Stan Kolasa gave an abbreviated overview of the many new and enhanced RUCS services which include email servers, web servers, net support, help desk, seminars, security, account support, modem support, computer labs, mailing lists, administrative application support (class rosters, grades, transcripts, etc.) The list could go on and on.

Virus blocking has become a real issue this year. Normally there are 5,000 to 10,000 viruses each year; this year there were 85,000. It is important that everyone (especially Microsoft Windows users) secure their system at work and home by using McAfee Anti-Virus Software (RADS).

Spam (unwanted junk email) is being addressed by RUCS through the use of a spam filtering system. Email users interested in this new option should go to <http://www.camden.rutgers.edu/spam> for instructions.

Wireless networks have been set up in the Campus Center and Law School. In the near future Robeson Library should also be wireless. Not all buildings will be wireless, but as funding becomes available

changes may be made across campus. Wireless users should be aware that wireless is not as fast nor is it as secure as using a jack.

Stan Kolasa reiterated that the number of services provided by RUCS would require too much time to cover at this meeting, but he strongly suggested contacting RUCS if anyone has any ideas for improving RUCS's services or if anyone needs RUCS' help.

#### **REPORT ON ATTENDANCE:**

**Members Present:** T. Hoffman, J. Meyer, J. Schiavo, J. Dighton, W. Saidel, L. Burke, A. Roche, S. Shende, J. Rushing, A. Lees, J. Still, W. Lee, M. Nerurkar, K. Frame, M. Greipp, C. Brown, N. Marmorstein, I. Roseman, J. VanTil, G. Caputo, J. Siegel, C. Avins, J-L. Hippolyte, K. Engle, C. Fitter

**Members Excused:** J. Baird, R. Cowley

**Members Absent:** J. Ma, JT. Barbarese, M.A.R. Habib, K. Shienbaum, R. Sanchez-Mayers, M. Melroy, S. Cosminsky, W. Jerome, C. Markey, M. Dillon

Meeting adjourned at 1:20 P.M.

Submitted by,

Joseph C. Schiavo, Secretary  
Faculty Senate (AY 2003-2004)