UNIVERSITY SENATE
Executive Committee

A G E N D A

Remote via Zoom
April 16, 2021 – 12:00 p.m.

Chair's Report– Jon Oliver, Senate Chair

Secretary's Report– Morgan Smith, Senate Administrative Assistant

- Approval of Agenda
- Approval of the March 5, 2021 Senate Executive Committee Meeting Minutes
- Communications
  - o 2021-2022 Senate Calendar
  - o Call for Nominations for Senate Leadership Positions – April 23, 2021
  - o The following university policies have been updated/added to the University Policy Library:
    - University Policy 70.1.1: Acceptable Use Policy for Information Technology Resources
    - University Policy 70.1.2: Information Classification
    - Policy 70.1.4: Information Security Awareness, Training, and Education
    - Policy 70.1.6: Email and Calendaring Policy
    - Policy 70.1.8: Audit and Monitoring (NEW)
    - University Policy 90.2.11: Policy for Human Subjects Protections and the Institutional Review Board
    - Policy 40.2.14: Investment Policy

RBHS Department Executive Chairs Discussion – Brian Strom, RBHS Chancellor

Administrative Report

Standing Committees/Panels

    Proposed Charges:

    Proposed Charge to the University Structure and Governance Committee (USGC) on University Senate Mailing Lists – Submitted by Jose Ward, Law-N (S)

        Charge: Investigate as to whether Rutgers University Senate should request OIT to create RAMS mailing lists in order to judiciously communicate with our constituents.

        Background: With the use of Mailing Lists, emails can be sent to multiple people with one click of a button. Groups of people can communicate with

ease. The University offers mailing lists for faculty, staff and students to use.

RAMS: is the Rutgers Automated Mass-mailing System. It allows an e-mail list to be generated based on demographic information from the registrar or payroll data, and provides for automated updates to the list membership based on changes in the demographic information.

It is common for University units like ours to request multiple lists such as one for all students, another for all faculty, and a last for all admins. We should consider parameters to consider in approving an email to be sent to these mailing lists on behalf of the Senate.

Proposed Charge to the University Structure and Governance Committee (USGC) on U. Senate Second Reading Provision – Submitted by Jose Ward, Law-N (S)

> **Charge:** *Investigate as to whether the Senate should adopt a second reading provision before voting on approving business.*

> **Background:** At just about every Senate meeting we see amendments to resolutions being made on the floor. This spontaneity takes away from thoughtful action. Many shared governance organizations like the Senate require that, in order to vote on approving business, business be read once, discussed, then tabled to the next meeting before it can be voted on. This second reading provision would reduce spontaneity, encourage robust discussion, and allow for amendments to be proposed, discussed, and considered with time before the business is voted on.

Proposed Charge to the Faculty and Personnel Affairs Committee (FPAC) on PTL Recognition – Submitted by Joseph Markert, RBS:N/NB (F) and FPAC Co-Chair

> **Charge:** *Investigate broadening the scope of recognition and compensation for Rutgers Part-time Lecturers -- who help comprise the scholarly community and teach students at Rutgers*

> **Background:** Charge S-2007 resolution had a suggested action related to PTL compensation which was deleted as a result of an amendment from the floor. This charge allows the FPAC to discuss and propose suggested changes to PTL compensation as a separate topic.

Proposed Charge to the Information Technology Committee (ITC) on Communication Mechanisms Regarding Major Changes in IT Applications – Submitted by Adrienne Esposito, NB Staff and ITC Co-Chair

> **Charge:** *Investigate the existing mechanisms for communication regarding changes in major IT applications. Propose additional*

mechanisms that would engage the Senate, through its IT Committee, in such communications and decisions about major IT application changes that would affect major University constituencies. (See [Senate Resolution S-1801](#))

Background: The accelerating progress in Information Technology has led to a number of recent significant changes in the university-wide applications at Rutgers and will likely lead to significantly more. Such changes often have a major impact on faculty, staff, students, and alumni, and have "broad educational and research consequences," University Policy 50.2.2 (see: https://policies.rutgers.edu/5022-currentpdf) It is critical that the nature and impact of such changes be conveyed to those who will be affected early in the process and prior to implementation decisions. The University Senate, in particular its IT Committee, can play a key role in such a process.

Committee Reports/Resolutions:

Instruction, Curricula, and Advising Committee (ICAC) Response to [Charge S-2105 Exam Conflicts](#) – Natalie Borisovets, ICAC Chair

The ICAC was charged as follows:

Review Rutgers University policies regarding final exam conflicts and possible impacts on students with disabilities. Make recommendations as appropriate.

Old Business

New Business

University Senate April 30, 2021 Agenda

- 2021-2022 Organizational Meeting
- Regular Senate Meeting via Zoom – last meeting of 2020-21
- USGC Report on S-2005: Student Governance
- USGC Report on S-2014: Standing Committees and the Chair of the Senate

Adjournment