

Roger Williams University  
Faculty Senate Steering Committee  
Minutes for October 24, 2018  
2:00-3:00 PM  
GHH 200

Committee members present: Leavitt, MacPhee (Chair), Ozer, Schlinke, Tait, Topf,  
Absent: Greg, Sawoski, Van Schepen  
Guest Stephen Cantine, Associate Dean, Center for Career and Professional Development

1. The committee met with Associate Dean Cantine to follow-up on issues raised at the March 2018 Faculty Senate meeting. Based on minutes from that meeting, we posed four questions:
  - What is the current status of CCPD with respect to staffing (career advisors and front desk administrative assistant)?
  - What responsibilities does CCPS hold for career advising and professional development at University College (formerly SCS)?
  - What efforts has CCPD made to contact RWU alumni to help with networking and career mentoring for current students?
  - Are there ways that faculty or departments can support or advocate for CCPD?
  - Key points from the discussion include:
    - i. Two career advisors resigned over the summer because they had better-paying job offers in similar positions at another university. RWU's pay scale is low and involves longer hours compared to other schools in the area. The discrepancy makes it difficult to recruit and retain staff. Nonetheless, CCPD succeeded in hiring a replacement for the SEECM/SSNS career advising position. A request to replace the GSB career advisor
      1. The full staff for the center is now at 6 professionals and several work study students. This number is smaller than comparative and aspirant schools in the region.
      2. Note the students cover the front desk and public interface work. The center has requested permission to hire a professional administrative assistant but has yet to receive permission to conduct a search.
      3. Students also supplement career advising as peer mentors. They critique resumes and help guide students with the Handshake system.
    - ii. The division between the Bristol and Providence campuses is blurred with respect to career advising and professional development. University College has a staff of 3 Career Pathway Specialists. They provide UC students with both academic advising and career advising, and are not considered staff members of Bristol's CCPD. At the same time, UC students also have access to the CCPD.
      - a. Note that the Law School has a staff of 4 advisors
      - b. Note that CCPD opens their database and services to 33,000 RWU alumni as well
    - iii. CCPD is in the process of developing a database of RWU alumni. A previous contract with a software company fell through earlier this year, but a new company has been contracted to create the "Roger Connection" database. The new program will launch in January 2019 and will create a network of alumni that will be accessible to alumni, current students, and faculty. This database is essential for career development because employers have cut back on campus

recruiting. RWU needs assistance from alumni for networking, posting jobs, and mentoring.

- a. Note that this software package is expensive and the CCPD is shouldering the costs alone. The Alumni Office was involved in the first contract (that fell through), but backed out on the new contract.
  - b. 83 alumni have returned campus this calendar year to participate in CCPD programs. The new software package can increase student contact with alumni substantially.
  - iv. It is unclear how faculty can support the CCPD, but the need for support is unquestionable. The center is understaffed already and demand on their time is increasing with respect to greater emphasis on internship experience, recruitment of students from outside the Northeast US, and the addition of new majors and programs resulting from the ASEM process.
2. Approval of September meeting minutes: approved
  3. Update on motion to the Faculty Senate
    - Motion: *The Faculty Senate requests that the Registrar's Office provide quiet locations (e.g., the fieldhouse) for fall 2018 final exams in classes affected by noise from the SECCM construction project.*
    - The motion was on the agenda for the October 2018 Faculty Senate meeting, but the motion was not discussed because time ran out.
    - Interim President Workman, however, pointed out in his remarks at the beginning of the FS meeting that his office was working with the Registrar to find alternate locations for final exams. Classrooms in the Law School are an option because the Law School finishes exams before the undergraduate exam period.
  4. Discussion: Video surveillance of classrooms and instructors
    - Committee member, Dale Leavitt discovered after a recent Campus Intruder Drill that Public Safety had been monitoring the classroom where he was teaching at the time of the drill. The classroom (which also serves as a conference room) has a surveillance camera and it was operating without his knowledge or consent. The committee discussed the circumstances of the event, the need for cameras to protect public safety, and concerns about privacy in the classroom.
    - Motion: The Steering Committee requests that the Faculty Senate make inquiries to Public Safety and other administrative offices about the extent of classroom surveillance on campus and about policies regarding the rights of faculty and students observed in the process of this surveillance.
  5. Next meeting Wednesday, November 28 @ 2:00 PM GHH 200