Administrative Policies

Board of Trustees Policies

- BOT Investment Statement ("Investment Policy")
- Honorary Degree Policy
- Statement of Principles
- Whistleblower Policy ("Reporting Compliance & Ethics Concerns")

Policies by department (in alphabetical order)

- Academic/Research
  - Academic Affairs
    - Academic Honors
    - Academic Integrity Policy
    - Academic Status Policy
    - Assignment of Semester Credit Hour
    - Attendance Policy
    - Audit Policy
    - Awarding of Posthumous Degrees
    - Challenge Examination Policy
    - Classroom Behavior
    - Conflicts in Examination Periods During Finals Week
    - Copyright Policy for Online Education
    - Credit by Examination for Life Experience External Examination
    - Credit by Examination for Life Experience Internal Evaluation
    - Emeritus/Emerita Status
    - GPA Forgiveness
    - Grade Change Policy
    - Grade Dispute Policy
    - Grade Reporting
    - Grading System
    - Graduation Requirements
    - Mobile Electronic Device Policy
    - Repeating a Course Policy
    - Research Papers - The Term Paper Law
    - Second Baccalaureate Policy
    - Student Complaint Procedures
    - Syllabus Policy
    - Transfer of Credit
    - Turnitin Policy
    - Undergraduate Academic Standing
    - Undergraduate Senior Privilege Policy
    - University Academic Calendar
    - Verification of Student Identity
    - Viewing Final Exams and Papers Policy
- Graduate Studies
  - Leave of Absence Policy (Graduate Students)
  - Time Limits for Post-baccalaureate and Graduate-Level Program Completion
- Health Sciences
  - Bloodborne Pathogens
  - HIV, HBV and HCV
  - Housestaff Immunizations and Health Requirements
  - Tuberculosis Surveillance
- Research
  - Copyright Policy
- Costing policy
- Cost Share Policy
- Cost Transfer Policy
- Export Control Program
- Federal Drawdown
- Grants Disbursed By the Environmental Protection Agency (EPA)
- HIPAA and Medical Research Training
- Intellectual Property
- Internal Deadline for Proposals
- Laboratory Safety Policy
- Managing Conflicts Of Interest
- Openness in Research Policy
- Principal Investigator (PI) Eligibility
- Records Retention
- Research Administration
- Research Data Ownership Policy
- Research Indirect Funds Distribution
- Sponsored Research Supplemental Compensation Policy
- Subrecipient Monitoring
- Use of SSNs and PII in Human Subject Research
- Research Compliance
- Export Control Guidelines for Visiting Professors and Research Scholars
- Research Misconduct
- Administration and Operations
  - Administration
    - Preferred Name Policy
    - Protection of Minors
    - University Mass Notification Systems Policy
  - Advancement
    - Cash Handling Procedures for Donations
    - Naming University Facilities, Academic Programs & Non-Academic Programs
    - Records Release Policy and Security of Donor Information
  - Emergency Management
    - Emergency Preparedness
    - Response to Death of Student or Staff Member
- Public Safety
  - Clery Act Policy
  - Free Speech Policy
  - General Safety and Security
  - Golf Cart and LSV Policy
  - Missing Student Policy
  - University Towing Policy
  - Use of Electric Scooters and Other Personal Electric Vehicles on Campus
  - Weapons Prohibition on Campus
- Risk Management
- University Relations
- Board of Trustees Policies
  - BOT Investment Statement ("Investment Policy")
  - Honorary Degree Policy
  - Statement of Principles
  - Whistleblower Policy ("Reporting Compliance & Ethics Concerns")
- Facilities
  - Building and Grounds Operations
    - Snow and Ice Removal
  - Campus Planning
  - Design & Construction
  - Energy Management & Utilities
• Environmental Health & Safety
  • Laboratory and Environmental Safety
• Facilities Business Services
• Facilities Services
  • Employee Safety and Health
  • Facilities Operations Overtime Request Policy
  • Fleet Management
  • Key and Lock Policy
• Financial Management
• Accounting Services
  • Bank Account
  • Banner Finance Security
  • BOT Investment Statement (Investment Policy)
  • Chart of Accounts
  • Disposal of Fixed Assets
  • Fixed Assets
  • General Ledger Account Reconciliation
  • Journal Entries
  • Post Issuance Tax-Exempt Bond Compliance
  • Unclaimed Property
  • Use of Rowan's Name on Bank Account
• Accounts Payable
  • Accounts Payable General Payment Policy
  • Independent Contractors
  • Reception and Entertainment Policy
  • Relocation Expenses
  • Travel Policy
• Budget
  • University Budget
• Bursar
  • Approved Refund Schedule
  • Management of Cash
  • PCI-DSS Compliance (Payment Card Industry Data Security Standards)
  • Safeguarding Assets in a Safe
  • Student Accounts
  • Student Health Insurance
• Contracting and Procurement
  • Contract Policy
  • Procurement Policy
  • Records Retention Policy
  • University Fuel Card (UFC)
  • University Purchasing Card
• Debt Management Policy
• Derivative Management Policy
• Fiduciary Responsibility Policy
• Gift Card Policy
• Payroll
  • Payroll Deductions
  • Payroll Reconciliation
  • Payroll WTE Approvers and Proxies
  • Taxable Fringe Benefits: Employer Provided Vehicles
  • W2 Form, Wage and Tax Statement
• Human Resources
• Employee Relations
  • Background Check Policy
  • Miscellaneous Leave Time
  • Outside Employment & Additional Compensation
• Protocol for Hiring Internal Candidates
• Sick Time
• Tuition Benefit for Dependents, Spouse, Domestic or Civil Union Partner
• Uncompensated Employees
• Vacation Time

• Labor Relations
• Managerial Compensation Policy
• Salary Vouchers and Special Assignment Payments Policy Statement
• Termination for Cause of Managerial Employees

• Office of Employee Equity
• Americans with Disabilities Act (ADA)
• Disruptive Behavior and Workplace Violence Policy
• Policy Prohibiting Discrimination in the Workplace and Educational Environment
• Title IX Sexual Harassment/ Sexual Assault Policy

• Information Resources & Technology
• Information Security
  • Acceptable Use Policy
  • Access Control Policy
  • Affiliate Access Policy
  • Business Continuity Management
  • Camera and Card Access
  • Change Management
  • Data Backup
  • Electronic Media Disposal
  • Encryption Policy
  • General User Password
  • High Performance Computing Resources
  • Information Classification
  • Information Security Policy
  • iPad USE
  • Mobile Computing and Removable Media
  • Mobile Devices iPad and Tablet Device Policy
  • Physical Security for IT Network Resources
  • Privileged Account Management
  • Remote Access Policy
  • Security Awareness and Training
  • Security Incident Management Policy
  • Security Monitoring Policy
  • Security System Development Life Cycle Policy
  • Transmission Sensitive Information Policy
  • Vulnerability Management Policy
  • Workstation Use and Security Policy

• IRT
• Alumni Offboarding Policy
• Cellular Device Policy
• Computer Lab Policy
• Computer Lab Software Policy
• Conference Room and Non-Classroom Space Technology Policy
• Data Governance: EIS Internal Policy
• Data Governance: IT Acquisition Policy
• Data Governance: LMS Use Policy
• Data Governance Policy
• Digital Signage Policy
• Electronic Survey Policy
• Employee Workstation Assignment Policy
• iPad Cellular Data Activation Policy
• IT Resources Available in Licensed Premises
- LMS Third-Party Integration Policy
- Project Management and Software/Systems Development Life Cycle Policy
- Separated and Retiring Employee Offboarding Policy
- Technology Ownership Policy
- Technology Terms and Definitions
- Two-Factor Authentication Policy
- University Data Policy
- Legal and Governance
  - Ethics
    - Outside Employment and Additional Compensation
    - Reporting Compliance & Ethics Concerns (“Whistleblower Policy”)
  - General Counsel
  - Government Relations
    - Lobbying Activity
    - Lobbying Activity Reporting
    - Lobbying and Advocacy Activity
- Healthcare Compliance and Privacy
  - Access of Individuals to Protected Health Information (PHI)
  - Accounting of Disclosures of Health Information
  - Breach Notification Policy
  - Disclosures of Personally Identifiable Health Information to Business Associates
  - Excluded Individuals & Entities
  - Fair Market Valuation
  - Fax Machine Transmittal of Confidential, Sensitive or Protected Health Information (PHI)
  - Focused Arrangement Database Policy & Approval Process
  - Fraud Waste and Abuse Policy
  - General Statement on Agreements with Referral Sources
  - Identity Theft Prevention Program-Red Flag Rules
  - Professional Courtesies for Health Services
  - Professional Services Agreements
  - Protected Health Information: Destruction and Disposal
  - Protection of Sensitive Electronic Information
  - Reporting Compliance & Ethics Concerns
  - Request for Restriction of Uses and Disclosures of Protected Health Information
  - Requests for Amendment of Protected Health Information
  - Responding to Suspected Violations of the Anti-Kickback Statute or for Stark Law Violations that Potentially Implicate the Anti-Kickback Statute
  - Responding to Suspected Violations of the Stark Law That Do Not Implicate the Anti-Kickback Statute
  - Standards for Privacy of Individually Identifiable Health Information
  - Uses and Disclosures of Protected Health Information: With and Without Authorization
- Internal Audit
  - Internal Audit Policy
- Privacy
  - GDPR - Standard Governing Data Protection and Privacy for Individuals within European Union
- Medical Schools
  - CMSRU
  - RowanSOM - Graduate School of Biomedical Sciences (GSBS)
    - Course Repeat Policy - GSBS
    - GSBS Academic Appeals Policy
    - Leave of Absence Policy - GSBS
    - Transfer of Credit - GSBS
  - RowanSOM - Policies
    - Clinical Incident Reporting Policy
    - Housestaff Work Hours and Supervision
    - Leave of Absence and Completion of Degree for Medical Students
• Moonlighting Policy 101
• Non-Academic Health Professionals
• Patient Care Supervision
• RowanSOM/Jefferson Health/Our Lady of Lourdes/Sponsoring Institution - House Staff Rules and Regulations 2019-2020
• RowanSOM House Staff
  • Evaluation of Housestaff Policy
  • Student Responsibilities, Rights and Disciplinary Procedures
  • Tobacco-Free Workplace - Stratford Campus

• Student Life / Student Affairs
  • Athletics Department
    • Intercollegiate Athletics
  • Naloxone Public Access Policy
  • NCAA Compliance
  • Smoke and Tobacco-free Environment
  • Strategic Enrollment
    • Non-Credit Online Course Policy
    • Professional Judgment Policy
    • Satisfactory Academic Progress
    • Verification Policy
• Student Life & Student Affairs
  • Accommodation Policy
  • Alcohol and Other Drugs Policy
  • Campus Recreation Policies and Procedures
  • Chamberlain Student Center Policies and Procedures
  • Good Samaritan Policy
  • Greek Expansion Policy
  • Hazing Policy
  • Live-in Professional Staff Pet Policy
  • New Jersey Residency Policy and Eligibility for In-State Tuition
  • New Membership in Greek Social Organizations
  • Off-Campus Conduct
  • Orientation Attendance
  • Public Health Protection
  • Required Immunizations for Rowan Students
  • Safety Interim Suspension/Withdrawal Policy
  • Service and Emotional Support Animals Policy
  • Shuttle Policy
  • Situation Threat Assessment Policy and Protocol
  • Skateboard Policy
  • Smoking policy
  • Social Media Policy
  • Stalking Policy
  • Student Code of Conduct
  • Student Housing Policies
  • Students-At-Significant Risks to the Health and Safety of Self or Others
  • Student Sexual Misconduct and Harassment Policy
  • Title IX Sexual Harassment/Sexual Assault Policy