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