

# ARTS & SCIENCES FACULTY MEETING

August 28, 2019

HALL OF SCIENCES 4

## AGENDA

**CALL TO ORDER:** 4:00 p.m. Debra Liebowitz

**DEAN'S UPDATES:** Debra Liebowitz  
Opening of School Letter  
University wide Faculty Meetings 11/20 and 3/18 noon to 1 pm  
Handbook changes vote

### FOR DISCUSSION:

Middle States Preliminary Visit Ryan Hinrichs and Hilary Kalagher

### WELCOME AND INTRODUCTION OF NEW FULL TIME ARTS & SCIENCES FACULTY AND STAFF

#### FACULTY

<b>Ferdi Eruysal</b> , Data Analytics	<b>Adijat Mustapha</b> , Psychology
<b>Gerard Pinto</b> , Business	<b>Jason Roberts</b> , Anthropology
<b>Ellie Small</b> , Mathematics and Computer Science	<b>Phoebe Tang</b> , Political Science and International Relations
<b>Merel Visse</b> , Medical Humanities and Public Health	<b>Andrea Woodka</b> , Chemistry

#### STAFF

<b>Matthew Acosta</b> , Learning Spaces Coordinator	<b>Stephanie Caldwell</b> , University Registrar
<b>Megan McHugh</b> , Director of Student Activities	

#### CENTER UPDATES

<b>Center for Academic Excellence (CAE)</b>	pp. 5-6
<b>Center for Immersive Learning and Career Design (CILCD)</b>	p. 7

### ANNOUNCEMENTS

Electronic Ballot	Maria Masucci	
Skaggs Lecture Series	Debra Liebowitz -----	p. 8
Digital Humanities	Wendy Kolman -----	p. 9
Department Chairs Fall 2019		p. 10
Program Directors Fall 2019		pp. 11-12

### ADJOURNMENT

### RECEPTION FOR NEW FULL-TIME ARTS AND SCIENCES FACULTY AND STAFF

Location: Brothers College Courtyard if weather permits or in Mead Hall in the event of rain.

## *INTRODUCING NEW FACULTY*

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**Ferdi Eruysak,**  
Mathematics  
and Computer  
Science

**Ferdi Eruysak** received a Ph.D. in Management Information Systems from the University of Illinois at Chicago. He joined Drew in 2019, after teaching at Texas A&M University for four years. His research interest is economics of information systems with a focus on the implications of big data and business intelligence. His research is interdisciplinary and spans information systems, marketing, and economics. He likes soccer, traveling, and tech gadgets.

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**Adijat  
Mustapha,**  
Psychology

**Adijat Mustapha** is a Visiting Assistant Professor in Psychology. She graduated from Drew in the not- too- distant past where she double majored in Psychology and French. Since leaving Drew, she earned her Ph.D. in Clinical Psychology from the University of Kansas, where she also earned a graduate certificate in Women, Gender, and Sexuality Studies. She has worked as a Psychologist in an Assessment and Evaluation Center, where she completed biopsychosocial evaluations for a diverse, urban population of children, adolescents, and adults. In her return to Drew, she plans to use the scientist-practitioner model by integrating clinical practice, teaching and clinical research. As a generalist psychologist with an integrative orientation, she will also implement interventions from various theories and evidence-based therapies. She looks forward to bringing all she has experienced and learned since leaving to a new generation of Drew students.

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**Gerard Pinto,**  
Economics and  
Business

**Gerard Pinto** - The Economics and Business Department is very happy to introduce their newest member- Gerard Pinto. He recently received his PhD in 2019 from University of South Carolina's Darla Moore School of Business. Originally from Mumbai, he worked there in investment banking after getting his MBA in 2011. In his PhD dissertation, he examined issues related to financing decisions by firms. In particular, he evaluated the role of financial constraints in the IPO decision, and the associated underpricing of their stock. Here at Drew, Gerard will be teaching in both the new Masters in Finance program, and also the undergraduate programs in the dept. In his spare time, Gerard likes to go hiking, traveling and exploring local museums.

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**Jason Roberts,**  
Anthropology

**Jason Roberts** is an environmental anthropologist who works on issues related to logging, agricultural development, and climate change on New Hanover Island, Papua New Guinea. He received his doctoral degree from the University of Texas at San Antonio. He previously studied anthropology and forestry at North Carolina State University and joins us at Drew after recently teaching at UT-San Antonio.

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**Ellie Small,**  
Mathematics  
and Computer  
Science

**Ellie Small** received a BSc degree in Mathematics with Statistics and Computer Science from the University of London, Birkbeck College. She earned her PhD in Statistics from Rutgers University, New Brunswick, in 2019, and joined the Department of Mathematics and Computer Science at Drew University that same year. Dr. Small has taught statistics and mathematics at Centenary University in Hackettstown for 6 years. She specializes in data science and has completed research papers in networks and text mining. In her spare time she enjoys any type of dance, and goes ballroom dancing with her husband whenever the opportunity presents itself.

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**Phoebe Tang,**  
Political Science  
and  
International  
Relations

**Phoebe Tang** joins the Department of Political Science & International Relations as a visiting assistant professor this fall. She received her PhD from the University of Southern California in 2018. Her areas of interests are state-society relations and political participation in non-democracies. Her recent research projects are concerned with the effects of different forms of environmental social contention - such as protests, litigation, or their combination - on environmental decision-making of local governments in China. She will be teaching Comparative Politics, Chinese Politics, and Authoritarianism this semester. Before joining Drew in 2019, she taught at Loyola Marymount University in Los Angeles.

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**Merel Visse,**  
Medical  
Humanities

**Merel Visse** joins us as the Director of Medical Humanities and Associate Teaching Professor of Health Studies. She comes to us from the University of Humanistic Studies, The Netherlands, where she was a professor in Care Ethics and Policy. Merel has a masters degree from Erasmus University Rotterdam, in Health Care Administration and a PhD from the School of Public Health, Amsterdam University Medical Center. She is co-coordinator of the International Care Ethics Research Consortium ([www.care-ethics.org](http://www.care-ethics.org)).

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**Andrea  
Woodka,**  
Chemistry

**Andrea Woodka** - The Chemistry Department is thrilled to welcome and introduce Dr. Andrea Woodka. Andrea received her training in chemical engineering, including a Bachelor of Science from Rensselaer Polytechnic Institute, as well as a Master of Science and Ph. D. from the University of Southern California. She then was an NRC Postdoctoral fellow at the National Institute for Standards and Technology (NIST). Andrea comes to Drew after having taught chemistry and chemical engineering at the United States Military Academy at West Point. Additionally, she both taught in and led a multidisciplinary team in developing and implementing an introductory science program at the United States Military Academy Preparatory School. This semester, Andrea is teaching in the first year chemistry curriculum with future assignments in the physical chemistry and environmental science curricula. Although Andrea is new to teaching at Drew, she is very familiar with the campus, having played recreational soccer at the Drew athletic facilities. You may also recognize her as the person leading the bike caravan across campus as she drops off and picks up her children from Oasis Camp. Welcome Andrea.

*INTRODUCING NEW STAFF and NEWS FROM OUR CENTERS*

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**Matthew Acosta**

**Matthew Acosta** joins the Instructional Technology team as Learning Spaces Technology Coordinator, where he oversees daily operations of the Media Resources Center (MRC) and supports equipment in university classrooms, event spaces, and academic technology labs. He has a BA (Elementary Education) and Masters in Special Education from Kean University, with prior professional experience in technology consulting and in the Roselle Park and Springfield School Districts. Matt comes to Drew directly from his favorite job as a stay-at-home dad.

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**Stephanie Caldwell**

**Stephanie Caldwell**, Registrar. Stephanie joined us at the beginning of July as the new University Registrar. Having most recently served as the Associate Director for Registration Operations at Northeastern University, she brings to Drew expertise in the utilization of Banner and a wealth of knowledge about all functions of the Registrar's office.

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**Megan McHugh**

**Megan McHugh** joins us as Director of Student Activities in Student Engagement. Megan spent her last six years at Rowan University working in the student center and campus activities. At Drew Megan's role is essential to the Launch program as she manages Club Life, New Student Orientation, campus events, and traditions. Megan is an active member and regular presenter with the Association of College Unions International annual and regional conferences.

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**Center for Academic Excellence**

Please see pages 5-6 for updates on the **Center for Academic Excellence (CAE)** staff and resources, including a schedule of Fall 2019 Academic Coaching Workshops to be held Wednesdays in EC 109 from 1:00 pm - 2:00pm.

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**Center for Immersive Learning and Career Design**

Please see page 7 for changes within the **Center for Immersive Learning and Career Design (CILCD)**. You will recognize some familiar names who have moved departments within the University and be introduced to several new colleagues.

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## CENTER FOR ACADEMIC EXCELLENCE (CAE)

- **Max Orsini** , Graduate Support and ELL Specialist, will be serving as the primary point of contact for the University Writing Center while Loren Kleinman is on leave this fall. When contacting Max via email, please be sure to cc: [cae@drew.edu](mailto:cae@drew.edu).
- **Academic Coaching:** Academic coaching resources will continue to be managed by the CAE, with a renewed focus on peer academic coaching. A team of graduate and undergraduate student coaches have been trained in CRLA coaching methodologies. Peer tutors also receive cross training in academic coaching. A series of academic coaching workshops are scheduled throughout the Fall semester. The schedule below is posted on the CAE website and workshops are accessible via Zoom. All Drew students, faculty, staff and alumni are welcome to attend these workshops which are held Wednesdays in EC 109 from 1:00 – 2:00 pm.

Date of Workshop	Drop-in	Description	Audience
September 4, 2019	TIME MANAGEMENT 101: ORGANIZATIONAL BASICS	Track important dates and tasks. Plot out dates for the entire semester, then break tasks and due dates down to monthly, weekly, and daily to-do lists.	CLA, ELL, Grad refresher, First Year students
September 11, 2019	STAYING MOTIVATED	Set long range, short range and daily goals to manage tasks, self-monitor your progress, and stay on track.	CLA, ELL, Grad refresher, First Year students
September 18, 2019	ACTIVE LISTENING & NOTE-TAKING	Effective note-taking begins before you set foot in the classroom. Take better notes based on essential actions before, during, and after class.	CLA, ELL, Grad refresher, First Year students
September 25, 2019	TEST PREP AND TEST ANXIETY MANAGEMENT	Study in small chunks over time instead of cramming in a single marathon session. All previous skills will factor into reducing stress at exam time.	CLA, ELL, Grad refresher, First Year students

October 2, 2019	TIME MANAGEMENT 101: ORGANIZATIONAL BASICS	Track important dates and tasks. Plot out dates for the entire semester, then break tasks and due dates down to monthly, weekly, and daily to-do lists.	CLA, ELL, Grad refresher, First Year students
October 9, 2019	STAYING MOTIVATED	Set long range, short range and daily goals to manage tasks, self-monitor your progress, and stay on track.	CLA, ELL, Grad refresher, First Year students
October 16, 2019	ACTIVE LISTENING & NOTE-TAKING	Effective note-taking begins before you set foot in the classroom. Take better notes based on essential actions before, during, and after class.	CLA, ELL, Grad refresher, First Year students
October 23, 2019	TEST PREP AND TEST ANXIETY MANAGEMENT	Study in small chunks over time instead of cramming in a single marathon session. All previous skills will factor into reducing stress at exam time.	CLA, ELL, Grad refresher, First Year students
October 30, 2019	TIME MANAGEMENT 101: ORGANIZATIONAL BASICS	Track important dates and tasks. Plot out dates for the entire semester, then break tasks and due dates down to monthly, weekly, and daily to-do lists.	CLA, ELL, Grad refresher, First Year students
November 6, 2019	STAYING MOTIVATED	Set long range, short range and daily goals to manage tasks, self-monitor your progress, and stay on track.	CLA, ELL, Grad refresher, First Year students
November 13, 2019	ACTIVE LISTENING & NOTE-TAKING	Effective note-taking begins before you set foot in the classroom. Take better notes based on essential actions before, during, and after class.	CLA, ELL, Grad refresher, First Year students
November 20, 2019	TEST PREP AND TEST ANXIETY MANAGEMENT	Study in small chunks over time instead of cramming in a single marathon session. All previous skills will factor into reducing stress at exam time.	CLA, ELL, Grad refresher, First Year students

## CENTER FOR IMMERSIVE LEARNING AND CAREER DESIGN (CILCD)

- **Dawn LoMauro**, CILCD Operations Manager: Dawn is managing the CILCD Operations Team, including its Event Planner, Logistics Manager, and the Team's collaboration with Communications & Marketing. Dawn is also Executive Assistant to the Associate Provost and coordinating the K-12 Education Sub Career Community.
- **Amy Hains**, CILCD Event Planner: Amy is transitioning from her position at the Center for Civic Engagement to CKILCD's Event Planner. She will lead CILCD's event planning, including the coordination of CILCD and Launch Community events.
- **Daniel Loughrey**, CILCD Logistics Manager: Dan just joined Drew and will be managing the logistics of CILCD departments and the Launch Communities. Dan will also be coordinating CILCD's technology development efforts.

## CAREER CENTER

- **Greg Townsend**, Career Center Director: Greg is an alum and joined Drew's staff a year ago. In addition to directing the Career Center, Greg is facilitating CILCD's outreach to community members for their involvement in Launch and its Communities, as well as overseeing Launch's 8 Career Communities and coordinating the Pre-Law Sub Career Community.
- **Carolyn Parelli**, Associate Director for Student Engagement & Education: In addition to leading CILCD's student engagement and education efforts, Carolyn is coordinating the Exploratory and the Business, Finance & Entrepreneurship Career Communities, as well as leading the Student Employment function of the Center.
- **Dunstanette Macauley-Dukuly**, Launch Catalyst: In addition to working with students 1:1, Dunstanette is coordinating the Medicine & Health Professions Career Community, including Health Professions Advising, as well as the Science, Technology, Engineering & Sustainability Career Community. She is also leading the Network of Mentors function of CILCD. Dunstanette joined Drew 6 months ago.
- **Jennifer Islam**, Launch Catalyst: In addition to working with students 1:1, Jenn is coordinating the Gender & Sexuality, the Ethnic & Racial Heritage, and the Commuter, Non-Traditional & Transfer Students Identity/Affinity Communities. She is also leading the Internships function of CILCD. Jenn joined Drew 10 months ago.
- **Yasmin Acosta**, Launch Catalyst: In addition to working with students 1:1, Yasmin is coordinating the Arts, Communications & Languages Career Community, and the Visible & Invisible Disabilities and First Generation Identity/Affinity Community. She is also leading the Peer Coach function of CILCD. Yasmin is an alumna and has played diverse roles at the Drew Career Center.

## CENTER FOR GLOBAL EDUCATION

- **Hannah Faustmann**, Assistant Director in the Center for Global Education. Hannah joins Drew from Central Michigan University where she worked in their study abroad office for four years, most recently as the Faculty-led Study Abroad Program Coordinator. She holds a bachelor's degree in history from Grand Valley State University and Masters of Higher Education Administration from Central Michigan University.

# GREAT FACULTY OPPORTUNITY

Please encourage your students to attend; student tickets are free!

**Cathy N. Davidson**

September 11 @ 7:00 pm | DOYO | \$10\* faculty tickets

## The Future of Learning

The world has changed drastically since the 19th century when modern higher education was invented for the era of the telegraph and the Model T. How can higher education reinvent itself, now, to prepare students for the complicated world they have inherited? In this talk, Cathy N. Davidson, renowned educator and scholar of technology and cognition, challenges us all to invent the future of learning together. She looks back at the history of higher education and the beginning of academic professionalization, analyzes how the digital age has altered the mission and function of higher education, and then ends with practical suggestions for ways professors can transform the classroom experience for maximum participation, creativity and engagement.



Davidson asks what if the classroom were structured as a training ground for life beyond school? What if the classroom were structured for asking tough questions and for addressing problems without answers? What if classrooms were structured for navigating technology and new publics? And, most important, what if the classroom were structured for workforce readiness and for world readiness? In *The Future of Learning*, Davidson challenges faculty, students, staff and community members to think together about these crucial questions for the future of our society.

Cathy N. Davidson is a leading innovator in the areas of institutional change, professional development and personal health, success and performance in the digital age. A distinguished scholar of the history of technology, she is the author of 20 books on technology, education, and cognitive neuroscience. Her appearance at Drew is generously supported by the endowment for the Merrill Maguire Skaggs Lecture and is presented as part of the Drew Forum speaker series.

*\* Faculty may purchase one ticket in person at the Shakespeare Theatre of New Jersey box office with a valid Drew University ID. Please note, reduced tickets must be paid for in cash.*



## Digital Humanities Fall 2019

### Fall Workshops

All DH Workshops will be held in the DH Space in the Library

**Thursday, Sept. 12 at 4:15**

**Hypothesis** – tool for collaboratively annotating documents in PDF format.

**Thursday, Sept. 19 at 4:15**

**Setting up a Domain and Basic WordPress** – Learn the basics of setting up a Domain, choosing templates, the basic of C-panel, and WordPress basics for editing your Domain.

**Friday, Oct. 18 at 1:15**

**Carto** – a tool for mapping and spatial analysis

**Friday, Nov 8 at 1:15**

**Scalar** – Open source web authoring and publishing tool

### Digital Humanities Summer Institute Showcase

**Friday, Oct. 4, 2:00 pm – BC-218**

Student-Faculty project teams will present their work on the following:

“Defining Characteristics of Gun Advertising through Social Media: Opportunities for Intervention”; “Urban Anthropology of Newark”; “The Drew Acorn Archives”; “The Growth of Rock Music Culture”; “Topic Modeling of Science Textbooks”; “Hermeneutics of Cybersecurity”; “Neighbors in Need” [Homelessness in Morris County]; “Re-Animating Experimental Psychology”

### Applications for Spring 2020 DH Funding

**Deadline: October 1, 2019**

Faculty are invited to apply for course release grants, course development grants, and travel grants for projects related to the digital humanities and projects which incorporate Domains of One’s Own. Faculty who have not received DH funding are particularly encouraged to apply

Applications can be found at:

<http://www.drew.edu/digital-humanities/about-us/apply-for-grant-funds/>

Check the DH web site  
for additional  
information:

<http://www.drew.edu/digital-humanities/>

### Request a Technology Fellow

Technology fellows are trained undergraduates who can support students in your class who are working on digital projects. They can be assigned to your class for the semester, much like a writing fellow; they can come to your class to assist your students with a project during a limited number of classes, or students can meet with them during their office hours in the DH Space in the Library.

Request a Tech Fellow at: <http://www.drew.edu/digital-humanities/about-us/technology-fellows/>

## CLA Department Chairs - Fall 2019

Department	Chairperson	Ext	Location	Email
Anthropology	Allan Dawson	3292	FLK	adawson@drew.edu
Art	Clare Sherman	3325	ARTS	csherman1@drew.edu
Art History	Kimberly Rhodes	3757	ARTS	krhodes@drew.edu
Biology	Roger Knowles	3561	HS	rknowles@drew.edu
Chemistry	Adam Cassano	3341	HS	acassano@drew.edu
Classics	TBD		BC	@drew.edu
Economics and Business	Maliha Safri	3202	LEW	msafri@drew.edu
English	Neil Levi	3821	SIT	nlevi@drew.edu
French/Italian	Emanuele Occhipinti	3831	BC	<a href="mailto:eocchipi@drew.edu">eocchipi@drew.edu</a>
French (Coordinator)	Marie-Pascale Pieretti	3506	EMB	mpierett@drew.edu
German/Russian/Chinese	Josh Kavaloski	3549	BC	jkavalos@drew.edu
Italian	Emanuele Occhipinti (Coordinator)	3831	BC	eocchipi@drew.edu
Chinese	Bai Di (Coordinator)	3503	BC	dbai@drew.edu
Arabic	Jennifer Olmsted (Coordinator)	3417	LEW	jolmsted@drew.edu
History	Jonathan Rose	3545	GIL	jrose@drew.edu
MAT (Caspersen)	Kristen Turner	3345	SWB	ktturner3@drew.edu
Math/Computer Science	Sarah Abramowitz	3346	HS	sabramow@drew.edu
Music	Trevor Weston	3470	ARTS	tweston@drew.edu
Philosophy	Erik Anderson	3871	SWB	eanderso@drew.edu
Physical Education	Christa Racine	3650	SIMON	cracine@drew.edu
Physics	Minjoon Kouh		HS	mkouh@drew.edu
Political Science and International Relations	Jinee Lokaneeta	3430	SMITH	jlokane@drew.edu
Psychology	Hilary Kalagher	3972	HAN	hkalagher@drew.edu
Russian	Carol Ueland (Coordinator)	3507	BC	cueland@drew.edu
Sociology	Jonathan Reader	3408	GIL	jreader@drew.edu
Spanish	Monica Cantero-Exojo	3662	BC	mcantero@drew.edu
Theatre Arts and Dance	Jim Bazewicz	3059	ARTS	jbazewicz@drew.edu

## CLA Program Directors - Fall 2019

<b>Major</b>	<b>Director</b>	<b>Ext</b>	<b>Location</b>	<b>Email</b>
<b>BioChem and Molecular Biology</b>	Adam Cassano Stephen Dunaway	3341 3119	HS HS	acassano@drew.edu sdunaway@drew.edu
<b>Business Studies</b>	Marc Tomljanovich	3251	LEW	mtomljan@drew.edu
<b>Environmental Studies &amp; Sustainability</b>	Phil Mundo	3436	SMITH	pmundo@drew.edu
<b>Media and Communications</b>	Lisa Lynch	3300	SIT	llynch1@drew.edu
<b>Neuroscience</b>	Minjoon Kouh	973-805-8892	HS	mkouh@drew.edu
<b>Pan-African Studies</b>	TBD			
<b>Public Health</b>	Tina McKittrick	3742	HS	cmckittr@drew.edu
<b>Women's &amp; Gender Studies</b>	Wendy Kolmar	3632	SIT	wkolmar@drew.edu
<b>Minor or Program</b>	<b>Director/Contact</b>	<b>Ext</b>	<b>Location</b>	<b>Email</b>
<b>American Studies</b>	TBD			
<b>Archaeology</b>	Maria Masucci	3496	FLK	mmasucci@drew.edu
<b>Arts Administration</b>	James Bazewicz	3059	ARTS	jbazewic@drew.edu
<b>Asian Studies</b>	Bai Di	3427	BC	dbai@drew.edu
<b>Computer Science</b>	Emily Hill	3198	HS	ehill1@drew.edu
<b>Dance</b>	Kimani Fowlin Rosemary McLaughlin	3407 3249	ARTS ARTS	kfowlin@drew.edu mclaugh@drew.edu
<b>European Studies</b>	Monica Cantero-Exojo	3662	EMB	mcantero@drew.edu
<b>Film Studies</b>	Shakti Jaising	3915	SIT	sjaising@drew.edu
<b>Holocaust Studies</b>	Joshua Kavaloski	3549	HAN	jkavalos@drew.edu
<b>Humanities</b>	Marie-Pascale Pieretti	3506	EMB	mpierett@drew.edu
<b>Italian</b>	Emanuele Occhipinti	3831	EMB	eocchipi@drew.edu
<b>Jewish Studies / Modern Hebrew</b>	TBD			
<b>Latin American Studies</b>	Allan Dawson	3292	FLK	adawson@drew.edu
<b>Law, Justice and Society</b>	Jinee Lokaneeta	3430	SMITH	jlokanee@drew.edu
<b>Linguistic Studies</b>	TBD			
<b>Medieval Studies</b>	TBD			
<b>Middle East Studies</b>	Jennifer Olmsted	3417	LEW	jolmsted@drew.edu
<b>Photography</b>	Rebecca Soderholm	3105	ARTS	rsoderholm@drew.edu
<b>Russian</b>	TBD			
<b>Western Heritage</b>	John Lenz	3275	EMB	jlenz@drew.edu
<b>World Literature</b>	John Lenz	3275	EMB	jlenz@drew.edu
<b>Programs</b>	<b>Director</b>	<b>Ext</b>	<b>Location</b>	<b>Email</b>
<b>Civic Engagement</b>	Amy Koritz	3208	SWB	akoritz@drew.edu
<b>Composition/College Writing</b>	Jens Lloyd		SIT	jilloyd@drew.edu
<b>Creative Writing</b>	Courtney Zoffness		SIT	czoffness@drew.edu
<b>EOS (Educational Opportunity Scholars)</b>	Cordelza Haynes	3399	ROSE	chaynes@drew.edu

<b>Baldwin Honors</b>	Stephen Dunaway	3119	HS	<a href="mailto:sdunaway@drew.edu">sdunaway@drew.edu</a>
<b>Specialized Honors</b>	Bjorg Larson	3081	HS	<a href="mailto:blarson@drew.edu">blarson@drew.edu</a>
<b>Writing Across the Curriculum</b>	Sandra Jamieson	3499	SIT	<a href="mailto:sjamieso@drew.edu">sjamieso@drew.edu</a>

## Sturgis Standard Code of Parliamentary Procedure

### Summary:

#### Basic Rules of Precedence:

1. When a motion is being considered, any motion of higher precedence may be proposed, but no motion of lower precedence may be proposed.
2. Motions are considered and voted on in reverse order to their proposal. The motion last proposed is considered and disposed of first:

#### Common Motions in Order of Precedence:

LANGUAGE		Interrupt Speaker?	Second Needed?	Motion Debatable?	Vote Needed?
<b>Privileged Motions:</b> Motions of urgency entitled to immediate consideration.					
1. *Adjourn the meeting.	I move that we adjourn.	NO	YES	YES**	MAJORITY
2. *Recess the meeting.	I move that we recess until...	NO	YES	YES**	MAJORITY
3. Questions of Privilege (Noise, temperature, etc.)	I raise the question of privilege....	YES	NO	NO	Decided by presiding officer
<b>Subsidiary Motion:</b> Motions which alter the main motion, or delay or hasten its consideration.					
4. Postpone temporarily	I move we table the motion..	NO	YES	NO	MAJORITY
5. Close debate	I move to close debate and vote immediately.	NO	YES	NO	TWO THIRDS
6. *Limit or extend debate	I move that the debate on this question be limited to...	NO	YES	YES**	TWO THIRDS
7. *Postpone to a certain time	I move we postpone this matter until...	NO	YES	YES**	MAJORITY
8. *Refer to committee	I move we refer this matter to committee.	NO	YES	YES**	MAJORITY
9. *Amend	I move that we amend this motion by...	NO	YES	YES**	MAJORITY
<b>Main Motions:</b> Motions bringing substantive proposals before the assembly for consideration and action.					
10. * Main motions and restorative main motions	I move that....	NO	YES	YES	MAJORITY

The following motions can be offered whenever they are needed and have no order of precedence. They should be handled as soon as they arise.

LANGUAGE		Interrupt Speaker?	Second Needed?	Motion Debatable?	Vote Needed?
<b>Incidental Motions:</b> Motions that arise incidentally out of the business at hand. They relate to matters incidental to the conduct of the meeting.					
1. Appeal a decision of the chair	I appeal the chair's decision.	YES	YES	YES	MAJORITY
2. Suspend the rules	I move to suspend the rules and...	NO	YES	NO	TWO THIRDS
3. Point of Order	I rise to a point of order	YES	NO	NO	Decided by presiding officer
4. Raise a question relating to procedure.	I rise to a parliamentary inquiry.	YES	NO	NO	Decided by presiding officer
5. Withdrawal of a motion	I move to withdraw my motion.	YES	NO	NO	MAJORITY
6. Separate a multi-part question for voting purposes	I move division on the question.	NO	NO	NO	MAJORITY

\*Can be amended

\*\*Debatable if no other motion is pending.

Note: General Consent is a way of saving time by avoiding votes on routine or non controversial matters. After a motions has been moved and seconded the presiding officer may ask if there are any objections. If anyone objects, a vote must be taken on the action. If there are no objections, the matter has been decided by general consent. The presiding officer may also propose actions by general consent without any motion. If anyone immediately objects, the question must be stated and voted on in the usual way