

CWAAC Minutes February 2020

Present: Mike Unger, Susan Gaulden, Sarah Carberry, Tim Haase, and Gurvinder Khaneja
Stacie Taranto (on phone) Shaz Ishak

Meeting Minutes: The 2020 January CWAAC minutes approved

Middle States Prep

- The draft agenda is ready for the Middle State visit. Dr. Nowaczyk requested 3 (1 hour blocks) of time for anyone who wants to meet with the Middle States team.
- Cabinet is going to determine the list of names on who will meet with the team (they want to make sure there is a key group of people representing the college). The committee will also be offering prep sessions to anyone invited to meet with Middle States. The prep sessions will include breakout groups with some “potential” questions which might be asked by Middle States Commission
- It is important to let the college community know when the Middle States team is coming. Faculty should be aware of the dates and inform their students (possibly run a video or Power Point presentation during class) The Steering Committee can come up with PowerPoint slides to present to students. The class presentation should explain how Middle States impacts students (*financial aid. transferring credits and improvements to college*) Students can also learn more about Middle States by participating in an online electronic scavenger hunt. The winner of the contest can park in the circle for the month of February.
- Middle States can only give a requirement if we are not in compliance (Susan is concerned about Standard 2) the exit report will be presented on June 26th and the chairman will read the report and what they found. The goal of the final report is to hear the chairman respond, “Ramapo College is found to be in compliance.” The final vote will be submitted by the commission at the end of June.
- It is also important to show the schools commitment to Intellectual Property Rights (*the only contract with Intellectual Property Rights is with AFT*). The students are not covered for Intellectual Property Rights so we need to get something in place and take necessary steps to address this issue.

Program Review

The Provost made a decision to go back to 5 year Program Review. Susan is presenting a Program Review Workshop and will talk about the process of program reviews and how to utilize information provided by Institutional Advancement.

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School Updates

- Senior presentations programs are approved and Mike made a quick schedule from the responses but he is still waiting to hear back on some of the responses. This can be shown to Middle States when we have everyone's schedule.
- Mike asks the committee to come up with some comments/suggestions after the Middle States process so we can reflection on the process.
- Mike informed the group about the new CWAAC folder on Google Drive. Mike will access to this folder once it is ready to be shared. Mike would also like to have a revised check list of programs that we should be thinking about every fall
- Canvas is a work in progress. We are trying it out and need to know where the Assessment Date should be placed (Mike will discuss with Susan Gaulden)
- CWAAC Meeting dates need to be decided on for the spring 2020. Mike would like to have a dedicated time for the meetings. Mike will review possible times and get back to the group with the information.