

Approved March 26, 2008

Executive Council  
Board Room  
March 19, 2008

Members Present: Anita Stellenwerf, Irene Kuchta, Erin Augis, Eric Karlin, Marcia Sexton, Amruth Kumar, Jim Morley, Lisa Cassidy, Susan Eisner, Maria Vail, Provost Beth Barnett, President Peter Mercer

Members Absent: Steve Rice

Executive Council Meeting 9:00a-9:30a

1. Charge of the Task Force on Streamlining Access to Funding

Members of Executive Council briefly reviewed the charge of the Task Force on Streamlining Access to Funding and adjusted the report's due date to April 23 for discussion at the April 30 Faculty Assembly.

**Action Item:** Executive Council will present the charge to President Mercer for his action.

2. Nominations for Faculty Assembly President and Secretary

Nominations are due by noon today for discussion at today's Faculty Assembly.

3. Report of Faculty Assembly President for today's Assembly

President Karlin solicited information items from the Executive Council to include in his report to the Faculty Assembly. Item included the Task Force on Streamlining Access to Funding, the report from the Task Force on Sabbaticals, and the approval of the changes to faculty governance structure.

Executive Council Meeting with Provost Barnett and President Mercer 9:30a-10:45a

1. Budget Update

President Mercer informed Executive Council of his visit to Trenton and that there is a 4<sup>th</sup> quarter shortfall in the state budget. Ramapo is still getting penalized for having a higher percentage of out of state students.

2. Task Force on Streamlining Access to Funding

Executive Council presented proposed Task Force charge to President Mercer and Provost Barnett for their review and action.

3. Constituent Assembly and Provost Council as they relate to Executive Council

Executive Council requested clarification and an update on the Constituent Assembly. President Mercer informed Executive Council that not all invited parties had selected or appointed their representatives. The second week of April is targeted for the first meeting. The purpose of the Constituent Assembly is to act as a deliberative body not a decision-making body. The Assembly will act as a clearinghouse for campus-wide issues or proposals and the intent is gain input from all parts of the campus. Executive Council also requested clarification on the role of the Provost's Council. Provost Barnett explained to Executive Council that the Provost's Council acts as a consultative body that makes recommendations on academic policy. She provided an example of a withdrawal policy for medical reasons from Counseling (Student

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Affairs) which can be tied to Enrollment Management's (Academic Affairs) policy on withdrawal for non-medical reasons. Both President Mercer and Provost Barnett stressed that the overall purpose of these bodies is for consultation/deliberation and to provide better means of communication across campus.

#### 4. Search for Vice Provost for Curriculum & Assessment

Provost Barnett informed Executive Council that she will meet with the Position Review Committee today to review the Vice Provost position. Following that meeting, the job will be posted. The Search Committee will need faculty representatives from each unit. As with the Deans searches, if there is no compelling internal candidate, an external search will be conducted.

#### 5. Assessment of General Education

Members present engaged in discussing assessment of General Education including formative assessment and summative assessment. Provost Barnett is sending out a letter to the faculty outlining current assessment pilots including: 1) pre/post testing in Social Issues and 2) WI/IL rubric for Readings in the Humanities. The General Education Assessment Task Force has been charged with reviewing three externally developed standardized tests to be administered to freshman in the fall and seniors in the spring. Links to these tests will also be included in the Provost's letter. Some convening groups are already using standardized content area exams to assess their courses. The goal of assessment at this point is to combine in-house developed assessment with external standardized review.

Executive Council Meeting 10:45a

#### 1. General Discussion

Members of Executive Council briefly discussed class time in terms of the experiential learning component, 3 vs. 4 credit courses, and release time.

#### 2. Minutes

Minutes of the March 5 Executive Council were approved and will be posted to the Faculty Assembly webpage.

Submitted by M. Sexton, March 21, 2008