

Approved May 21, 2008

Executive Council  
Board Room  
May 14, 2008

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

Members Absent: Lisa Cassidy

Executive Council Meeting 9:00a-9:45a

1. End of year issues

The current Executive Council will meet with the incoming Council on Wednesday, May 21, 2008. Members present participated in a general discussion on wrapping up current topics in preparation for the incoming Executive Council including a brief discussion of what has changed between the previous Advisory Council model and the current Executive Council model. Councilor Rice informed Executive Council that rooms have been reserved in the ASB building for unit meetings during In-Service on May 20. Following that meeting, a mail ballot will be sent out to elect Faculty Assembly Secretary and Councilor At Large Over 10. Discussion of the Thomases' Award is added to the agenda for discussion with President Mercer and Provost Barnett.

**Action Item:** Councilor Rice will act as liaison with Co-Chairs Mazza and Cammarata on their Middle States presentation for In-Service.

Executive Council Meeting with Provost Barnett and President Mercer 9:45a-11:00a

1. Summer courses

Overall, Summer course enrollments are up +/- 50% compared with enrollment from last summer, not including online courses, and the number of electives offered is still problematic. Online courses are charging a flat rate of \$1000 per course and enrollment is promising. There was brief discussion on pricing by course vs. credit hour. Additional summer offerings include a Middle School certification program and marketing efforts for high school programs are in place. The Forests & Fossils high school program will be piloted this summer. A bridge program for incoming students was also discussed.

2. Assessment Plan

There was general discussion on the schedule for the May 20 In-Service. Provost Barnett will speak on the overall assessment plan including the General Education assessment committee, Middle States Committee, who is responsible for what, when, etc. Executive Council requested a timeline and flowchart of committees dealing with assessment. Provost Barnett informed Executive Council that several groups are developing assessment plans for specific pieces including General Education and requested that all faculty review the Academic Plan. Unit level assessment committees will be responsible for reviewing their school core as part of General Education assessment.

3. Thomases' Award

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President Mercer provided a brief explanation of the failure of administrative offices to maintain the schedule of awards and informed the Executive Council that this year's Thomases' Award winners are Paramjeet Bagga and Jason Hecht. A reception for Professors Bagga and Hecht will be held in the fall. Thomases' Award recipients are traditionally mace bearers at Commencement exercises. This year's Commencement will be on May 16, 2008.

#### 4. Reappointment letters

Councilor Morley informed everyone present that the tone of this spring's reappointment letters appeared to be demoralizing to reappointed faculty. There was brief discussion on the use of state mandated language.

**Action Item:** President Mercer and Provost Barnett will look into the preparation of reappointment letters.

#### 5. State impression of Ramapo

President Mercer outlined steps the College is taking to promote its "image" to state government including retaining a lobbying firm and promoting a funding formula. Members present participated in a discussion raising the questions 1) what would impress legislators and 2) how to promote higher education to public constituents? Graduation rates, overall management, and faculty involvement in recruitment efforts were also discussed.

#### 6. Mentoring Task Force

Councilor Eisner presented President Mercer and Provost Barnett with the Task Force report on mentoring faculty for their review. The report is also on the agenda for the May 20 In-Service.

#### 7. Streamlining Task Force

President Mercer informed Executive Council that Task Force members should be notified by today, May 14, 2008. Replacement representatives may need to be found for some units.

#### 8. President's Report

President Mercer informed Executive Council of an additional donation of \$3 million from Dick and Millicent Anisfield for completing the 5<sup>th</sup> floor of the ASB building.

Anonymous gifts have also been received based on this gift. The Anisfields will receive honorary doctorates at Commencement exercises on Friday, May 16, 2008.

#### 9. Provost Barnett's Response to the Effectiveness document

Provost Barnett provided a brief response to the Effectiveness document with the request for an additional discussion.

**Action Item:** Executive Council and Provost Barnett will meet to discuss the Effectiveness document at a meeting to be scheduled at a later date.

#### 10. Transition to new Executive Council

**Action Item:** President Mercer and Provost Barnett will meet with outgoing President Karlin and incoming President Saiff on ongoing issues, meeting schedules, and transitions to the new Council.

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Submitted by M. Sexton, May 19, 2008