

## Faculty Assembly (FA) Minutes of the Meeting

October 5, 2016

2:10pm – 3:40pm

Pavilion Rooms 2 & 3

Number of Faculty Attendees: (approximately) 99

### 1) FAEC Member Introductions

### 2) FA President Tae Kwak's Report

- a. As FA president, Prof. Kwak attends (with no voting rights) the Board of Trustees' meetings. At the last meeting, Prof. Kwak shared the faculty's concerns about the following:
  - i. The challenges of the current Gen Ed implementation timeline.
  - ii. The urgent need for library renovations.
  - iii. Faculty and staff morale (re: changes to the terms of contracts for some professional staff).
  - iv. The faculty's legitimate interest in reviewing the Grant Thornton report.

### 3) Shared Governance.

- a. Profs. Kwak, Torres-Baumgarten, and McMurdy attended the AAUP's conference on shared governance (no administrators were able to attend). The conference provided an opportunity to compare shared governance at Ramapo College with other institutions.
- b. Ramapo appears to be doing well in some areas. For example, our convening groups have relatively high levels of autonomy.
- c. However, as *Middle States* indicated in its last report, there are some areas in which effective shared governance is lacking at Ramapo. As such, *Middle States* made the following recommendations:
  - i. The administration and faculty should deliberately define/redefine shared governance at Ramapo College.
    1. Prof. Kwak has asked the Provost to charge a task force for this purpose.
  - ii. Improve "...the structure of interchange between the faculty and administration to improve communication and transparency in academic decision-making." (pg. 17)
    1. As such, Prof. Kwak made a motion to request from the administration written responses to FA reports and proposals (see below). This motion was seconded.

#### **Voting Item 1: FA Communication Proposal**

"In the interests of promoting Shared Governance and fostering constructive communication, the Faculty Assembly strongly requests that all recipients of final reports submitted by Committee and Task Force chairs, respond with a substantive, written response within one month. The written

response need not be long, but should be substantive in the sense of affirming or rejecting the proposals presented in the final report, providing an indication of how proposals will be implemented, or providing explicit rationale for why proposals will not be implemented."

Total votes – 97

Yes – 97%

No – 3%

Abstain – 0%

**The motion to approve the FA Communications**

**Proposal passed.**

**4) Faculty Representative on College Space Allocations Committee.**

- a. Three faculty members volunteered to serve on the College Space Allocations Committee. Each candidate made a brief statement to the FA.
  - i. Catalin Martin (TAS)
  - ii. Lisa Lutter (CA)
  - iii. Naseem Choudhury (SSHS)
- b. The administration does not permit the FA to elect alternates for this committee assignment.
- c. The FA asks the elected faculty member to speak with members from every unit when carrying out his/her duties on this committee assignment.

**Voting Item 2: Faculty Slot on Space Allocations Committee**

Total Votes - 99

Catalin Martin 22%

Lisa Lutter 25%

Naseem Choudhury 52%

Abstain 1%

**Naseem Choudhury has been elected the faculty representative on the Space Allocations Committee.**

**5) Discussion Item – Online Course Development Stipends**

- a. The administration has increased the stipend (from 1,000 to 1,500) for converting traditional courses to online courses. The FAEC has discussed this issue and is concerned about increasing the number of online courses without proper (faculty-lead) oversight.
- b. Questions/Comments from the audience:
  - i. As a faculty, we need to ask ourselves how much of our programs and majors do we want online. We also need to evaluate how online courses fit our mission and strategic plan.
  - ii. Ownership issues. Intellectual property is not well defined in the faculty handbook. There are also concerns about intellectual property that is uploaded online. The AFT master agreement does provide some guidance on managing intellectual property.

- iii. Can we identify best practices for online offerings at other institutions? There is a large body of literature on effective online teaching.
- iv. Content, not scheduling, should be the determinate of whether a course is offered online (or in a hybrid format).
- v. Moodle is a problematic platform for online course delivery.
- vi. Several years ago, there was a task force convened to explore the issues of online education. The task force struggled with the issue of evaluating (e.g., conducting teaching observations of) online courses.
- vii. The Faculty Resource Center offers a teaching circle on online teaching each spring.
- viii. The faculty should discuss this issue in their convening groups. If warranted, an FA task force can be convened.

**6) Presentation by Prof. Ira Spar – “Travel with Ramapo College Professors.”**

- a. Perillo tours is partnering with Ramapo College to sell faculty-lead “Learning Journeys” to the community at large. A portion of the proceeds from these tours will fund student study abroad scholarships.