

Approved November 17, 2010

FAEC

November 10, 2010

ASB 230

Members Present: President Jim Morley, Jill Weiss, Alex Olbrecht, Jeremy Teigen, Ruma Sen, Eric Haye, Elaine Risch, Max Goldberg, Marcia Sexton (recorder)

Members Absent: Sam Mustafa

Guests: Provost Beth Barnett

1. Approve minutes: minutes of the October 27 and November 3 Executive Council meetings were approved. Minutes of the October 20 Faculty Assembly minutes were provisionally approved with edits.

2. Prep for upcoming FA meeting on November 17

A. ARC cross-listing proposal: ARC will present a proposal at next week's Faculty Assembly for the cross-listing of courses. Members present participated in a brief discussion on procedures for cross-listing courses, primary vs. secondary "homes" for courses, and pre-requisites. Council will request additional clarification from ARC prior to next week's Assembly.

B. Procedures regarding "announcements": President Morley requested assistance in dealing with announcements at Faculty Assembly. It was agreed by Council that once the Assembly has adjourned/closed the meeting, general announcements could be given.

C. Procedure regarding old/new business: Under the current meeting rules there is no provision for old/new business. Members of Council reiterated the many ways issues may come before the Assembly including unit representatives and the FAEC email, faec@ramapo.edu.

3. Review and update on our meeting last week with the Governance Review Committee. (Jill)

Councilor Weiss presented and executive summary and revision of the Bylaws. Members present participated in a brief discussion on the staggering of terms and President Morley announced there will be an Open Forum on governance scheduled in December.

4. Review of academic/curricular proposal (Jill & Ruma)

Councilors Weiss and Sen reminded members of the proposal for academic/curricular matters being reviewed by ARC. This item will be discussed with Provost Barnett at 10:30am (see item 10C below).

5. Academic Commons proposal

President Morley requested assistance drafting a proposal for the support of an academic commons space. The proposal will be a decision item at the next Faculty Assembly. A majority of Councilors agreed to the following text:

Proposal: *Faculty Assembly affirms the principle of an academic commons that would provide dining space for dialogue about teaching, learning, and research among faculty and staff.*

6. Max's proposal on Reassigned Time

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Councilor Goldberg accepted minor edits to the text of his proposal for reassigned time including the following sentence from Councilor Weiss: *Reassigned time shall be available to all eligible faculty via an open, competitive application process, except with regard to reassigned time required by contract or accreditation agencies and conveners.*

This item will be discussed with Provost Barnett at 10:30am (see item 10B below).

7. Convener relief (Jeremy)

Councilor Teigen expressed concern with Councilor Goldberg's proposal for reassigned time having an impact on convener support in terms of being able to provide relief to conveners. At present the primary duties of conveners that take up the most time fall into advising and hiring and reviewing adjunct faculty. There was general discussion on reassigned time based on the above proposal, college priorities, lack of convener support at present, and the suggestion of vice-conveners or junior conveners.

Action Item: Conveners will be exceptions to the reassigned time proposal (see text above).

8. Academic schedule – opening up dates for extended midterm break by deleting the one week between final exams and grade deadline.

See Provost discussion item 10E below.

9. Faculty life issues (Ruma)

To be discussed at the November 17 Executive Council meeting.

10. 10:30 Meeting with Provost Barnett:

A. Online evaluations: President Morley reiterated faculty concerns with online evaluations in terms of illegible printouts and rates of response effecting teaching evaluations. It was suggested that grades could be held with a simple yes/no option of filling out an online class evaluation prior to releasing grades. Provost Barnett commented that online evaluations can fall under sustainability issues with the amount of paper used. Councilor Risch agreed that this might be an incentive for students to fill out online evaluations. It was mentioned that a pilot of full professors using online evaluations was conducted by ARC but no formal report was presented to Faculty Assembly. Provost Barnett requested that Executive Council prepare a proposal for Faculty Assembly support of online evaluations with specific criteria that must be met before online evaluations become the default for all faculty. A tangential discussion was also held on the AFT suggestion that non-tenured faculty default to paper evaluations and tenured faculty default to online evaluations. Provost Barnett reminded Council that faculty must opt in for online evaluations this semester as the paper forms have already been requested and purchased.

B. Reassigned time proposal: Councilor Goldberg presented his reassigned time proposal with a brief explanation of addressing rumors, parity, and transparency. Provost Barnett suggested changing language to “positions carrying reassigned time” rather than general reassigned time.

C. Collegial shared governance regarding academic committee creation and assignments: Councilor Weiss presented a proposal drafted by Councilor Sen and herself reiterating academic curricular matters being reviewed by ARC. Provost Barnett reminded Council that ARC “recommends”. There was brief discussion regarding the Design Team's charge to propose policies and procedures for the Course Enhancement/Enrichment Component (CEC) being

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reviewed simultaneously by Deans Council/Provost's Council and ARC/Faculty Assembly. Provost Barnett also reminded Council that GECCo reports to the Faculty Assembly via ARC. Members of Executive Council requested an organizational chart of existing committees that relate to academic curricular matters.

Action Item: Provost Barnett will provide Council with an organizational chart of existing committees that work on academic curricular matters and include the reporting structure.

D.SBR: President Morley reiterated concern with faculty receiving SBR and not being able to teach the Summer 2 session. Provost Barnett reminded Council the intent of SBR is to provide up to \$5000 grants for starting/continuing research as a launching pad for applying for larger funding. It was agreed that further discussion will be needed including the size of individual grants. Discussion will continue at a future meeting.

E. Academic Schedule: Members present participated in a brief discussion on adjusting the academic schedule to provide additional time for international education. Discussion will continue at a future meeting.

Submitted by M. Sexton, November 10, 2010