

Approved September 8, 2010

FAEC

ASB 230

September 1, 2010

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

Called to order at 9:02am.

1. Welcome and Introductions

President Morley welcomed everyone to the meeting and expressed his gratitude for taking on the Executive Council responsibilities for the next 2 years. Members introduced themselves in the following order:

- Jim Morley, Faculty Assembly President, SSHS
- Elaine Risch, Library
- Eric Haye, ASB, Councilor-at-large
- Max Goldberg, TAS
- Marcia Sexton, Library, Interim Faculty Assembly Secretary
- Ruma Sen, CA
- Sam Mustafa, AIS
- Jeremy Teigen, AIS, Councilor-at-large
- Alex Olbrecht, ASB
- Jill Weiss, SSHS

Following introductions there was a brief discussion regarding faculty representation to other campus bodies including President Mercer's Cabinet in accordance with Middle States suggestions.

2. Selection of Vice President, Executive Council

President Morley nominated Councilor Weiss as Executive Council Vice President. The vote was unanimous in accepting Councilor Weiss as Vice President.

3. Review of Executive Council charge

Since there were predominantly new members to the Executive Council, President Morley elected to review the Council's charge and distinguish it from other committees and groups such as ARC and the AFT. Members participated in general discussion of the charge, the role of Executive Council, all-college vs. unit representative responsibilities, and the advisory aspect. The general role of all Council members is 1) to facilitate communication with/between faculty, administration, and staff, and 2) solicit feedback from constituents. The following suggestions were considered during discussion:

- begin working on the September 22 Faculty Assembly agenda at least 2 weeks in advance (agenda item for the 9/8 and 9/15 FAEC meetings),
- meet with the President of SGA periodically,
- have the Board of Trustees faculty representatives meet with the Executive Council at least one time per semester; current Board of Trustees faculty representatives are:
 1. Finance: Alex Olbrecht
 2. Human Resources: Rikki Abzug

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3. Institutional Advancement: Murray Sabrin
4. Audit: Mary Ellen O'Grady Harvey
5. Capital Improvement: Eric Weiner

4. Areas of focus for Councilors

There was general discussion of Councilors focusing on particular areas as an attempt to maintain communication and interest.

- Assessment & Standards: Executive Council
- Budget & financial: Councilor Olbrecht
- Effectiveness, implementation, follow-through: President Morley (point person), Executive Council
- Faculty development: Councilor Sen
- Faculty life & culture: Councilor Weiss
- Convening groups, majors & minors: Councilor Teigen in consult with Councilor Mustafa
- Admissions (diversity): Councilors Teigen & Olbrecht
- General Education/curriculum: Councilor Mustafa in consult with Councilor Haye
- Student Affairs, SGA, Student Life: Councilor Risch
- Faculty-staff liaison: Councilor Goldberg
- AFT liaisons: Councilors Goldberg & Risch
- ARC liaison: Councilor Haye

5. Robert's Rules of Order

Professor Kay Fowler has re-affirmed her role as the Faculty Assembly Parliamentarian and it was suggested that she provide a brief presentation on Robert's Rules of Order at the September 22 Faculty Assembly. Councilor Weiss volunteered to provide the Council with a modified version of the Rules for email discussion before the September 8 Council meeting. In addition, there was brief discussion on setting meeting guidelines for Faculty Assembly.

6. Reviewing unfinished agenda items from last year and new agenda items received from in-service/prioritize agenda items

Due to time, Councilor Weiss offered to send out a Qualtrics survey on outstanding agenda items for Councilors to prioritize.

7. Email, web page, time keeper

Interim Faculty Assembly Secretary Marcia Sexton will monitor the FAEC@ramapo.edu mailbox and update the Faculty Assembly web page as needed.

8. Governance Review Committee

President Morley reminded members of the Open Forum on faculty governance scheduled for October 6. Those present discussed the work of the Governance Committee and Councilor Weiss volunteered to meet with Chair Stephen Klein to review the charge.

9. Agenda for 9/8 Council meeting

Items for next week's meeting include continuing discussion on outstanding agenda items and continued discussion on faculty governance.

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Adjourned at 11:09am.

Submitted by M. Sexton, September 3, 2010

Edited for approval by M. Sexton, September 8, 2010