

## **Faculty Assembly Executive Council (FAEC) Meeting Minutes**

October 12, 2011, 9:15 to 11:15am

Present: Jim Morley, Donna Crawley, Max Goldberg, Jillian Weiss, Elaine Risch, Peggy Greene, Sam Mustafa, Ruma Sen

Absent: Alex Olbrecht

Secretary: Rebecca Root

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### **A. Minutes for FAEC meeting of October 5, 2011 approved.**

### **B. Preparation for Oct 19 Faculty Assembly.**

1. Discussion of whether it is acceptable to have a Faculty Assembly in which the agenda consists of discussion items without decision items as well. After referencing the minutes from the January 2011 Faculty Assembly minutes, it is determined that because those present voted to include discussion items, it is acceptable.

2. The group reached consensus that 4 of the FAEC's priorities for 2011-12 would be discussed at the FA. One FAEC member will discuss the issue and the FAEC's work on it up to this point and then open the issue for a 10 minute discussion by the FA. The issues are:

a. Streamlining promotion and tenure procedures, with the aim of reducing paperwork via the voluntary adoption by faculty of Sedona software. (Priority 2)  
Presented by Rep. Olbrecht

b. Examining the question of pedagogical standards in online courses. (Priority 6)  
Presented by Rep. Weiss

c. Implementing online course evaluations that satisfy faculty concerns, namely the degree to which students will complete them, and the need for the reports generated by these evaluations to be in a clear format that provides information faculty will be able to use. (Priority 3) Presented by Rep. Crawley

d. Ensuring an authentic and effective faculty voice in the upcoming Strategic Plan. (Priority 4). Presented by Jim Morley

3. Action: Pres. Morley will send out the agenda for the FA later today. He will attach to it the full list of FAEC priorities for 2011-12. He will also invite Judith Jeney to attend the FA in case faculty have questions about Sedona. Finally, he will plan to address the issues of parking and upcoming FAEC elections as part of his "President's Report" at the beginning of FA.

4. Action: Secretary Root will revise the language in the list of FAEC Priorities for 2011-12 so that the language in Priority 2 above is included there.

### **C. Discussion of FAEC Priorities for 2011-12.**

1. Ensuring an authentic and effective faculty voice in the upcoming Strategic Plan. (Priority 4)

- a. In previous meetings, the FAEC has discussed the possibility of proposing an alternative to the Provost's suggestion for faculty participation in the Strategic Plan. Rather than have each dean select one faculty member to participate, the FAEC suggests that the faculty should choose their representatives and that participants might be selected based on criteria other than membership in a unit.
- b. Discussion of what criteria might be appropriate to consider in choosing participants. Some representatives suggest the criteria might include skill sets or expertise in strategic planning in higher ed, curricular matters, or related areas. Others argue the most important criteria should be the vision the candidate offers for where Ramapo ought to be headed as an institution, and the candidate's ability to express that vision persuasively.
- c. Discussion of how many participants the faculty should have in this process. Because we do not know the size and make-up of this committee, it is impossible to answer this at this point.
- d. Discussion of how to handle the logistics of selection of participants. One suggestion is to ask for individuals to nominate themselves, write up a paragraph about what skills or vision they would bring to the process, and then let the FA vote, with say the top 5 gaining seats. However, a concern is that too few people may come forward to self-nominate. An alternative would be to have the FA discuss this issue and shape the criteria and then for the FAEC to approach individuals that meet those criteria to try to persuade them to fill these seats.
- e. Action: This issue will be discussed at FA.

2. Examining the question of pedagogical standards in online courses. (Priority 6)

- a. ARC's position on this question is that it is not within the purview of ARC to judge the pedagogy employed in class meetings (whether in-person or online), nor does that body wish to play that role. ARC Chair Emma Rainforth has communicated with Rep. Crawley and Pres. Morley regarding this, and has stated that judging pedagogy falls under the purview of deans and peer evaluators via class observations.
- b. FAEC is interested in developing pedagogical standards for online courses, not policing pedagogy. For example, FAEC might develop a checklist of standards that online courses should meet; conveners could verify that courses in their convening group that are being taught online meet those standards.
- c. There is consensus that it is within the purview of the FAEC to establish pedagogical standards and so this priority will be pursued.

d. This issue will be discussed at FA.

#### **D. Meeting with Cathy Davey, Executive Director of the Ramapo Foundation**

1. Overview of what the Foundation and Institutional Advancement does, which includes advancing the mission of the college and raising funds in capital and other campaigns, as well as interfacing with the federal government, donors, and alumni.

2. It has a Board of Governors with 58 members which meets four times a year. Members include alumni, corporate leaders, and community members with an interest in supporting the college. 100% of members contribute to the Annual Fund.

2. Data on progress of current capital campaign and the upcoming Integrated Marketing Plan distributed.

3. She notes that faculty can support the Foundation's work by

- i. Participating in the Annual Fund
- ii. Sharing stories of student successes and networking with alumni
- iii. Collaborating on grant seeking initiatives

4. The priorities of the Foundation are determined by the college's Board of Trustees and expressed primarily through the Strategic Plan. It is clear to all member of the Foundation that all their work has to be based on the Strategic Plan. The last Strategic Plan was broad and so left a lot of latitude to the Foundation. They are now trying to reflect critically on where they have been focused and successful, and where they should shift their focus next. For example, in recent years they have emphasized projects that benefited Contemporary Arts and the Business School, and now plan to shift focus to AIS. They try to benefit all schools. However, she also notes that programs and faculty that are proactive about bringing ideas to the Foundation are more likely to receive Foundation attention and help.

5. Rep. Weiss notes that is often difficult for faculty to stay in touch with alums in their programs. Cathy Davey states that her office can pull together a list of all alumni in a major and share that with the convening group if they request it. Some programs on campus already use this information to organize alumni events or contact individual alums to bring them to campus to give talks. If faculty have contact with alumni, the Foundation would appreciate receiving that information so they can do a better job reaching out.

6. Action: Pres. Morley will, in his "President's Report" at the next FA, mention that the FAEC met with Cathy Davey and that the Foundation is seeking faculty input/participation in the three areas she mentioned.

#### **E. New/other business**

1. Pres. Morley and Rep. Weiss will attend the AAUP Conference and Workshops on Faculty Governance in November in Washington, DC. This will give them an opportunity to learn about other schools' experiences with faculty governance and to consider pursuing affiliate status with the AAUP.

2. Discussion of whether the FAEC should organize a nomination committee to approach individuals to encourage them to run in the upcoming elections for FAEC representatives and (next semester) president.